



Australian Government

MSTFP4005 Fit custom-made footwear

Release: 1

MSTFP4005 Fit custom-made footwear

Modification History

Release 1. Supersedes and is equivalent to LMTFP4005A Fit custom-made footwear

Application

This unit of competency covers the skills and knowledge required for the trialling and fitting of custom-made footwear.

The unit of competency applies to the trialling and fitting of custom-made shoes with the client. Discretion and judgement may be required for both self and others in planning and selecting processes, procedures or outcomes.

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Footwear production

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Determine job requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Use appropriate personal protective equipment (PPE) in accordance with SOPs
		1.4	Identify job requirements from specifications, drawings, job sheets or work instructions

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| 2 | Prepare to fit custom-made footwear | <ul style="list-style-type: none">2.1 Review client measurements and construction specifications to confirm all required information has been provided2.2 Conduct a trial last fitting to check last for fit and function2.3 Make modifications to last in consultation with client to achieve design and construction specifications2.4 Make a mock-up or diagnostic fitting in line with specifications2.5 Evaluate diagnostic fitting and review proposed construction and materials |
| 3 | Conduct trial fittings | <ul style="list-style-type: none">3.1 Fit custom-made footwear and consult client for further adjustments3.2 Conduct diagnostic trial fitting of custom-made footwear to reflect real-life usage, ease of fitting, and compliance with design and production specifications3.3 Identify required adjustments in discussion with client3.4 Use discretion, judgement and effective interpersonal communication to interact with client and resolve problems |
| 4 | Conduct client follow up | <ul style="list-style-type: none">4.1 Take measurements of foot and footwear and compare to previous findings4.2 Take new measurements, if required, to confirm or establish required modifications to footwear4.3 Maintain consultation with client throughout fitting processes and act upon follow-up accordingly |
| 5 | Document outcomes of follow-up | <ul style="list-style-type: none">5.1 Record information relating to client measurements, trial fittings and modifications5.2 Prepare specifications for the development of new |

footwear or modification of existing footwear

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Workplace procedures include one or more of the following:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- SOPs
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling
- WHS practices

Australian Standards include:

- the relevant industry or Australian Standards that are current at the time this unit is being undertaken

Measuring devices include one or more of the following:

- rulers and tape measures
- 2-D tracings
- 3-D techniques

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>

Assessment Requirements for MSTFP4005 Fit custom-made footwear

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include:

- reading and following work instructions, standard operating procedures (SOPs), safe work practices
- applying relevant standards
- checking client measurements and construction specifications to confirm all required information has been provided
- making modifications to last in consultation with client to achieve design and construction specifications
- evaluating diagnostic fitting and reviewing proposed construction and materials
- fitting custom-made footwear and consulting client for further adjustments, as required, on at least three (3) occasions
- communicating effectively with client to resolve problems
- examining and measuring foot and shoe to determine any adjustment required
- fitting and adjusting footwear and providing follow-up
- recording information relating to client measurements, trial fittings and modifications
- preparing specifications for the development of new footwear or modification of existing footwear.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- relevant Australian Standards
- anatomy of foot and ankle
- footwear measuring procedures
- footwear design and construction
- work health and safety (WHS) and environmental aspects of relevant workplace activities
- effective interpersonal communication with clients
- workplace procedures
- relevant ohs legislation and codes of practice
- quality practices
- practices for recording and reporting.

Assessment Conditions

- Assessors must:
 - satisfy the assessor competency requirements that are in place at the time of the assessment, as set by the VET regulator
 - have vocational competency in fitting custom-made footwear, at least to the level being assessed, with relevant industry knowledge and experience.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.

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