



Complementary & Alternative Health Care

National Competency Standards

The materials contained within this volume are part of the endorsed component of the

Health Training Package (HLT02)

Endorsed by NTQC and agreed by Ministers in January 2002. This Training Package is to be reviewed
by January 2005

HLT02 Health Training Package

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Preliminary Information

Important Note to Users

Training Packages are not static documents; they are amended periodically to reflect the latest industry practices and are version controlled. It is essential that the latest version is always used.

Check the version number before commencing training or assessment

This Training Package is Version 3 – check whether this is the latest version by going to the National Training Information Service (www.ntis.gov.au) and locating information about the Training Package. Alternatively, contact Community Services and Health Industry Skills Council (www.cshisc.com.au) to confirm the latest version number.

Explanation of version number conventions

The primary release Training Package is Version 1. When changes are made to a Training Package, sometimes the version number is changed and sometimes it is not, depending on the extent of the change. When a Training Package is reviewed it is considered to be a new Training Package for the purposes of version control, and is Version 1. Do not confuse the version number with the Training Package's national code (which remains the same during its period of endorsement).

Version modification history

The version details of this endorsed Training Package are in the table below. The latest information is at the top of the table.

Version	Release Date	Comments
3	December 2005	Population Health National Competency Standards and Qualifications
2	December 2002	Health Technicians National Competency Standards and Qualifications
1	December 2001	Primary Release

Explanation of the review date

The review date (shown on the title page and in the footer of each page) indicates when the Training Package is expected to be reviewed in the light of changes such as changing technologies and circumstances. The review date is not an expiry date. Endorsed Training Packages and their components remain current until they are reviewed or replaced.

Health Training Package Units of Competency

This is the complete list of all units of competency in the Health Training Package as they relate to specific Health Industry Sectors.

Ambulance

HLTAMBAE1A	Enable safe access and egress in an emergency	1
HLTAMBAE2A	Implement specialist access and egress procedures	7
HLTAMBAE3A	Follow procedures for routine safe extrication of patient	13
HLTAMBAE4A	Follow procedures for safe extrication of patient in a life threatening situation	17
HLTAMBC1A	Receive request for service	23
HLTAMBC2A	Assign ambulance service resources	29
HLTAMBC3A	Coordinate resources	35
HLTAMBCR1A	Deliver basic patient care	39
HLTAMBCR2A	Deliver standard pre-hospital patient care	47
HLTAMBCR3A	Deliver intensive pre-hospital patient care	55
HLTAMBCR4A	Clinical mentoring in the work environment	63
HLTAMBFC1A	Communicate within an ambulance environment	67
HLTAMBFC2A	Communicate in complex or difficult situations	73
HLTAMBMA1A	Manage ambulance operations	79
HLTAMBMA2A	Supervise on-road operations	85
HLTAMBPD1A	Manage personal stressors in the work environment	91
HLTAMBSC1A	Manage routine scene	95
HLTAMBSC2A	Manage scene of special event	99
HLTAMBSC3A	Manage the scene of an emergency	103
HLTAMBT1A	Transport non-emergency patients	109
HLTAMBT2A	Transport emergency patients	115
PUACOM005A	Foster a positive organisational image in the community	119
PUAOHS003A	Implement and monitor the organisation's occupational health and safety policies, procedures and programs	123
PUAOHS004A	Establish and maintain the occupational health and safety system	131
PUAVEH001A	Drive vehicles under operational conditions	137

Complementary and Alternative Health Care

Common Units

HLTCOM1A	Provide specific information to clients/patients	1
HLTCOM2A	Develop professional expertise	7
HLTCOM3A	Manage a practice	13
HLTCOM4A	Communicate effectively with clients/patients	23
HLTCOM5A	Administer a practice	31
HLTCOM6A	Make referrals to other health care professional when appropriate	39
HLTCOM7A	Provide reception services for a practice	43
HLTCOM8A	Use specific/medical terminology to communicate with client/patients, fellow workers and health professionals	49

Ayurveda

HLTAYV1A	Plan the Ayurvedic herbal medicine treatment strategy – Dravyaguna	55
HLTAYV2A	Plan the Ayurvedic treatment strategy	63
HLTAYV3A	Prepare and dispense Ayurvedic herbal medicine - Dravyaguna	71
HLTAYV4A	Provide Ayurvedic advice on nutrition	83
HLTAYV5A	Provide the Ayurvedic herbal medicine treatment	93
HLTAYV6A	Provide Ayurvedic relaxation massage treatment	101
HLTAYV7A	Plan the Ayurvedic remedial massage treatment strategy	107
HLTAYV8A	Manage work within the Ayurvedic framework	115
HLTAYV9A	Perform Ayurvedic health assessment	123
HLTAYV10A	Perform Ayurvedic remedial massage health assessment	133
HLTAYV11A	Provide Ayurvedic remedial massage treatment	143
HLTAYV12A	Provide Ayurvedic lifestyle consultation	151
HLTAYV13A	Provide the Ayurvedic treatment	157
HLTAYV14A	Work within an Ayurvedic framework for lifestyle consultants	167
HLTAYV15A	Apply Ayurvedic diagnostic framework	175

Homoeopathy

HLTHOM1A	Apply Homoeopathic diagnostic framework	181
HLTHOM2A	Conduct basic Homoeopathic research	189
HLTHOM3A	Manage work with the Homoeopathic framework	195
HLTHOM4A	Perform clinical screening examination and assessment	205
HLTHOM5A	Plan the Homoeopathic treatment strategy	215

HLTHOM6A	Prepare and dispense Homoeopathic medicine	223
HLTHOM7A	Provide assistance to the Homoeopathic practitioner	233
HLTHOM8A	Provide Homoeopathic treatment and manage the case	239
HLTHOM9A	Provide specific Homoeopathic assessment and care	249
HLTHOM10A	Take the Homoeopathic case	261
HLTHOM11A	Use and maintain medical equipment	271
HLTHOM12A	Work within a Homoeopathic framework	277
Remedial Massage		
HLTREM1A	Work within a Massage framework	283
HLTREM2A	Provide the Remedial Massage treatment	291
HLTREM3A	Plan the Remedial Massage treatment strategy	301
HLTREM4A	Apply Remedial Massage assessment framework	311
HLTREM5A	Perform Remedial Massage health assessment	317
HLTREM6A	Provide the Massage treatment	327
HLTREM7A	Plan the Massage treatment	337
HLTREM8A	Apply Massage assessment framework	343
HLTREM9A	Perform Massage treatment assessment	347
Naturopathy		
HLTNAT1A	Provide the Naturopathic treatment	355
HLTNAT2A	Provide the Western Herbal Medicine treatment	363
HLTNAT3A	Provide Naturopathic nutritional treatment	371
HLTNAT4A	Provide acute Homoeopathic treatment	381
HLTNAT5A	Plan the Naturopathic treatment strategy	391
HLTNAT6A	Perform Naturopathic health assessment	397
HLTNAT7A	Manage work within the Naturopathic framework	407
HLTNAT8A	Apply Naturopathic diagnostic framework	415
HLTNAT9A	Work within a Naturopathic framework	421
HLTNAT10A	Prepare and dispense Western Herbal and nutritional medicine	429
HLTNUT1A	Apply literature research findings to clinical nutritional practice	441
HLTNUT2A	Provide specialised nutritional care	445
Shiatsu Therapy		
HLTSHU1A	Apply oriental therapies assessment framework	451
HLTSHU2A	Apply Shiatsu assessment framework	457
HLTSHU3A	Perform Shiatsu health assessment	461
HLTSHU4A	Plan the Shiatsu therapy treatment	467
HLTSHU5A	Provide oriental therapies treatment	473
HLTSHU6A	Provide specific Shiatsu therapy assessment and care	481
HLTSHU7A	Provide the Shiatsu treatment	491
HLTSHU8A	Work with a Shiatsu framework	499
HLTSHU9A	Maintain Shiatsu personal health and awareness and fulfil professional responsibilities	507
HLTSHU10A	Perform Shiatsu therapy health assessment	513
HLTSHU11A	Apply shiatsu therapy assessment framework	523
Traditional Chinese Medicine Remedial Massage (An Mo Tui Na)		
HLTTCM1A	Apply TCM Remedial Massage (An Mo Tui Na) assessment framework	527
HLTTCM2A	Perform TCM Remedial Massage (An Mo Tui Na) health assessment	531
HLTTCM3A	Provide the TCM Remedial Massage (An Mo Tui Na) treatment	541
HLTTCM4A	Provide traumatology treatment within a TCM Remedial Massage (An Mo Tui Na) framework	549
HLTTCM5A	Provide TCM (An Mo Tui Na) treatment specific to the needs of women and children	555
HLTTCM6A	Work within a TCM Remedial Massage (An Mo Tui Na) framework	561
HLTTCM7A	Plan the TCM Remedial Massage (An Mo Tui Na) treatment strategy	569
Western Herbal Medicine		
HLTHER1A	Apply Western Herbal Medicine diagnostic framework	575
HLTHER2A	Manage work within the Western Herbal Medicine framework	581
HLTHER3A	Operate a Western Herbal Medicine dispensary	587
HLTHER4A	Perform health Western Herbal Medicine assessment	595
HLTHER5A	Plan the Western Herbal Medicine treatment strategy	605
HLTHER6A	Prepare and dispense Western Herbal Medicine	611
HLTHER7A	Provide dietary advice	621
HLTHER8A	Provide specialised Western Herbal Medicine treatment	625
HLTHER9A	Provide the Western Herbal Medicine treatment	637
HLTHER10A	Work within a Western Herbal Medicine framework	645
Dental Assisting		
HLTDA1A	Maintain infection control in dental practice	1
HLTDA2A	Follow organisational health and safety policies in dental practice	11
HLTDA3A	Prepare for and assist during oral health care procedures	17
HLTDA4A	Assist with dental radiography	25
HLTDA5A	Maintain and store instruments, equipment, materials and medicaments	31

HLTDA6A	Assist in administration in dental practice	37
HLTDA7A	Implement an oral health education program	45
HLTDA8A	Assist in oral health care procedures during general anaesthesia	53
HLTDA9A	Assist in oral health care procedures during conscious sedation	61
HLTDA10A	Apply the principles of radiation biology and protection in dental practice	69
HLTDA11A	Prepare to expose a prescribed dental radiographic image	77
HLTDA12A	Produce a dental radiographic image	85
Dental Technology		
HLTDT1A	Construct models	1
HLTDT2A	Construct custom impression trays	5
HLTDT3A	Construct registration rims	9
HLTDT4A	Articulate models and transfer records	13
HLTDT5A	Arrange artificial teeth for complete dentures	17
HLTDT6A	Wax, process and finish acrylic dentures and appliances	21
HLTDT7A	Construct immediate dentures	25
HLTDT8A	Set up and wax removable partial dentures	29
HLTDT9A	Cast metal alloy removable partial denture framework	33
HLTDT10A	Construct metal, crown and bridge structures	37
HLTDT11A	Join alloy structures	41
HLTDT12A	Take tooth shades	43
HLTDT13A	Construct ceramic restorations	47
HLTDT14A	Construct orthodontic appliances	51
HLTDT15A	Construct thermoformed bases and appliances	55
HLTDT16A	Construct indirect composite/polymer fixed restorations	59
HLTDT17A	Construct oral splints	63
HLTDT18A	Repair and modify dentures and appliance	67
Dental Prosthetics		
HLTDP1A	Identify, select and prepare instruments, equipment, materials as required	71
HLTDP2A	Gather data and history, conduct dental prosthetic examination and develop treatment plan	75
HLTDP3A	Take impressions	81
HLTDP4A	Measure and record jaw relationships and select tooth mould	87
HLTDP5A	Evaluate a dental prosthesis at try-in stage	91
HLTDP6A	Perform maintenance treatment for patients with removable dental prosthesis	95
HLTDP7A	Insert and issue a completed dental prosthesis	99
HLTDP8A	Insert and issue a protective mouthguard	103
HLTDP9A	Manage the delivery of quality patient service	107
General Health Services Delivery Volume 1		
Allied Health Assistance		
HLTAH1A	Assist with provision of an Allied Health therapy program	1
HLTAH2A	Assist in the application / removal of plaster cast	11
Client/Patient Services Delivery		
HLTCSD1A	Maintain high standard of patient and client services	17
HLTCSD2A	Assist with lifestyle and social support needs	25
HLTCSD3A	Prepare and maintain beds	33
HLTCSD4A	Support the care of clients and/or patients	39
HLTCSD5A	Assist with client/patient movement	47
HLTCSD6A	Respond effectively to difficult or challenging behaviour	51
HLTCSD7A	Care for home environment of clients	55
HLTCSD8A	Transport clients/patients	63
HLTMT1A	Assist with the provision of a mortuary service	67
Nutrition and Dietetic Support		
HLTNA1A	Provide assistance to nutrition and dietetic services	73
HLTNA2A	Plan and evaluate meals and menus to meet recommended dietary guidelines	81
HLTNA3A	Plan and/or modify menus according to nutrition dietary plans	89
HLTNA4A	Plan meals and menus to meet cultural and religious needs	95
HLTNA5A	Support food services in menu or meal order processing	101
Pathology Assistance and Pathology Specimen Collection		
HLTPAT1A	Receive and process pathology specimens	105
HLTPAT2A	Assist with microbiology testing	113
HLTPAT3A	Transport specimens and blood products	117
HLTPAT4A	Collect pathology specimens other than blood	121
HLTPAT5A	Operate efficiently within a pathology and specimen collection environment	129
HLTPAT6A	Perform blood collection	135
HLTPAT7A	Perform Electrocardiograms (ECG)	143
HLTPAT8A	Identify and respond to clinical risks associated with pathology specimen collection	149
PMLSAMP301A	Receive and prepare a range of samples for pathology testing	155
PMLTEST300A	Perform basic tests	163

PMLTEST301A	Perform biological laboratory procedures	169
PMLTEST303A	Prepare working solutions	177
PMLTEST304A	Prepare Culture Media	183
PMLTEST305A	Perform aseptic techniques	191
Hospital and Community Health Pharmacy Assistance		
HLTPH1A	Orientation to hospital pharmacy services and hospital pharmacy assistant practices	199
HLTPH2A	Procure and store pharmaceutical products	205
HLTPH3A	Distribute pharmaceutical products	213
HLTPH4A	Maintain pharmaceutical imprest/ward stock	219
HLTPH5A	Assist with Prescription preparation	227
HLTPH6A	Package and/or pre-pack pharmaceutical products	235
HLTPH7A	Small scale compound/manufacture pharmaceutical products	241
HLTPH8A	Maintain the procurement and storage of pharmaceutical products	251
HLTPH9A	Maintain the distribution of pharmaceutical products	259
HLTPH10A	Prepare batch and extemporaneous product master work sheets and labels	265
HLTPH11A	Small scale compound/manufacture aseptic pharmaceutical products	273
Sterilisation Services		
HLTSTE1A	Cleaning of reusable medical devices	283
HLTSTE2A	Prepare and pack items	291
HLTSTE3A	Sterilise loads	297
HLTSTE4A	Control sterile stock	305
HLTSTE5A	Provide sterilisation support services	311
Licensed X-ray Operation (non-Radiographer)		
HLTTEC1A	Operate an X-Ray Machine	317
HLTTEC2A	Use X-Ray Support Equipment	323
HLTTEC3A	Operate an X-Ray Film Processor	329
HLTTEC4A	Perform an X-Ray Examination	335
HLTTEC5A	Maintain records for x-ray examination	341
Operating Theatre Support		
HLTTH1A	Provide theatre support services	345
HLTTH2A	Provide equipment support in an operating theatre environment	351
HLTTH3A	Identify and move to maintain a sterile field	357
CHCAC3A	Orientation to aged care work	363
CHCAOD1A	Introduction to the alcohol and other drugs sector	371
CHCAOD2A	Orientation to the alcohol and other drugs sector	375
CHCDIS1A	Orientation to disability work	379
CHCMH1A	Orientation to work in the mental health sector	385
General Health Services Delivery Volume 2		
Food Services		
HLTFS7A	Follow basic food safety practices	1
HLTFS12A	Conduct food safety audits	7
HLTFS11A	Develop food safety programs	17
HLTFS10A	Apply and monitor food safety requirements	27
HLTFS9A	Oversee the day-to-day implementation of food safety in the workplace	33
HLTFS8A	Transport food	39
HLTGM7A	Carry out work in a food handling area	45
HLTFS1A	Distribute meals and refreshments to clients	51
HLTFS2A	Prepare foods suitable for a range of food service settings	59
HLTFS3A	Apply cook freeze production processes	67
HLTFS4A	Provide ward or unit-based food preparation and distribution services	73
HLTFS5A	Perform kitchenware washing	81
HLTFS6A	Carry out cafeteria operation	85
THHBCAT05B	Apply cook-chill production processes	89
THHBCC01B	Use basic methods of cookery	93
THHBCC02B	Prepare appetisers and salads	97
THHBCC00B	Prepare sandwiches	101
THHBCC03B	Prepare stocks, sauces and soups	105
THHBKA03B	Receive and store kitchen supplies	113
THHBKA04B	Clean and maintain kitchen premises	117
General Maintenance		
HLTGM1A	Perform routine servicing of plant, equipment and machinery	121
HLTGM2A	Use hand and power tools	127
HLTGM3A	Perform minor general maintenance	133
HLTGM4A	Assist tradespersons with construction and maintenance	141
HLTGM5A	Maintain pool environments	147
HLTGM6A	Operate and incinerator	153
Miscellaneous Support		

HLTMS1A	Collect and maintain linen stocks at user-locations	159
HLTMS2A	Provide personal laundry service to clients, patients and others	165
HLTMS3A	Undertake routine inventory maintenance	171
HLTMS4A	Handle and move equipment and goods	177
HLTMS5A	Perform general housekeeping to maintain clean environment	183
HLTMS6A	Perform general cleaning tasks in a clinical setting	193
HLTMS7A	Handle medical gases	203
HLTMS8A	Handle waste in a health care environment	209
Laundry Support Services		
LMTPRGN12A	Control Production	217
LMTPRGN15A	Coordinate work of team / section	223
LMTPRGN16A	Organise and plan own work to achieve planned outcomes	231
LMTPRLA01A	Collect, receive and sort product	239
LMTPRLA02A	Operate washing machines	245
LMTPRLA03A	Control washing machine operation	253
LMTPRLA04A	Perform linen rewash	261
LMTPRLA05A	Operate hydro extractor	267
LMTPRLA06A	Perform conditioning and/or drying process	273
LMTPRLA07A	Operate finishing equipment	279
LMTPRLA08A	Repair damaged products	285
LMTPRLA09A	Inspect, fold and pack theatre linen	291
LMTPRLA10A	Prepare products for storage or dispatch	297
LMTPRLA11A	Coordinate and process products for storage or dispatch	303
LMTEMGN08A	Perform minor maintenance	307
Cleaning Services		
PRMCL01A	Maintain hard floor surfaces	313
PRMCL02A	Restore hard floor finish	321
PRMCL03A	Replace hard floor finish	329
PRMCL04A	Maintain soft floor	337
PRMCL05A	Remove stains and spillages from soft floors	341
PRMCL06A	Dry foam shampoo carpet to remove in-ground dirt and soil from upper layer	347
PRMCL07A	Remove dirt and soil from soft floors or fabric upholstery using a water extraction method	353
PRMCL08A	Bonnet buff soft floor to achieve a clean surface appearance	359
PRMCL09A	Wash and squeegee glass surfaces to remove all visible dirt and grime	365
PRMCL10A	Maintain ceiling surfaces and fittings	371
PRMCL11A	Spot clean external surfaces to remove all visible marks	377
PRMCL12A	Wash external surfaces to remove all visible dirt and grime	383
PRMCL13A	Undertake detail cleaning of window coverings to remove all dirt and grime	389
PRMCL14A	Maintain a clean room environment with no traces of visible dust	395
PRMCL15A	Maintain furniture and fittings and dress an area or room	399
PRMCL16A	Wash furniture and fittings to remove grime	407
PRMCL17A	Maintain wet area in an odour free, soil and hazard free condition	413
PRMCL18A	Clean a unit or location to achieve a low bacteria condition	421
PRMCL19A	Remove waste to maintain a tidy environment/area	429
PRMCL20A	Undertake pressure wash to remove excessive or oil based soil	435
PRMCL21A	Maintain industrial machinery in a soil free condition	441
PRMCL22A	Organise and monitor work to maximise resource effectiveness	447
PRMCL33A	Plan for safe and efficient cleaning activities	451
PRMCL35A	Maintain a cleaning storage area	455
PRMCL36A	Carry out high level cleaning	459
Asset Security		
PRSSG01A	Maintain the security of premises and property	465
PRSSG02A	Control access to and exit from premises	473
PRSSG03A	Maintain safety of premises and personnel	479
Grounds Maintenance		
RUHHRT104A	Provide turf care	485
RUHHRT107A	Provide nursery plant care	489
RUHHRT201A	Treat weeds	495
RUHHRT202A	Treat pests and diseases	499
RUHHRT206A	Operate tractors	505
RUHHRT207A	Operate equipment and machinery	511
RUHHRT208A	Prune shrubs and small trees	517
RUHHRT212A	Apply chemicals and biological agents	521
RUHHRT216A	Maintain supplies of chemicals & biological agents	527
RUHHRT225A	Maintain drainage systems	531
RUHHRT226A	Maintain irrigation systems	535
RUHHRT302A	Cultivate turf	543
RUHHRT306A	Establish planted area	551

RUHHRT312A	Install drainage systems	557
RUHHRT316A	Treat and control weeds	561
RUHHRT317A	Control pests and diseases	567
RUHHRT318A	Undertake operational maintenance of machinery	571
RUHHRT324A	Propagate plants	577
Stores		
TDTD1097A	Operate a Forklift	583
TDTD297A	Use Manual Handling Equipment	591
Health Technicians		
Anaesthetic Technology		
HLTAN1A	Prepare the anaesthetic environment	1
HLTAN2A	Prepare and assist with the preparation of the patient for anaesthesia	11
HLTAN3A	Provide assistance during induction and maintenance of anaesthesia	21
HLTAN4A	Provide assistance during emergence phase of anaesthesia	31
HLTAN5A	Provide assistance during an emergency	39
HLTAN6A	Provide care and maintenance of anaesthetic and monitoring equipment	47
HLTAN7A	Provide assistance in anaesthetic related procedures	55
Audiometry		
HLTAU1A	Conduct screening hearing tests for children	1
HLTAU2A	Conduct screening hearing tests for adults	9
HLTAU3A	Conduct hearing assessments	17
HLTAU4A	Dispense hearing aids for adults	27
Cardiac Technology		
HLTCA1A	Perform electrocardiography (ECG)	1
HLTCA2A	Perform holter monitoring	7
HLTCA3A	Perform stress testing	15
HLTCA4A	Perform basic cardiopulmonary resuscitation in a cardiac testing environment	23
Cast Technology		
HLTCT1A	Apply casts	1
HLTCT2A	Modify casts	9
HLTCT3A	Remove casts	17
HLTCT4A	Apply and remove transaction	25
HLTCT5A	Apply orthopaedic devices	33
HLTCT6A	Modify orthopaedic devices	41
HLTCT7A	Remove orthopaedic devices	49
Hyperbaric Technology		
HLTHY1A	Prepare multi-place hyperbaric chamber	1
HLTHY2A	Conduct post compression routines	17
HLTHY4A	Implement emergency procedures for hyperbaric chamber	25
HLTHY5A	Manage the maintenance of hyperbaric systems	31
HLTHY6A	Identify and respond to risks associated with hyperbaric therapy	37
Mortuary Practice		
HLTMT3A	Maintain a mortuary service	1
HLTMT4A	Assist with autopsy	11
HLTMT5A	Maintain and record tissue sample collection	21
HLTMT6A	Maintain, clean and store autopsy equipment	27
HLTMT7A	Assist with special autopsy techniques	33
HLTMT8A	Assist with forensic autopsy techniques	43
HLTMT9A	Assist in the development of procedures for mortuary services	53
HLTMT10A	Collect, preserve and store post mortem samples	59
Neurophysiology Technology		
HLTNE1A	Perform electroencephalography (EEG)	1
HLTNE2A	Perform evoked potentials (EP) recording	13
HLTNE4A	Assist with the performance of nerve conduction studies and electromyogram (ECG)	23
HLTNE5A	Provide care and maintenance of neurophysiology equipment	33
HLTNE6A	Perform intra-operative neurophysiology monitoring	41
HLTNE7A	Perform long term electroencephalography (EEG) monitoring	53
HLTNE8A	Perform polysomnographic recording	67
Pathology Specimen Collection		
HLTPAT9A	Perform intravenous cannulation for sample collection	1
HLTPAT10A	Collect pathology specimens other than blood for specialised testing	11
HLTPAT11A	Perform blood collection for specialised testing	19
HLTPAT12A	Collect arterial blood samples	29
HLTPAT13A	Assist with pathology procedures	37
HLTPAT14A	Perform spirometry/flow volume	45
Prosthetics and Orthotics Technology		
HLTPO1A	Orientation to prosthetics and orthotics	1
HLTPO3A	Fabricate upper and lower extremity prostheses	7

HLTPO4A	Fabricate spinal, upper and lower extremity orthoses	15
HLTPO5A	Modify footwear	23
HLTPO6A	Participate in prosthetic and orthotic service provision	29
MEM1.1FA	Undertake interactive workplace communications	35
MEM1.2FA	Apply principles of OHS in work environment	41
MEM1.3FA	Apply quality procedures	47
MEM1.4FA	Plan to undertake a routine task	51
MEM2.1C12A	Apply quality systems	57
MEM2.2C11A	Organise and analyse information	61
MEM2.3C11B	Operate in a work based team environment	65
MEM2.4C11A	Assist in the provision of on the job training	69
MEM2.5C11A	Measure with graduated devices	73
MEM2.6C10A	Plan a complete activity	77
MEM2.7C10A	Perform computations – basic	81
MEM2.8C10A	Perform computations	85
MEM2.9C10A	Perform computer operations	89
MEM4.11AA	Produce polymer patterns	93
MEM5.4AB	Perform routine oxy acetylene welding	97
MEM5.5AA	Carry out mechanical cutting	101
MEM5.6AA	Perform brazing and/or silver soldering	105
MEM5.7AB	Manual heating and thermal cutting	111
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Introduction to Complementary and Alternative Health Care National Competency Standards

This document contains specific national competency standards relating to Complementary and Alternative Health Care. The competency standards form part of the Health Training Package. The Health Training Package has been developed by Community Services and Health Industry Skills Council Ltd with the assistance of funding provided by the Commonwealth Government through the Department of Education Science and Training (DEST).

This document must be used in conjunction with the following documents:

- Health Training Package Assessment Guidelines
- Health Training Package Qualifications Framework
- Industry and Organisational Requirements and Business Services National Competency Standards

The Health Training Package integrates national competency standards, qualifications and assessment guidelines in the following areas:

- Ambulance
- General Health Services Delivery
 - Health Service Assistance
 - Health Support Services
- Complementary and Alternative Health Care
 - Ayurveda
 - Homoeopathy
 - Remedial Massage
 - Naturopathy
 - Shiatsu Therapy
 - Traditional Chinese Medicine Remedial Massage
 - Western Herbal Medicine
- Dental Assisting, Dental Technology and Dental Prosthetics
- Health Technician work
- Population Health

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Complementary and Alternative Health Care Units of Competency

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UNIT HLTCOM1A

Provide specific information to clients/patients

Based on CHCINF1A: Process and provide information.

Unit Descriptor

This unit covers the skills required to identify client/patient information needs and provide appropriate information.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Establish relationship with the client/patient | 1.1 Clients/patients are greeted courteously and professionally
1.2 <i>Special needs</i> of clients/patients are identified
1.3 <i>Effective communication</i> is used with clients/patients
1.4 <i>Cultural and personal factors</i> are taken into consideration when interacting with clients/patients |
| 2. Identify client/patient information needs | 2.1 Clients/patients are encouraged to voice queries
2.2 Client/patient are asked about information needs
2.3 Client/patients are assisted to identify their information needs if necessary
2.4 Client/patient information needs are confirmed |
| 3. Provide specific information | 3.1 <i>Relevant information</i> is presented clearly and comprehensively and in sufficient detail to meet the needs of the enquirer
3.2 Appropriate <i>modes of communication</i> are selected to suit the enquiry and the purpose and context of the enquiry
3.3 Discretion and confidentiality are exercised appropriately and boundaries of confidentiality are outlined and explained to clients/patients whenever appropriate or required
3.4 Appointments are made for client/patients |
| 4. Provide prepared information to promote access to services | 4.1 The range of services available is identified
4.2 Prepared information or details of a range of services are provided to clients/patients when required
4.3 Where appropriate, specialist information, advice and assistance is sought from supervisor on behalf of client/patient |

ELEMENTS

PERFORMANCE CRITERIA

- 4.4 Communication difficulties are *managed appropriately*
- 4.5 Problems relating to providing information about services are referred to supervisor

RANGE OF VARIABLES

Special needs may include:

- Disability
- Communication difficulties
- Language difficulties
- Presence of children/spouse
- Need for uninterrupted privacy
- Need for communication aids

Effective communication includes:

- Active listening
- Appropriate language
- Appropriate communication aids
- Appropriate modes of communication
- Appropriate demeanour and body language
- Appropriate tone and presentation
- Observation
- Questioning, clarifying, advising
- Providing appropriate and accurate information
- Honesty and integrity

Cultural and personal factors may include:

- Religious background
- Racial background
- Gender
- Age
- Dis/ability
- Family or social factors

Relevant information may include:

- Confirmation of appointment date and time
- Number, length and costs of visits
- Location directions
- Costs and payment options
- Referrals
- Procedure and practices
- Health fund rebates
- Workcover eligibility
- Information about general health and self care
- Background information about the practice
- Information about the expertise of the practitioner

RANGE OF VARIABLES

Modes of communication may include:

- Verbal/Non-verbal
- Written
- Formal/informal
- Direct/indirect
- Personal/using technology
- Correspondence

Managed appropriately may include:

- Managing emotions
- Defusing anger
- Clarifying the issues
- Attending to client/patient needs as appropriate
- Maintaining composure and professional attitude
- Providing support
- Seeking assistance

EVIDENCE GUIDE

Critical aspects of communication include:

- Demonstrated ability to respond appropriately to a range of clients/patients in a range of situations
- Demonstrated ability to respond appropriately to special needs
- Demonstrated ability to appropriately prepare and present information for a range of enquiries
- Demonstrated ability to make appointments to meet a range of client/patient needs in accordance with established business practice
- Demonstrated ability to handle difficult situations
- Demonstrated ability to abide by organisational procedures and practices
- Demonstrated ability to elicit information
- Demonstrated communication skills including:
 - Active listening
 - Clear, concise and correct written and verbal communication
 - Ability to pass on verbal and written messages
 - Documentation and record keeping abilities
 - Correct presentation of correspondence
 - Ability to clarify and ascertain correct meanings from communication
 - Ability to establish rapport
 - Ability to communicate on a one-to-one basis
 - Use of correct grammar, spelling and punctuation
- Demonstrated ability to seek assistance if necessary

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of principles and practices of treatment
- Knowledge of clinic policies, procedures and guidelines
- Demonstrated verbal and non-verbal communication skills
- Knowledge of practice information sources

EVIDENCE GUIDE

- Ability to handle difficult communications
- Knowledge of effective communication strategies

Resource implications

Resource requirements may include:

- Participants for role plays
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations and role play
- Oral questioning
- Case studies and scenarios as a basis for discussion

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be mostly practical and examples covering a range of clinical situations.

UNIT HLTCOM2A

Develop professional expertise

Unit Descriptor

This unit describes the skills required to initiate and maintain continual development of professional skills and knowledge in complementary healthcare and contribute to the knowledge base of the specific healthcare practice.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| 1. Seek out and apply traditional, alternative and scientific information | 1.1 A variety of methods are utilised to collect and evaluate data in the clinical setting |
| | 1.2 Literature on the theory and practice of traditional, alternative and scientific medicine is accessed and evaluated |
| | 1.3 Case presentations and/or literature reviews are given in a public/peer setting |
| 2. Implement reflective learning practices | 2.1 New treatments, protocols and other new ideas are evaluated, compared and contrasted |
| | 2.2 Skills and competencies are transferred to new contexts |
| | 2.3 Knowledge of the historical, theoretical and philosophical aspects of the field of practice is used to improve existing practices |
| | 2.4 Strengths and weaknesses are identified and measures to improve these are implemented |
| 3. Contribute to the development of professional practices | 3.1 Links with other healthcare professionals are established using a knowledge of local, community and hospital based services |
| | 3.2 Membership of relevant professional association/s is maintained |
| | 3.3 Participation in <i>professional development activities</i> is actively pursued |
| | 3.4 Progress of professional development is <i>monitored</i> on a regular basis |
| 4. Critically evaluate specific research | 4.1 Research strategies are described |
| | 4.2 Stakeholders and their communication needs are identified |
| | 4.3 Research requirements are identified |
| | 4.4 Research information and data is analysed |
| | 4.5 Research is reported |

RANGE OF VARIABLES

Professional development activities may include:

- Articles, public presentations, interviews and other communications
- Attendance at lectures or other education activities
- Participation in research projects
- Participation in provings
- Attendance at association meetings
- Subscription to professional journals
- Clinic supervision
- Provision of or participation in training
- Study, distance-based learning
- Mentoring

Monitored may refer to:

- Feedback from colleagues
- Accreditation to professional associations
- Peer discussions
- Workplace assessments
- Supervisory feedback
- Assessment of clinic results
- Client/patient surveys
- Monitoring of client/patient attendance and business success

Research strategies include:

- Selecting and defining hypotheses according to standard research practice
- Case history
- Surveys and questionnaires
- Participant recruitment
- Recognised research techniques
- Research validation, peer review, reputability

Research requirements may include:

- Designing and making available material and other aids needed to conduct research eg questionnaires
- Identifying all relevant information sources
- Arranging times and places for collection of information
- Collecting and storing information
- Maintaining confidentiality where appropriate

RANGE OF VARIABLES

The research is reported includes:

- Presenting research, methodology and findings to industry peers
- Providing analysis of the data, issues and needs arising during research
- Providing an analysis of methodology used

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated participation in professional development activities listed in the range of variables
- Knowledge of research strategies
- Knowledge of research techniques
- Demonstrated ability to identify and communicate research findings with others
- Demonstrated ability to collect, organise and analyse research data
- Demonstrated report writing skills
- Demonstrated presentation skills
- Demonstrated competence in communicating industry specific information
- Knowledge of recent issues and events affecting the industry

Underpinning knowledge and skills:

- Knowledge of research issues and their application
- Ability to write reports
- Knowledge of statistical analysis
- Knowledge of relevant reference works
- Literacy, numeracy and computer skills
- Knowledge of professional development activities available
- Knowledge of the historical, theoretical and philosophical aspects of the field of practice
- Knowledge of time management strategies
- Knowledge of own personal and professional strengths and weaknesses

Resource implications

Resource requirements may include:

- Relevant documentation
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Explanations of technique
- Oral questioning and discussion

EVIDENCE GUIDE

- Short tests and essays
- Research projects
- Presentations

Context of assessment

This unit can be assessed in a range of settings where the participant can demonstrate professional development. Assessment may contain both theoretical and practical components and cover a range of participatory activities.

UNIT HLTCOM3A Manage a practice

Unit Descriptor

This unit describes the skills required to manage a clinical health practice according to the size and scale of the business.

ELEMENT	PERFORMANCE CRITERIA
1. Establish the practice	1.1 <i>A business plan</i> is prepared 1.2 <i>Policies and procedures</i> are established 1.3 <i>Required resources</i> are available 1.4 <i>Statutory and regulatory requirements</i> are complied with
2. Implement financial management procedures	2.1 The finances of the business are managed 2.2 Systems for financial documentation are established 2.3 Information for financial reports is recorded
3. Implement practice management strategies	3.1 <i>Operational strategies</i> are implemented 3.2 <i>Marketing strategies</i> are implemented 3.3 Meetings are planned and managed 3.4 <i>Stock</i> levels and supplies are monitored
4. Implement personnel management strategies	4.1 <i>Support strategies</i> are implemented to support self 4.2 <i>Human resource strategies</i> are developed 4.3 Payroll and <i>employee records</i> are managed if necessary 4.4 Diversity is managed appropriately

RANGE OF VARIABLES

Business plan may include information on:

- Business goals and objectives
- Specialist services to be provided or recruited
- Legal structure
- Statutory and regulatory compliance
- Budget forecasts
- Marketing strategies
- Staffing requirements
- Required resources
- Management strategies

The comprehensiveness and extent of detailed documentation required in the business plan will depend on a range of factors which may include:

- Proposed size and scale of the business
- Market focus of the business
- Need to raise finance and requirements of lenders
- Level of risk involved
- Different stages in the development of a business

Policies and procedures may include:

- Treatment protocols
- Human resources policies
- Communication procedures
- Emergency procedures
- Stock control procedures
- Financial procedures
- Documentation procedures
- Security procedures
- Policy and procedure guidelines developed and/or provided by industry associations

In accordance with requirements for the scale of the operation.

RANGE OF VARIABLES

Required resources may include:

- Physical location
- Practice/medical equipment
- Staff
- Administrative equipment and materials
- Communications equipment
- Marketing materials

Statutory and regulatory requirements may include local, state and national legislation and regulations affecting business operations such as:

- Business registration
- Planning and other permissions
- Fire, occupational and environmental legislation
- Taxation, copyright and trademark regulations
- Codes of practice standards
- Anti-competition/monopoly and consumer-based legislation
- Anti-Discrimination Act
- Equal Employment Opportunities Act
- Therapeutic Goods Act

Manage the finances of the business includes monitoring and making decisions on:

- Current financial state of the clinic (or owner/operator)
- Financial performance to date (if applicable)
- Likely return on investment
- Financial inputs required (sources and forms of finance)
- Projections of likely financial results (budgeting)
- Risks and measures to manage or minimise risks
- Assets

RANGE OF VARIABLES

Financial documentation may include:

- Banking documentation
- Credit transactions
- Creditors and debtors systems
- Costing procedures
- Draft financial forecasts/budgets
- Stock records
- Petty cash
- Asset registers
- Payroll records

These will vary in complexity according to the scale of the business and the level of support employed from accountants and financial consultants.

Financial reports may include:

- Cash flow forecasts
- Budget reports
- Reconciliations
- Taxation documentation
- Profit and loss statements
- Detailed ledger accounts

These will vary in complexity according to the scale of the business and the level of support employed from accountants and financial consultants.

Operational strategies may include:

- Management and administrative systems and procedures
- Office systems
- Marketing approaches
- Staffing procedures
- Daily operation procedures
- Environmental strategies

Marketing strategies may include:

- Promotional and public relations activities
- Development of marketing/promotional materials
- Publicity and media relations
- Advertising
- Pricing strategies

RANGE OF VARIABLES

Stock may include:

- Materials and equipment required to prepare and dispense medicines
- Materials and equipment used in the treatment of clients/patients
- Medicinal preparations provided to clients/patients
- Stationery and administrative supplies
- Information materials provided to clients/patients
- Other promotional materials

Support strategies may include:

- Setting, reviewing and adjusting goals
- Catering to personal limitations
- Defining boundaries
- Gaining adequate supervision
- Maintaining discussions with colleagues
- Collegial support group or network
- Personal or professional support

Human resource strategies may include:

- Recruitment targets, policies and procedures
- Training and assessment
- Performance management strategies
- Personnel documentation
- Workplace communications
- Planning and facilitation of meetings
- Implementation of statutory requirements
- Workplace health and safety
- Time and stress management
- Support networks

These will vary in detail according to number of personnel involved either as practitioner partners or employees

Employee records may include:

- Job/position descriptions
- Employee records (including tax file number, remuneration, leave and training records, records of disciplinary action, time and wages sheets)

RANGE OF VARIABLES

- Records of taxation and superannuation payments made
- OHS records
- Relevant awards and/or industrial agreements.

Manage diversity involves:

Valuing and utilising the different skills, backgrounds and capabilities of self and staff and developing strategies to encourage and enable their effective integration into the business. Diversity may include for example:

- Gender
- Culture
- Language
- Network of contact
- Work preference
- Competencies
- Education
- Work history

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to prepare business plans
- Demonstrated ability to manage meetings
- Knowledge of meeting procedures
- Demonstrated ability to prepare cash flow forecasts
- Demonstrated ability to accurately record financial transactions
- Demonstrated ability to prepare and manage payroll and maintain payroll records
- Demonstrated ability to manage finances
- Knowledge of stock control methods and procedures
- Demonstrated ability to provide clinic guidelines, policies and procedures
- Ability to assess human resources appropriate to size/scope of clinic
- Ability to assess competencies of clinic staff appropriate to size/scope of clinic
- Ability to review clinic job descriptions and hierarchical structures
- Ability to review training/career pathway strategies appropriate to size/scope of clinic

Underpinning knowledge and skills:

- Knowledge of forms and sources of finance
- Knowledge of specialist services available and charges
- Knowledge of planning and control systems (sales, advertising and promotion, distribution and logistics)
- Knowledge of ATO requirements
- Knowledge of various methods producing financial reports, payroll procedures and employee statutory records
- Knowledge of industrial awards and agreements
- Knowledge of production and planning techniques
- Knowledge of effective monitoring systems

EVIDENCE GUIDE

- Knowledge of business risks and measures to manage or minimise risks
- Knowledge of options for meeting human resource requirements and the implications of each option
- Knowledge of legal and regulatory aspects of employing or contracting human resources
- Knowledge of legal rights and responsibilities
- Knowledge of all relevant statutory and regulatory requirements which affect the proposed small business
- Knowledge of insurance requirements
- Knowledge of contractual rights and responsibilities
- Knowledge of record keeping duties
- Knowledge of operational factors relating to the business (provision of professional services, products)
- Knowledge of key operational concepts and procedures
- Knowledge of business systems
- Knowledge of methods of monitoring performance
- Self awareness skills
- Knowledge of support networks
- Time management skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic
- Relevant documentation
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Explanations of technique
- Oral questioning and discussion

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and cover a range of aspects of practice management.

UNIT HLTCOM4A

Communicate effectively with clients/patients

Unit Descriptor

This unit covers the skills required by practitioners to establish and maintain effective communication with the client/patient throughout all interactions and provide basic counselling as required and as appropriate to facilitate the treatment.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Establish professional relationship with the client/patient | 1.1 Practice is evaluated to maintain a high standard of client/patient service |
| | 1.2 <i>Special needs</i> of clients/patients are identified and responded to |
| | 1.3 <i>Effective communication</i> is used with clients/patients |
| | 1.4 Clients/patients are encouraged to voice queries and/or fears and these are addressed appropriately |
| | 1.5 <i>Cultural and personal factors</i> are taken into consideration when consulting or interacting with clients/patients |
| | 1.6 Discretion and confidentiality are exercised appropriately and boundaries of confidentiality are outlined and explained to clients/patients whenever appropriate or required |
| | 1.7 <i>Boundaries</i> of the practitioner/client/patient relationship are defined and applied |
| 2. Provide effective response to client/patient enquiries | 2.1 <i>Relevant information</i> is presented clearly and comprehensively and in sufficient detail to meet the needs of the enquirer |
| | 2.2 Appropriate <i>modes of communication</i> are selected to suit the enquiry and the purpose and context of the enquiry |
| | 2.3 <i>Enquirer's expectations</i> are identified and acknowledged |
| | 2.4 Any unresolved concerns or issues are discussed with enquirers |
| | 2.5 Appointments are made for client/patients according to clinic guidelines |
| 3. Respond effectively to difficult or challenging behaviour | 3.1 Responses to difficult or challenging behaviour are planned and <i>managed appropriately</i> |
| | 3.2 Professional integrity is maintained at all times |

ELEMENTS	PERFORMANCE CRITERIA
4. Use basic counselling skills as required to facilitate treatment	<p>4.1 Need for <i>basic counselling</i> is determined</p> <p>4.2 Basic counselling is provided to facilitate treatment when necessary and in accordance with <i>practice specific guidelines</i></p> <p>4.3 Details of care are recorded according to <i>clinic guidelines</i></p>

RANGE OF VARIABLES

Special needs may include:

- Disability
- Communication difficulties
- Language difficulties
- Presence of children/spouse
- Need for uninterrupted privacy
- Need for communication aids

Effective communication includes:

- Active listening
- Appropriate language
- Appropriate communication aids
- Appropriate modes of communication
- Appropriate demeanour and body language
- Appropriate tone and presentation
- Observation
- Questioning, clarifying, advising
- Providing appropriate and accurate information
- Honesty and integrity

Cultural and personal factors may include:

- Religious background
- Racial background
- Gender
- Age
- Dis/ability
- Family or social factors

Boundaries may refer to:

- Confidentiality
- Privacy
- Respect
- Acknowledgement of individual needs
- Appropriate sexual boundaries
- Appropriate physical boundaries
- Use of enquiry only as appropriate and necessary
- Practitioner awareness of possibilities of client/patient transference
- Practitioner staying within area of expertise

RANGE OF VARIABLES

Relevant information may include:

- Confirmation of appointment date and time
- Number, length and costs of visits
- Location directions
- Costs and payment options
- Referrals
- Medical reports
- Medication information
- Procedure and practices
- Information about client/patient condition or treatment
- Information about general health and self care
- Background information about the practice
- Information about the expertise of the practitioner

Modes of communication may include:

- Verbal/non-verbal
- Written
- Formal/informal
- Direct/indirect
- Personal/using technology

Enquirer expectations may include:

- Potential for improved health/wellbeing
- Duration for treatment
- Costs
- Availability for health fund rebates
- Workcover eligibility
- Hours and locations of visits

Managed appropriately may include:

- Managing emotions
- Defusing anger
- Clarifying the issues
- Attending to client/patient needs
- Maintaining composure and professional attitude
- Providing support
- Seeking assistance

The need for basic counselling may include:

- To support client/patient
- To facilitate case taking

RANGE OF VARIABLES

- To facilitate negotiation with client/patient
- To facilitate education of client/patient
- To facilitate information giving
- To assess the need for professional counselling

Basic counselling skills may include:

- Attending skills, use of body language
- Paraphrasing
- Reflecting feelings
- Open and closed questioning or probing
- Summarising
- Reframing
- Exploring options
- Normalising statements

Practice specific guidelines refers to:

- Basic counselling is used only in order to facilitate the treatment
- Clients/patients requiring professional counselling are referred
- Counselling is used as a communication tool and for emotional support when necessary to treatment
- Client/patient boundaries are respected at all times
- Counselling is provided in accordance with level of training

Clinic guidelines may include:

- Guidelines and procedures
- Mission statements
- Codes of practice

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of various modes of communication appropriate to therapeutic practice
- Demonstrated ability to respond appropriately to a range of clients/patients in a range of situations
- Demonstrated ability to respond appropriately to special needs
- Demonstrated ability to appropriately prepare and present information for a range of enquiries
- Demonstrated ability to make appointments to meet a range of client/patient needs in accordance with established business practice
- Demonstrated ability to handle difficult situations
- Demonstrated ability to follow clinic guidelines
- Demonstrated ability to assess the need for professional counselling
- Demonstrated ability to use basic counselling skills to facilitate various goals
- Demonstrated ability to elicit information
- Demonstrated communication skills may include:
 - Active listening
 - Clear, concise and correct written and verbal communication
 - Ability to pass on verbal and written messages
 - Documentation and record keeping abilities
 - Correct presentation of correspondence
 - Ability to clarify and ascertain correct meanings from communication
 - Ability to establish rapport
 - Ability to communicate on a one-to-one and group basis
 - Use of correct grammar, spelling and punctuation
- Demonstrated ability to seek assistance if necessary

Concurrent assessment and relationship with other units:

- Work within a (specialised) framework
- Perform health assessment
- Provide the treatment

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Make referrals to other health professionals when appropriate
- Knowledge of principles and practices of treatment
- Knowledge of clinic policies, procedures and guidelines
- Demonstrated verbal and non-verbal communication skills
- Knowledge of legal and ethical issues relating to practitioner – client/patient relations
- Demonstrated writing skills
- Demonstrated record keeping skills
- Knowledge of basic counselling techniques
- Ability to recognise the limitations of own counselling skills
- Knowledge of basic information on counselling styles and theories
- Knowledge of basic information on human psychological development and needs
- Knowledge of basic information on human psychopathologies including personality disorders
- Knowledge of local professional counselling resources

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- Participants for role plays
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations and role play
- Oral questioning
- Case studies and scenarios as a basis for discussion

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be mostly practical and examples covering a range of clinical situations.

UNIT HLTCOM5A Administer a practice

Unit Descriptor

This unit describes the skills required to provide administration for a clinical health practice according to the size and scale of the business.

ELEMENT	PERFORMANCE CRITERIA
1. Establish and maintain administrative systems	<ul style="list-style-type: none">1.1 <i>Routine tasks</i> are identified and performed1.2 <i>Policies and procedures</i> are followed1.3 <i>Resources</i> are used appropriately1.4 Administrative systems are established
2. Conduct financial administration	<ul style="list-style-type: none">2.1 Financial procedures of the business are administered2.2 Systems for <i>financial documentation</i> are maintained2.3 Information for financial reports is recorded
3. Follow practice management strategies	<ul style="list-style-type: none">3.1 <i>Operational strategies</i> are followed3.2 <i>Marketing strategies</i> are followed3.3 Meetings are attended when necessary3.4 <i>Stock</i> levels and supplies are monitored3.5 <i>Statutory and regulatory requirements</i> are complied with
4. Administer personnel management strategies	<ul style="list-style-type: none">4.1 <i>Human resource strategies</i> are followed4.2 Payroll and <i>employee records</i> are administered if necessary4.3 Diversity guidelines are followed

RANGE OF VARIABLES

Routine tasks may include:

- Maintaining information systems
- Providing practice communications
- Performing financial activities
- Maintaining stock and resources

Policies and procedures may include:

- Treatment protocols
- Human resources policies
- Communication procedures
- Emergency procedures
- Stock control procedures
- Financial procedures
- Documentation procedures
- Security procedures
- Policy and procedure guidelines developed and/or provided by industry associations

In accordance with requirements for the scale of the operation.

Resources may include:

- Physical environment
- Practice/medical equipment
- Administrative equipment and materials
- Communications equipment
- Marketing materials

Financial documentation may include:

- Banking documentation
- Credit transactions
- Creditors and debtors systems
- Costing procedures
- Draft financial forecasts/budgets
- Stock records
- Petty cash
- Asset registers
- Payroll records

There will vary in complexity according to the scale of the business and the level of support employed from accountants and financial consultants.

RANGE OF VARIABLES

Financial reports may include:

- Cash flow forecasts
- Budget reports
- Reconciliations
- Taxation documentation
- Profit and loss statements
- Detailed ledger accounts

There will vary in complexity according to the scale of the business and the level of support employed from accountants and financial consultants

Operational strategies may include:

- Management and administrative systems and procedures
- Office systems
- Marketing approaches
- Staffing procedures
- Daily operation procedures
- Environmental strategies

Marketing strategies may include:

- Promotional and public relations activities
- Development of marketing/promotional materials
- Publicity and media relations
- Advertising
- Pricing strategies

Stock may include:

- Materials and equipment required to prepare and dispense medicines
- Materials and equipment used in the treatment of clients/patients
- Medicinal preparations provided to clients/patients
- Stationery and administrative supplies
- Information materials provided to clients/patients
- Other promotional materials

RANGE OF VARIABLES

Statutory and regulatory requirements may include local, state and national legislation and regulations affecting business operations such as:

- Business registration
- Planning and other permissions
- Fire, occupational and environmental legislation
- Taxation, copyright and trademark regulations
- Codes of practice standards
- Anti-competition/monopoly and consumer-based legislation
- Anti-discrimination Act
- Equal Employment Opportunities Act
- Therapeutic Goods Act

Human resource strategies may include:

- Recruitment, policies and procedures
- Training and assessment
- Performance management strategies
- Personnel documentation
- Workplace communications
- Planning and facilitation of meetings
- Implementation of statutory requirements
- Workplace health and safety
- Time and stress management
- Support networks

There will vary in detail according to number of personnel involved either as practitioner partners or employees

Employee records may include:

- Job/position descriptions
- Employee records (including tax file number, remuneration, leave and training records, records of disciplinary action, time and wages sheets)
- Records of taxation and superannuation payments made
- OHS records
- Relevant awards and/or industrial agreements

RANGE OF VARIABLES

Manage diversity involves:

Valuing and utilising the different skills, backgrounds and capabilities of self and staff and developing strategies to encourage and enable their effective integration into the business. Diversity may include for example:

- Gender
- Culture
- Language
- Network of contact
- Work preference
- Competencies
- Education
- Work history

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of clinic practices and procedures
- Demonstrated ability to establish and maintain administrative systems
- Demonstrated ability to accurately record financial transactions
- Demonstrated ability to maintain payroll records
- Demonstrated ability to securely manage monies
- Knowledge of stock control methods and procedures
- Ability to follow clinic practice guidelines
- Ability to give and receive communication messages

Underpinning knowledge and skills:

- Knowledge of forms and administrative systems
- Knowledge of services available and charges
- Knowledge of planning and control systems (sales, advertising and promotion, distribution and logistics)
- Knowledge of financial recording systems
- Knowledge of legal rights and responsibilities
- Knowledge of record keeping duties
- Knowledge of operational factors relating to the business (provision of professional services, products)
- Knowledge of business systems
- Time management skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic
- Relevant documentation
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Explanations of technique
- Oral questioning and discussion

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and cover a range of aspects of practice management.

UNIT HLTCOM6A Make referrals to other health care professionals when appropriate

Unit Descriptor

This unit describes the skills required to arrange referrals to other health care professionals when required.

ELEMENT	PERFORMANCE CRITERIA
1. Formulate a referral plan for client/patients requiring further treatment	<ul style="list-style-type: none">1.1 <i>Need for referral to other health care professionals /services</i> is determined1.2 Need for referral is communicated to the client/patient1.3 Financial aspects of complementary health care are considered
2. Interact with other health care professionals	<ul style="list-style-type: none">2.1 A range of <i>complementary health care</i> professionals and services is identified2.2 Complementary health care professionals and <i>support services</i> are consulted to determine the most appropriate source for <i>referral</i>2.3 Relate effectively and knowledgeably with other health care professionals
3. Arrange a referral to an appropriate source for clients/patients with specific needs	<ul style="list-style-type: none">3.1 The health care professional and/or service to whom clients are to be referred are contacted3.2 Transfer of <i>copies of client/patient records</i> to the appropriate referral source is arranged3.3 The client/patient is included in referral communications and provided with written referrals3.4 The appropriate health professional/service is <i>briefed</i> on reason for referral3.5 Queries regarding the referral are answered3.6 Assistance is provided to other health care professionals/services as required3.7 Referrals are recorded in case notes

RANGE OF VARIABLES

Need for referral may include:

- Patient with a counselling need beyond the practitioner's own level of skill
- Client/patient in need of ongoing support or counselling
- Client/patient with a personality disorder
- Disclosure, by a minor, of abuse
- Suicidal or homicidal client/patient
- Referral to a GP for initial or follow up pathology
- Referral to GP/health services because of a/or suspicion of notifiable disease
- Practitioner establishes a supervisory, social or sexual relationship with client/patient
- Practitioner identifies with client/patient transference or counter-transference

Other health care professionals/services may include but are not limited to:

- Professional counsellors or psychologists
- Social or health workers
- Mental health units or hospitals
- Doctors
- Psychiatrists
- Law officers
- Dieticians
- Physiotherapists/chiropractors
- Complementary health therapists

Complementary health care practitioners may include:

- More experienced homoeopaths with or without a speciality
- Naturopaths
- Herbalists
- Acupuncturists
- Massage therapists
- Osteopaths
- Chiropractors

Support services may include:

- Local child care centre
- Local welfare centre
- Local church groups
- Local other than Christian groups

RANGE OF VARIABLES

- Life line
- Domestic violence telephone service
- Others

Referral may be by:

- Written communication
- Verbal communication

Client records may include:

- A copy of the whole care record
- A synopsis of the case record
- Homoeopathic specific information via eg Standard Case Record/ing form/s, symptom descriptor forms, treatment evaluation and progress sheets

Briefing may include:

- Verbal communication eg telephone or face to face
- Electronic communication eg email
- Conventional written letter

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to communicate effectively
- Demonstrated appreciation of the relative merits of the treatment options available in regard to cost, benefit and efficiency of such procedures
- Knowledge of the profession's special characteristics, historical mileposts, aspirations and strengths
- Knowledge of health care professionals/services locally, nationally, and internationally and of their relationship to other professions and organisations
- Consulting colleagues for special expertise
- Ability to write referrals, certificates and correspondence
- Demonstrated ability to formulate referral plans and arrange referrals

Underpinning knowledge and skills:

- Knowledge of the role of other health professionals and support services
- Knowledge of the paradigms, including fee environments, within which other professions function
- Knowledge of and ability to apply referral procedures
- Ability to write third party and medico legal reports, certificates and correspondence
- Knowledge of what constitutes a medical emergency or referral

Resource implications

Resource requirements may include:

- Contact directories

Method of assessment

Assessment may include:

- Simulations
- Oral questioning and discussion
- Case studies and scenarios
- Conventional letters or electronic communication

Context of assessment

This unit can be assessed both on and off the job. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTCOM7A Provide reception services for a practice

Unit Descriptor

This unit describes the skills required to work effectively as a receptionist for a health care practice

ELEMENT	PERFORMANCE CRITERIA
1. Communicate effectively with staff and clients/patients	<ul style="list-style-type: none">1.1 Process mail to facilitate communication flow1.2 Process telephone communications and pass on messages1.3 Manage client/patient appointment bookings1.4 Provide information and advice regarding services and fee structure of the practice to meet client/patient needs1.5 Collect and provide <i>information</i> to facilitate communication flow
2. Manage office administration tasks	<ul style="list-style-type: none">2.1 Maintain information and records system to ensure its integrity2.2 Apply knowledge of practice to complete routine administration tasks2.3 Maintain and use computer files and programs2.4 Use office equipment to perform routine tasks
3. Perform routine financial activities	<ul style="list-style-type: none">3.1 Monitor <i>cash control</i> for accounting purposes3.2 Monitor <i>stock level</i> and order supplies3.3 Apply knowledge of fee structure to prepare and process accounts3.4 Prepare routine <i>financial documents</i>
4. Provide basic health care assistance	<ul style="list-style-type: none">4.1 Use practice specific/medical terminology correctly when communicating with staff and clients/patients4.2 Carry out <i>routine tasks</i> to assist health care practitioner4.3 Process referrals to specialist practitioners
5. Work effectively within a team	<ul style="list-style-type: none">5.1 Co-ordinate own work schedule to complete tasks and achieve team goals5.2 Apply knowledge of employee and employer rights and responsibilities to workplace environment

ELEMENT

PERFORMANCE CRITERIA

- 5.3 Participate in workplace meetings and communications
- 5.4 Review and develop own performance

RANGE OF VARIABLES

Information may include:

- Messages
- Requests
- Observations
- Verbal or written information

Cash control may include:

- Processing of money collected
- Banking
- Ledger/computer entry
- Receipts
- Documentation

Stock level may include:

- Stationery and administrative supplies
- Stock for practitioner treatments
- Equipment/supplies
- Treatment ingredients
- Promotional material
- Cleaning materials and equipment

Financial documents may include:

- Transaction records
- Banking records
- Receipts
- Cash book entries
- Computer entries
- Order forms
- Inventory records

Routine tasks may include:

- Banking
- Processing appointments
- Maintaining communication flow
- Receiving clients/patients
- Providing information to clients/patients/practitioner/work colleagues
- Administration
- Processing accounts
- Preparing and dispensing medicines
- Sterilising equipment

RANGE OF VARIABLES

- Managing stock
- Maintaining clean work and reception areas
- Ordering and receiving supplies
- Processing referrals
- Processing test requests
- Assisting practitioner as required

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to carry out office administrative tasks
- Ability to process financial transactions
- Ability to use correct practice specific/medical terminology
- Ability to effectively communicate with work colleagues and clients/patients
- Knowledge of the services and procedures of the practice
- Ability to respond appropriately to client/patient information needs and requests
- Ability to effectively pass on communications
- Ability to make appointments
- Ability to use office equipment
- Ability to carry out routine tasks
- Ability to manage own work load

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of the principles and practices of the specific health care practice
- Knowledge of administrative procedures
- Knowledge of financial procedures
- Knowledge of routine tasks in a health care practice
- Knowledge of stock management requirements
- Knowledge of organisational policies and procedures
- Ability to manage own work
- Knowledge of appropriate external agencies
- Knowledge of appropriate information sources
- Literacy skills - follows practice specific/medical procedures and policies, signs and instructions, use correct spelling, grammar and punctuation
- Ability to follow routine oral and written sequenced instructions
- Language skills - relays information, uses appropriate and correct practice specific/medical terminology, use correct pronunciation and sentence structures, question to clarify terms and

EVIDENCE GUIDE

context

- Interpersonal skills - interacts with client/patients and others in an appropriate manner
- Research skills - increases own knowledge of services offered by the practice

Resource implications

Resource requirements may include:

- Relevant documents or stationery
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Short tests and essays
- Oral questioning and discussion
- Practical demonstration
- Simulations

Context of assessment:

This unit is most appropriately assessed in a classroom or workplace environment. Assessment may contain theoretical and practical aspects and examples covering a range of clinical situations.

UNIT HLTCOM8A (BSAMED301A)

Use specific/medical terminology to communicate with client/patients, fellow workers and health professionals

Unit Descriptor

This unit covers the skills required to understand and respond to instructions, carry out routine tasks and communicate with a range of internal/external clients in a health care practice, using appropriate practice-specific/medical terminology.

ELEMENT	PERFORMANCE CRITERIA
1. Respond appropriately to instructions which contain practice-specific/medical terminology	<ul style="list-style-type: none">1.1 <i>Written and oral instructions</i> using <i>practice-specific/medical terminology</i> are received, understood and documented1.2 Checklists are used where appropriate1.3 Abbreviations for practice-specific/medical terms and associated processes are understood1.4 <i>Clinic guidelines</i> are understood and adhered to1.5 <i>Clarification</i> is sought when necessary
2. Carry out routine tasks	<ul style="list-style-type: none">2.1 Practice-specific/medical terminology is used correctly in the completion of <i>routine tasks</i>2.2 Assistance is sought from designated person/s as required
3. Use appropriate practice-specific/medical terminology in oral and written communication with client/patients, fellow workers and health care professionals	<ul style="list-style-type: none">3.1 Appropriate practice-specific/medical terminology is used as directed in <i>oral communication</i> with client/patients, fellow workers and health care professionals3.2 Appropriate practice-specific/medical terminology is used as directed in <i>written communication</i> with client/patients, fellow workers and health care professionals3.3 Written communication is presented to a designated person for verification if required3.4 Practice-specific/medical terminology is spelt and pronounced correctly3.5 Advice is sought from designated person with regard to practice-specific/medical terms and accompanying processes

RANGE OF VARIABLES

Practice-specific/medical terminology may include standard terms and abbreviations relating to:

- Practice-specific language and nomenclature
- Case taking
- Prescriptions
- Labelling
- Medical conditions and disease processes
- Medical investigations and procedures
- Medical equipment and instruments
- Departments/sections in a hospital
- Other health care specialties
- Health insurance
- Workcover
- Referrals

Written and oral instructions may include:

- Notices
- Prescriptions
- Instructions for post-treatment care
- Client/patient notes
- Routine reports
- Test results
- Referrals
- OHS signs and instructions
- Diary entries
- Telephone calls
- Oral instructions

Routine tasks may include:

- Entering client/patient details into computer system
- Filing client/client/patient notes
- Maintaining client/patient information
- Receiving and making telephone calls
- Word processing
- Processing correspondence
- Maintaining information to assist client/patients and practitioner
- Ordering stock (eg stationery, medical supplies)
- Recording information
- Preparing reports

RANGE OF VARIABLES

- Answering client/patient enquiries
 - Producing a range of documents, as required
- Oral communication may include:*
- Verbal instructions
 - Confirming appointments
 - Answering routine telephone enquiries
 - Communicating with a range of health care professionals on client/patient related matters
- Written communication may include:*
- Memoranda
 - Letters
 - Minutes
 - Forms
 - Correspondence to a range of health care professionals on client/patient related matters
 - Client/patient history questionnaires
 - Client/patient records
 - Appointment diaries, cards
 - Telephone messages
 - Client/patient histories
 - Case reports
- Clinic guidelines may include:*
- Telephone protocol
 - Correspondence format
 - Office practice manual
 - OHS
 - Emergency procedures
 - Security, confidentiality and privacy procedures
 - Recording information
 - Cleanliness and hygiene
 - Accessing and updating files
 - Information specific to the practice
 - Comply with local, state and federal legislation
 - Instructions
- Clarification may be sought from:*
- Medical dictionary
 - Drug and prescription information sources/databases
 - Practice specific texts

RANGE OF VARIABLES

- Clinic guidelines
- Relevant handbook
- Designated person/s

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to use and understand abbreviations for practice-specific/medical terms and associated processes
- Practice-specific/medical terminology is spelt and pronounced correctly
- Communication is carried out in a professional manner using appropriate communication strategies
- Confidentiality, security and privacy of information is maintained
- Activities and actions are carried out within local, state and federal legislation
- Instructions are followed
- Activities are well organised, executed in a timely fashion and any documents prepared or obtained are filed appropriately
- All written communication is self-checked for spelling errors, grammatical mistakes and missing words and presented to designated person for approval if required

Underpinning knowledge and skills:

- Knowledge of clinic guidelines
- Knowledge of practice-specific/medical terminology
- Knowledge of relevant local/state/federal legislation
- Knowledge of own and others' responsibilities
- Knowledge of appropriate forms and recording requirements
- Knowledge of appropriate external agencies
- Knowledge of appropriate information sources
- Literacy skills - follow procedures, policies, signs and instructions, use correct spelling, grammar and punctuation
- Ability to follow routine oral and written sequenced instructions
- Language skills - relay information, use appropriate and correct practice-specific/medical terminology, use correct pronunciation and sentence structures, question to clarify terms and context
- Interpersonal skills - interact with clients/patients and others in an appropriate manner
- Research skills - increase own knowledge of practice-specific/medical terminology

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- Relevant paper based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors
- Appropriate legislation and regulations relevant to codes of conduct
- Clinic guidelines and reference materials such as a medical dictionary, procedural manuals and checklists
- Appropriate technology such as computers with relevant software, tape recorder

Method of assessment

Assessment may include:

- Short tests and essays
- Oral questioning and discussion

Context of assessment:

This unit is most appropriately assessed in a classroom environment. Assessment may contain theoretical emphasis and examples covering a range of clinical situations.

UNIT HLTAYV1A

Plan the Ayurvedic herbal medicine treatment strategy – Dravyaguna

Unit Descriptor

This unit describes the skills required to prepare for treatment of a clients/patients and to negotiate a treatment management plan with them using an Ayurvedic framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine treatment strategy | <ul style="list-style-type: none">1.1 Appropriate ayurvedic <i>therapeutic principles of treatment</i> are determined according to diagnosis of client/patient and within the skills of competence of the practitioner1.2 <i>Contra-indications to treatment</i> and possible complicating factors are ascertained and treatment strategy used is modified according to herbal medicine principles1.3 Treatment and advice provided by <i>other health care professionals</i> is taken into consideration in determining the strategy to be used in treatment1.4 Treatment strategy appropriate to the client/patient's condition is selected, supported on the basis of established Ayurvedic practice1.5 Specific treatment options take into consideration possible client/patient <i>compliance issues</i> |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| 2. Discuss the treatment strategy with the client | 2.1 The proposed treatment strategy is discussed with the client/patient |
| | 2.2 Sufficient time is allocated to discuss the treatment strategy, appropriate to the client/patient's needs |
| | 2.3 Client compliance is negotiated |
| | 2.4 Discrepancies between the practitioner's and the client/patient's perception of the condition are clarified |
| | 2.5 Any relevant information from medical or diagnostic reports is communicated where appropriate |
| | 2.6 Any perceived risks of the client/patient's condition and treatment are explained |
| | 2.7 The <i>responsibilities of practitioner and client/patient</i> within the treatment plan are clarified |
| | 2.8 The management of selected treatment in relation to any other current therapies, including medical treatment, is negotiated |
| | 2.9 The <i>treatment evaluation strategies</i> are discussed |

RANGE OF VARIABLES

<i>Therapeutic principles of Ayurvedic framework refers to:</i>	Practices, theories and philosophies specific to Ayurvedic practice in the treatment of clients/patients
<i>Contra-indications to treatment and possible complicating factors may include:</i>	<ul style="list-style-type: none"> • Acute surgical and medical conditions such as cardiac arrest, acute hypoglycaemic shock, paralytic ileus and loss of consciousness • Traumatic injuries or conditions requiring immediate medical attention • Life threatening situations • Personal or life circumstances • Ability or willingness to comply with treatment • Allergies/sensitivities • Past treatment history • Current conditions/disease state • Current medications/treatments • Contra-indications for use of certain excipients and bases
<i>Treatments may include:</i>	<ul style="list-style-type: none"> • Prescription of herbal medicines • Dispensing of other preparations, such as churnas and oils • Application of ayurvedic herbal medicines
<i>Client/patient compliance refers to:</i>	<ul style="list-style-type: none"> • Ability to follow instructions or suggestions • Willingness to follow instructions or suggestions
<i>Discrepancies may include:</i>	<ul style="list-style-type: none"> • Client/patient is unaware of the immediate danger of their condition • Client/patient is over anxious about their condition • Client/patient is unaware of maintaining causes acting on their condition • Practitioner is unaware of some implications of the client/patient's condition • Practitioner and client/patient each have a different view of what the main problem is

RANGE OF VARIABLES

Practitioner responsibilities may include:

- Isolating the sick person
- Notifying doctor about their condition
- Appropriate hygienic or sexual behaviour
- Notifying state health authorities of notifiable/communicable disease
- Commitment to the treatment plan
- Discussing relevant contra-indications or potential complications to treatment
- Review of treatment plan

Client/patient responsibilities may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussion and review of response to treatment
- Reviewing achievement of treatment goals
- Monitoring timeframe for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare ayurvedic treatment plans
- Demonstrated ability to understand and discuss medical reports and other data relevant to the case
- Knowledge of remedies/treatments and dosages used to treat particular conditions
- Demonstrated ability to dispense remedies/treatments
- Demonstrated ability to prescribe ayurvedic herbal medicines according to the timeframe appropriate to the client/patient condition and the herbs selected, and to the dosage recommended for the client/patient's age
- Knowledge of legal and ethical considerations in treating clients with herbal remedies
- Knowledge of lifestyle factors relevant to treatment of specific conditions and diseases
- Demonstrated consideration of the impact of client/patient vitality on selected treatments
- Knowledge of possible obstacles to cure
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills
- Demonstrated ability to provide advice

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Apply diagnostic framework

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system
- Knowledge of common disease states and functional problems of each Dosha
- Knowledge of the principles and practice of treating common conditions
- Knowledge of the active principles of the herbal medicines used for each Dosha/condition/system
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge of supplementary measures in the management of the condition/system (dietary considerations, exercise)
- Ability to apply methods of treating and managing disease process of each system using Ayurvedic herbal medicines
- Knowledge of major ayurvedic herbs with respect to their use for general symptoms, energetic, psychological and physiological indications
- Knowledge of minor ayurvedic herbs in respect to their most important indications
- Knowledge of groups of herbs and how to distinguish between them
- Knowledge of the clinical indications of herbal medicines relevant to specific circumstances: infectious diseases, first aid and injuries
- Knowledge of the interaction of treatments with foods, other herbs, nutritional supplements and drugs
- Basic knowledge of pharmacology of pharmaceutical and herbal medicines
- Knowledge of allopathic drugs, their classifications, usage and side effects
- Knowledge of medical terminology
- Knowledge of pharmacokinetics of Ayurvedic herbal medicines – drug administration, absorption, distribution, metabolism and excretion
- Knowledge of pharmacodynamics of pharmaceutical and herbal medicines and the theory of drug action, factors modifying drug effect and dosage, drug toxicity and toxicology
- Knowledge of drug abuse – signs, consequences, treatment, community resources available
- Knowledge of pharmaceutical and herbal

EVIDENCE GUIDE

medicines used in pregnancy and breast feeding

- Knowledge of pharmaceutical and herbal medicines used to treat disorders of each system of the body
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications of treatment
- Knowledge of drug interactions with herbal medicines
- Knowledge of pathogenesis of the remedies/treatments administered
- Ability to access and understand reference material on the effects of current, conventional drug therapies and their withdrawal
- Ability to access and interpret up-to-date information on herbal medicines and practices
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Interpersonal and questioning skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Documented process to enable the access and interpretation of up-to-date information
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Practical assignments
- Written, multiple choice or short answer tests
- Case studies and scenarios
- Observation in a practical setting
- Research work

EVIDENCE GUIDE

Context of assessment

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV2A

Plan the Ayurvedic treatment strategy

Unit Descriptor

This unit describes the skills required to prepare for treatment of a client/patient and negotiate a treatment management plan with them using an Ayurvedic framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine treatment strategy | 1.1 Appropriate therapeutic principles of treatment are determined according to diagnosis of client/patient and within the skills of competence of the practitioner |
| | 1.2 Contra-indications to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to Ayurvedic principles |
| | 1.3 Treatment and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment |
| | 1.4 Treatment strategy appropriate to the client/patient's condition is selected, supported on the basis of established Ayurvedic practice |
| | 1.5 Specific treatment options take into consideration possible client/patient compliance issues |
| 2. Discuss the treatment strategy with the client/patient | 2.1 The proposed treatment strategy is discussed with the client/patient |
| | 2.2 Sufficient time is allocated to discuss the treatment strategy appropriate to the client/patient's needs |
| | 2.3 Client compliance is negotiated |
| | 2.4 Discrepancies between the practitioner's and the client/patient's perception of the condition are clarified |
| | 2.5 Any relevant information from medical or diagnostic reports is communicated where appropriate |
| | 2.6 Any known or perceived risks of the client/patient's condition and treatment are explained |
| | 2.7 The responsibilities of practitioner and client/patient within the treatment plan are clarified |
| | 2.8 The management of selected treatment in relation to any other current therapies is negotiated |
| | 2.9 The treatment evaluation strategies are discussed |

RANGE OF VARIABLES

Contra-indications to treatment and possible complicating factors may include:

- Acute surgical and medical conditions such as cardiac arrest, acute hypoglycaemic shock, paralytic ileus and loss of consciousness
- Traumatic injuries or conditions requiring immediate medical attention
- Life threatening situations
- Personal or life circumstances
- Ability or willingness to comply with treatment
- Allergies/sensitivities
- Past treatment history
- Current conditions/disease state
- Current medications/treatments
- Contra-indications for use of certain excipients and bases
- Lack of client/patient consent

Treatments may include:

- Aharatatva (Treatment according to Ayurvedic Dietary and Nutrition principles based on Rasa and Guna Siddhanta)
- Dravyaguna (Treatment by means of Ayurvedic preparations based on herbs, minerals and metals.)
- Shodhana Chikitsa (Purification or Detoxification treatment)
- Shamana Chikitsa (Pacification or Rejuvenation)
- Abhyanga (Massage or Oleation treatment)
- Pancha Karma (Five-fold Ayurvedic cleansing process)
- Langhana Chikitsa (Fasting or restricted diet or food intake)
- Rasayana Chikitsa (Rejuvenation Treatment)
- Yoga Therapy
- Lifestyle modifications
- Dinacharya advice (Ayurvedic daily routine)
- Ritucharya advice (Ayurvedic seasonal routine)
- Restoration of gyan, vighnan, dhairya, shriti

Client/patient compliance refers to:

- Ability to follow instructions or suggestions
- Willingness to follow instructions or suggestions

RANGE OF VARIABLES

Discrepancies may include:

- Client/patient is unaware of the immediate danger of their condition
- Client/patient is over-anxious about their condition
- Client/patient is unaware of maintaining causes acting on their condition
- Practitioner is unaware of some implications of the client/patient's condition
- Practitioner and client/patient have different views about what the main problem is
- Contrary information may have been believed/adopted

Practitioner responsibilities may include:

- Isolating the sick person
- Notifying doctor about their condition
- Appropriate hygienic behaviour
- Appropriate ethical behaviour
- Notifying state health authorities of notifiable/communicable disease
- Commitment to the treatment plan
- Discussing relevant contra-indications or potential complications to treatment
- Review of treatment plan
- Discussion with other practitioners involved in client/patient's case

Client/patient responsibilities may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of other types of treatment being used
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussion and review of response to treatment
- Reviewing achievement of treatment goals
- Monitoring timeframe for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to understand and discuss medical reports and other data relevant to the case
- Knowledge of remedies/treatments and dosages used to treat particular conditions
- Demonstrated ability to prescribe treatments according to the timeframe appropriate to the client/patient condition and the treatments selected, and to the dosage recommended for the client/patient age group
- Demonstrated ability to select dietary regimes for specific conditions
- Knowledge of legal and ethical considerations in treating clients with remedies/treatments
- Knowledge of lifestyle factors relevant to treatment of specific conditions and diseases
- Demonstrated consideration of the impact of client/patient vitality on selected treatments
- Knowledge of possible obstacles to cure
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills
- Demonstrated ability to provide advice
- Demonstrated ability to adequately record findings and treatment plan

Concurrent assessment and relationship with other units:

- Work within an Ayurvedic framework
- Communicate effectively with clients
- Apply Ayurvedic diagnostic framework

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system
- Knowledge of the Ayurvedic principles and practice of treating common conditions
- Knowledge of the active principles of the treatments used for each condition/system
- Knowledge of the principles of formulation (including dosage and duration of treatment)

EVIDENCE GUIDE

- Knowledge of supplementary measures in the management of the condition/system (dietary considerations, exercise)
- Ability to apply methods of treating and managing disease process of each system using Ayurvedic formulations/treatments
- Knowledge of tridosha theory
- Knowledge of the Ayurvedic materia medica including ganas herbs, ras shastra and bhyashjia kalpana of Ayurvedic traditional formulations, or the equivalent herbs available in Australia
- Knowledge of the ingredients and procedures for formulation of Ayurvedic preparations
- Knowledge of major formulations with respect to their use for general symptoms, psychological and physiological indications
- Knowledge of minor formulations in respect to their most important indications
- Knowledge of groups of formulations and how to distinguish between them
- Knowledge of the clinical indications of remedies relevant to specific circumstances - infectious diseases, first aid and injuries
- Knowledge of the interaction of treatments with foods, herbs, nutritional supplements and drugs
- Knowledge of Ayurvedic pharmacology
- Knowledge of allopathic drugs, their classifications, usage and side effects
- Knowledge of medical terminology
- Knowledge of Ayurvedic pharmacokinetics – drug administration, absorption, distribution, metabolism and excretion
- Knowledge of Ayurvedic pharmacodynamics and the theory of drug action - factors modifying drug effect and dosage; drug toxicity and toxicology
- Knowledge of drug abuse – signs, consequences, treatment, community resources available
- Knowledge of drugs used in pregnancy and breast feeding
- Knowledge of drugs used to treat disorders of each system of the body
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses and contra-

EVIDENCE GUIDE

indications to treatments

- Knowledge of drug interactions
- Knowledge of pathogenesis according to Ayurveda
- Ability to access and understand reference material on the effects of current conventional drug therapies and their withdrawal
- Ability to access and interpret up-to-date information
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of indications, contra-indications, precautions, negative effects of treatment
- Knowledge of considerations of social issues on treatment availability and outcome (eg economic factors, access to disabled patients, language communication)
- Interpersonal and questioning skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Documented process to enable the access and interpretation of up-to-date information
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Practical assignments
- Written, multiple choice or short answer tests
- Case studies and scenarios
- Observation in a practical setting
- Research work

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV3A Prepare and dispense Ayurvedic herbal medicine - Dravyaguna

Unit Descriptor

This unit describes the skills required to prepare and dispense Ayurvedic herbal medicines according to a script prepared by an Ayurvedic practitioner.

ELEMENT	PERFORMANCE CRITERIA
1. Recognise basic Ayurvedic herbs	<ul style="list-style-type: none">1.1 <i>Basic Ayurvedic herbs</i> are identified in their natural habitat1.2 Basic herbs are identified in their dried form
2. Prepare the medicine	<ul style="list-style-type: none">2.1 <i>Pharmaceutical ingredients and equipment</i> are identified and prepared2.2 Herbal medicine is prepared according to <i>Ayurvedic guidelines and methodology</i>2.3 Herbal medicine is prepared <i>according to clinic guidelines</i>2.4 <i>Care is taken</i> to prevent contamination of or by the herbal medicine2.5 Herbal medicine is <i>labelled and stored correctly</i>
3. Dispense the medicine	<ul style="list-style-type: none">3.1 <i>Dispensing ingredients and equipment</i> are identified and prepared3.2 Required herbal medicine is dispensed in the <i>form</i> and quantity stipulated by the prescription/order3.3 <i>Care is taken</i> to prevent contamination of or by the herbal medicine3.4 Herbal medicine is <i>labelled correctly</i>3.5 <i>Instructions for taking the herbal medicine</i> are provided to the client/patient3.6 Herbal medicine is dispensed <i>according to clinic guidelines</i>
4. Control stock	<ul style="list-style-type: none">4.1 Required materials are obtained from <i>acceptable sources</i>4.2 Pharmacy is kept well stocked <i>according to clinic guidelines</i>4.3 <i>Factors which have an effect on storage</i> are identified4.4 Materials are stored <i>according to clinic</i>

ELEMENT

PERFORMANCE CRITERIA

guidelines

- | | | |
|---------------------------|-----|--------------------------------------------------------------------|
| | 4.5 | An alcohol register is maintained according to State regulations |
| 5. Complete documentation | 5.1 | <i>Workplace information</i> is recorded in the appropriate format |
| | 5.2 | Materials are <i>labelled correctly</i> |

RANGE OF VARIABLES

Basic Ayurvedic herbs may include but are not limited to:

- Apium graveolens
- Emblica officinalis
- Angelica SPP
- Ferula asafetida
- Withania somnifera
- Abutilon indicum
- Sida cordifolia
- Eclipta alba
- Terminalia belerica
- Chrysanthemum indicum
- Ephedra vulgaris
- Polygonum multiflorum
- Panax ginseng
- Tribulis terrestris
- Hydrocotyle asiatica
- Commiphora mukul
- Terminalia chebula
- Jasminum grandiflorum
- Nelumbo mucifera
- Sida rhombifolia
- Rubia cordifolia
- Cyperus rotundus
- Azadiracta indica
- Piper longum
- Boerhaavia diffusa
- Rehmannia glutinosa
- Asparagus racemosus
- Bambusa arundinaceae
- Ipomoea digitata
- Dioscorea SPP
- Amygdalus communis
- Aloe SPP
- Angelica archangelica
- Pipper nigrum
- Borago officinalis
- Acorus calamus
- Cinnamomum camphora
- Elettaria cardamomum

RANGE OF VARIABLES

- *Rhamnus purshianus* *ricinus communis*
- *Cinnamomum zeylanicum*
- *Eugenia caryphyllata*
- *Cocus nucifera*
- *Coriandrum sattivum*
- *Cuminum cyminum*
- *Taraxacum officinalis*
- *Echinacea augustifolia*
- *Eucalyptus globulis*
- *Foeniculum vulgare*
- *Trigonella foenumgraeceum*
- *Gentiana* SPP
- *Zingiber officinale* *cymbopogon citrates*
- *Glycyrrhiza glabra*
- *Myristica fragrans*
- *Brassica alba*
- *Allium cepa*
- *Citrus aurantium*
- *Mentha piperita*
- *Plantago major*
- *Punica granatum*
- *Papaver* SPP
- *Plantago psyllium*
- *Rosa* SPP
- *Santalum album*
- *Cassia acutifolia*
- *Sesamum indicum*
- *Illicium verum*
- *Tamarindus indica*
- *Curcuma longa*
- *Bacopa moniera*
- Bitter melon
- *Gymnema sylvestra*
- Arjuna
- Chitrak
- Kaesari
- Nagarkesar
- Kapi kacchu

RANGE OF VARIABLES

	<ul style="list-style-type: none">• Jyotish madi• Guduchi
<i>Pharmaceutical ingredients and equipment may include but is not limited to:</i>	<ul style="list-style-type: none">• Various raw or prepared herbs• Different menstruum/anupana which may include:<ul style="list-style-type: none">– Water– Wine– Alcohol– Ether– Glycerol– Oil– Milk– Ghee• Measuring instruments• Percolator, press and blender• Containers• Scoops• Labeller• Labels• Protective clothing
<i>Ayurvedic guidelines and methodology refers to:</i>	<ul style="list-style-type: none">• Tridoshas theory• Legal restrictions• Therapeutic goods administration• Health and safety, labelling requirements• Scheduled herbs• Principles of manufacturing medicines• Testing of herbal medicines
<i>Dispensing ingredients and equipment may include but is not limited to:</i>	<ul style="list-style-type: none">• Various raw or prepared herbs• Different menstruum/anupanas which may include:<ul style="list-style-type: none">– Water– Wine– Alcohol– Ether– Glycerol– Oil

RANGE OF VARIABLES

- Measuring instruments
- Containers
- Scoops
- Labeller
- Labels
- Protective clothing

The Form of the medicine may include but is not limited to:

- Creams
- Capsules
- Emulsions
- Ointments
- Suppositories
- Tinctures
- Extracts
- Churnas
- Vatis
- Gutis
- Asavas
- Arishtas
- Swarasa
- Bhasmas
- Tailas
- Ghritas
- Kalpas
- Parpati
- Matras
- Kshara
- Avaleha
- Whole herbs
- Powders

Care is taken to prevent contamination means:

- Medicines are made and prepared over an impervious surface
- Objects that come in to contact with the medicine are cleaned and discarded
- Medicines which come into contact with contaminants are discarded
- The work space is well ventilated

RANGE OF VARIABLES

Clinic guidelines may include:

- OHS guidelines
- Quality system guidelines
- Dispensing procedure
- Hygiene and waste guidelines
- Stock and storage procedures

Instructions for taking the herbal medicine refer to:

- Mode of administration, eg external or internal
- Frequency of administration
- Factors which may interfere with the herbal medicine, eg Consumption of food, concurrent use of allopathic medications
- The need to report incidences to the prescribing herbal medicine practitioner

Acceptable sources includes:

- Herbal medicine suppliers listed in the Therapeutic Goods Administration
- Overseas suppliers or
- Collected and prepared from natural sources after ascertaining that the plant material is uncontaminated by pesticides or other contaminants

Labelled correctly means:

- According to legislative guidelines
- According to clinic requirements

Factors which may have an effect on the storage include:

- Heat above 50°C
- Prolonged exposure to sunlight

Workplace information may include:

- Details of preparation and dispensing undertaken
- Stock documentation
- Details of person(s) conducting preparation and dispensing
- Dispensing information for prescriptions

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to correctly identify equipment and ingredients for Ayurvedic herbal medicine preparation and dispensing
- Demonstrated ability to identify Ayurvedic herbal ingredients in raw and dried forms
- Demonstrated ability to describe Ayurvedic plant classifications
- Demonstrated ability to describe Ayurvedic plant nomenclature
- Demonstrated ability to describe Ayurvedic plant anatomy
- Demonstrated ability to describe Ayurvedic plant identification
- Demonstrated ability to describe Ayurvedic botanical keys
- Demonstrated ability to prepare Ayurvedic herbal medicines for patients in pharmaceutical forms (capsules, emulsions, creams, ointments, suppositories, powders etc)
- Demonstrated ability to prepare Ayurvedic herbal medicines in accordance with official practice, clinic guidelines and relevant legislation
- Demonstrated ability to prepare Ayurvedic herbal medicines in a range of dosages
- Demonstrated ability to dispense Ayurvedic herbal medicines in accordance with the order/prescription
- Demonstrated ability to confirm supply of necessary materials and services to the dispensing process
- Demonstrated ability to confirm equipment status and condition
- Knowledge of hygiene standards
- Demonstrated ability to access workplace information to identify requirements for the dispensing process
- Demonstrated ability to measure and segregate materials
- Demonstrated ability to pack and label dispensed materials
- Demonstrated ability to sort, collect, treat,

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	<p>recycle or dispose of waste</p> <ul style="list-style-type: none"> • Demonstrated ability to maintain work area to meet housekeeping standards • Demonstrated ability to record workplace information • Demonstrated ability to take corrective action in response to out-of-specification results or non-compliance • Demonstrated ability to monitor the dispensing process and equipment operation to identify out-of-specification results or non-compliance. This may include: <ul style="list-style-type: none"> – Labeling – Stock flow/quantity – Measuring devices – Materials faults – Equipment faults – Service faults • And may include the ability to: <ul style="list-style-type: none"> – Clean and sanitise equipment – Carry out routine maintenance
<i>Concurrent assessment and relationship with other units:</i>	<ul style="list-style-type: none"> • Contribute to the control of infection
<i>Underpinning knowledge and skills:</i>	<ul style="list-style-type: none"> • Knowledge of Ayurvedic herbal medicine pharmacy • Knowledge of factors that affect Ayurvedic herbal medicines in preparation and storage • Knowledge of Ayurvedic herbal medicine preparation from source materials • Knowledge of Ayurvedic herbal medicine dispensing principles and methods • Knowledge of the preparation of dispensing menstruum • Knowledge of the preparation of anupanas • Knowledge of preparations for ingestion: culinary plants, common herbal teas, medicinal preparations: biochemic and bioenergetic remedies, cold extracts, cordials, decoctions, essences, herbal, honeys, infusions, methaglyns, nutritional supplements, powders, succus, syrups, tinctures, taila, ghritam, avaleha, asava, arishta,

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savarasas, arka, kalka, ksheerapak

- Knowledge of chemical and physical incompatibilities
- Knowledge of external therapy products, both medicinal and domestic, baths, bath oils, creams, dyes, fomentations, incenses, aromatherapy products, compresses, ointments, perfumes, pomanders, potpourri, poultices, sachets, salves, ubtans, lepas, upanah
- Knowledge of dispensing procedures
- Knowledge of the non-medicinal ingredients used in the preparation of Ayurvedic herbal medicines
- Knowledge of prescription of medicines: legal restrictions, Therapeutic Goods Administration, health and safety, labelling requirements, restricted substances, principles of manufacturing, quality control procedures
- Knowledge of how the dispensing process affects the end product
- Knowledge of quality characteristics to be achieved
- Knowledge of process specifications, procedures and operating parameters
- Knowledge of equipment and instrumentation components, purpose and operation
- Knowledge of significance and methods of monitoring control points within the dispensing process
- Knowledge of common causes of variation and corrective action required
- Knowledge of OHS hazards and controls
- Knowledge of waste handling requirements and procedures
- Knowledge of recording requirements and procedures
- Knowledge of methods of administration for herbal medicines

Resource Implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Dispensing resources
- Relevant texts or medical manuals

EVIDENCE GUIDE

- Relevant paper based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV4A

Provide Ayurvedic advice on nutrition

Unit Descriptor

This unit describes the skills required to provide advice on dietary modification and nutritional supplements according to an Ayurvedic framework.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage advice | <p>1.1 <i>Factors which may interfere with the effectiveness of the advice</i> are identified and explained</p> <p>1.2 Use of <i>dietary modification</i> and management of treatment are explained to the client/patient</p> <p>1.3 Client/patient is requested to monitor reactions and contact practitioner as required</p> <p>1.4 <i>Consent for treatment</i> is ensured and <i>contra-indications</i> for treatment are identified</p> <p>1.5 Reactions to treatment (adverse or otherwise) are recognised and <i>promptly responded</i> to if necessary</p> <p>1.6 Time, location and purpose of future sessions are clearly explained to the client/patient</p> <p>1.7 Recommendations are fully documented</p> <p>1.8 Treatment is provided according to the treatment plan</p> |
| 2. Provide advice | <p>2.1 Determine the appropriateness of dietary modification and/or <i>Ayurvedic nutritional supplementation</i></p> <p>2.2 Care is taken to evaluate any food allergies/food sensitivities</p> <p>2.3 Evaluate the influence of <i>environmental and other factors</i> on nutritional status</p> <p>2.4 Care is taken to evaluate <i>cultural barriers</i> to dietary modification and/or supplement prescription</p> <p>2.5 Advice is provided according to <i>regulations</i></p> <p>2.6 Other health care professionals are referred to or collaborated with as required</p> <p>2.7 <i>Dietary advice</i> within an Ayurvedic nutritional framework is provided when appropriate</p> |
| 3. Resource the client | <p>3.1 The client/patient is educated in <i>relevant and practical techniques for promotion and maintenance of optimum health</i>, which include dietary/<i>lifestyle modification</i></p> <p>3.2 Client/patient queries are answered with clarity,</p> |

ELEMENT

PERFORMANCE CRITERIA

- using appropriate language
- 3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient
- 3.4 Client/patient independence and responsibility in treatment are promoted wherever possible
- 4. Review advice
 - 4.1 Progress is reviewed with the client/patient
 - 4.2 Effects of previous advice are identified and recorded
 - 4.3 Previous advice is reviewed
 - 4.4 Need for ongoing and/or additional treatment is evaluated
 - 4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Cultural factors
- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Contra-indications to treatment
- Post treatment activity

Dietary modification may include:

- Exclusion of some foods or food groupings according to Ayurvedic principles
- Inclusion of some foods or food groupings according to Ayurvedic principles
- Increased consumption of some foods or food groupings according to Ayurvedic principles
- Decreased consumption of some foods or food groupings according to Ayurvedic principles
- Inclusion of nutritional supplements according to Ayurvedic principles

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Contra-indications to treatment may include:

- Pregnancy and breastfeeding
- Drug-nutrient and nutrient-nutrient interactions
- Known allergies
- Specific illnesses and conditions
- Other medical treatment being undertaken

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Use of first aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Ayurvedic nutritional supplementation may include:

- Culinary herbs or spices
- Ayurvedic herbal teas

RANGE OF VARIABLES

- Churnas
 - Herbal ghees
 - Arkas (herbalised waters)
- Environmental factors may include:*
- Food additives
 - Intentional
 - Non-intentional
 - Food contamination (microbiological)
 - Pollution
- Other factors may include:*
- Pharmaceutical drugs
 - Self-prescribed medication
 - Cultural
 - Dental problems
 - Food cravings
 - Food aversions
 - Food preparation techniques
 - Dosha imbalance
 - Guna balance
- Cultural barriers may include:*
- Religious restrictions
 - Dietary choices (eg vegetarian, vegan)
- Dietary advice may include:*
- Advice on Ayurvedic cooking techniques
 - Teaching of Ayurvedic cooking
 - Advice on appropriate foods according to Ayurvedic principles
 - Advice on appropriate drinks and beverages according to Ayurvedic principles
 - Advice on use of Ayurvedic nutritional supplements
- Regulations may include:*
- Hygiene and infection control regulations
 - OHS regulations
 - Clinic or professional practice guidelines
- Resource the client/patient refers to:*
- Providing relevant literature or information materials

RANGE OF VARIABLES

- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Relevant and practical techniques that promote and maintain optimal health may include:

- Exercise suggestions
- Ayurvedic stress management techniques
- Yoga
- Meditation

Lifestyle modification may include:

- Alcohol consumption
- Tobacco consumption
- Social/recreational drugs use
- Living arrangements
- Working conditions
- Daily practices such as yoga and meditation
- Seasonal and daily Ayurvedic routines
- Ayurvedic dietary improvements

EVIDENCE GUIDE

Critical aspects of assessment:

- Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:
 - Demonstration of ability to assess nutritional needs according to Ayurvedic principles
 - Appropriate preparation of the client/patient for treatment
 - Treatment of a range of conditions
 - Incorporation of the philosophies and principles of the practice of Ayurveda
 - Demonstration of the application of commonly used treatment practices
 - Provision of treatment in accordance with the individual, condition and presence of complicating factors
 - Provision of the safest, most efficacious and cost effective treatment method
 - Use of counselling within the nutritional consultation as an aid to treatment
 - Provision of treatment in accordance with the treatment plan
 - Complete documentation of all recommendations and client/patient responses
 - Review of treatment plan
- Demonstrated ability to design and implement dietary modifications in a manner acceptable to the client/patient
- Demonstrated interpersonal skills
- Demonstrated ability to assess the components of food found in common diets from an Ayurvedic perspective
- Demonstrated ability to advise on Ayurvedic nutritional supplements and determine the most appropriate supplementation, dosage and administration

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Work effectively within the health industry
- Provide Ayurvedic lifestyle consultation

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Knowledge of Ayurvedic philosophy
- Knowledge of Ayurvedic nutritional status assessment
- Knowledge of Ayurvedic nutrition principles
- Knowledge of guidelines for the Ayurvedic diet
- Knowledge of tridosha theory
- Knowledge of the six tastes (Raas)
- Knowledge of the agnis and their role in transformation of nutrients
- Knowledge of Ama, its causes, signs and symptoms
- Knowledge of Rasa, Virya and Vipaka
- Knowledge of triguna theory and its relationship to food
- Knowledge of culinary herbs and spices in an Ayurvedic framework
- Knowledge of appropriate dosage levels of nutritional
- Knowledge of the main Ayurvedic nutritional supplements used for each system/condition
- Knowledge of Ayurvedic food classifications, categories and composition including grains, legumes, pulses, meat, fish, eggs and protein alternatives, dairy foods, fruit and vegetables, nuts and seeds
- Basic knowledge of foods containing macronutrients and micronutrients, vitamins and minerals, carbohydrates, fats and proteins
- Knowledge of the components of common diets
- Knowledge of nutrient types
- Demonstrated basic ability to identify foods containing various nutrients
- Basic knowledge of foods containing carbohydrates, fats, proteins, vitamins, minerals and phytonutrients
- Ability to identify foods deficient in nutrients
- Knowledge of the process of digestion according to Ayurvedic principles
- Knowledge of the function of fibre in the body
- Knowledge of amino acids (essential and non-essential)

EVIDENCE GUIDE

- Knowledge of fibrous and plant proteins
- Knowledge of Ayurvedic cooking and food preparation
- Knowledge of basic biochemistry as it relates to diet and nutrition
- Knowledge of types of diets (omnivore, vegetarian, lacto-vegetarian, vegan, fruitarian, zen macrobiotic), milk categories and processed foods
- Knowledge of eating patterns, foods affecting the mind and moods, food labelling, food additives, preservatives and colouring
- Familiarity with supplementary measures in the management of the conditions (lifestyle considerations, other modalities of treatment)
- Knowledge about medical reports and diagnostic procedures
- Knowledge of cultural restrictions on diet and nutritional supplementation (eg gelatin in capsules)
- Knowledge of the principles of formulation (including dosage, dosage form, and duration of treatment)
- Knowledge of how to correctly prepare and dispense nutritional supplements
- Ability to determine the Ayurvedic dietary requirements of clients for a range of human conditions including Dosha imbalances, Ama, deficiency of excess in the dhatus (tissues), pregnancy and lactation, infancy; childhood, adolescence, adulthood (male/female), old age, health and fitness
- Knowledge of the potential impact of supplementation on the condition or disease state, including preventative action
- Knowledge of the possible responses to treatments
- Knowledge of adverse effects associated with Ayurvedic nutritional supplementation
- Knowledge of contra-indications of treatment
- Knowledge of drug-nutrient and nutrient-nutrient interactions
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Demonstrated ability to access and interpret up-to-

EVIDENCE GUIDE

	<p>date information</p> <ul style="list-style-type: none">• Interpersonal and questioning skills• Ability to write referrals, appraisal letters for insurance companies and other documentation
<p><i>Resource implications</i></p> <p>Resource requirements may include:</p>	<ul style="list-style-type: none">• An appropriately stocked and equipped clinic or simulated clinic environment• Relevant texts or medical manuals• Relevant paper-based/video assessment instruments• Appropriate assessment environment• Skilled assessors
<p><i>Method of assessment</i></p> <p>Assessment may include:</p>	<ul style="list-style-type: none">• Practical demonstration• Simulations• Explanations of technique• Oral questioning and discussion• Case studies and scenarios
<p><i>Context of assessment:</i></p>	<p>This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.</p>

UNIT HLTAYV5A

Provide the Ayurvedic herbal medicine treatment

Unit Descriptor

This unit describes the skills required to administer client/patient Ayurvedic herbal medicine treatment according to an Ayurvedic framework.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage treatment | <ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 Mode of administration and management of the treatment are explained to the client/patient1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 Reactions to treatment (adverse or otherwise) are recognised and promptly responded to if necessary1.6 Time, location and content of future sessions are clearly explained to the client/patient1.7 Recommendations are fully documented1.8 Treatment is provided according to the treatment plan |
| 2. Apply therapeutic techniques | <ul style="list-style-type: none">2.1 Herbal medicines, extemporaneous preparations, herbal plasters, poultices, ointments or other topical applications are applied, recommended, dispensed or prescribed2.2 Treatment is delivered according to regulations2.3 Other health care professionals are referred to or collaborated with as required |
| 3. Advise and resource the client | <ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.4 Client/patient independence and responsibility in treatment are promoted wherever possible3.5 Counselling within a herbal medicine framework is provided when appropriate |

ELEMENT	PERFORMANCE CRITERIA
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is reviewed with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 The previous treatment plan is reviewed4.4 The need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Mode of administration may be:

- Oral
- Topical
- Inhaled

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Use of first aid procedures according to a St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local, emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Regulations may include:

- Hygiene and infection control regulations
- OHS regulations
- Clinic or professional practice guidelines

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of sources of suggested resources
- Providing details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

RANGE OF VARIABLES

Practical techniques that promote and maintain optimal health may include:

- Nutritional advice
- Advice on lifestyle modification
- Exercise suggestions
- Stress management techniques

EVIDENCE GUIDE

<i>Critical aspects of assessment:</i>	<p>Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:</p> <ul style="list-style-type: none">• Appropriate preparation of the client/patient for treatment• Treatment of a range of conditions/disease states• Incorporation of the philosophies and beliefs of the practice of herbal medicine• Demonstration of the application of commonly used treatment practices• Provision of treatment in accordance with the individual condition and presence of complicating factors.• Provision of treatment in accordance with traditional use• Provision of the safest, most efficacious and cost effective treatment method• The use of counselling within herbal medicine consultation as an aid to treatment• Provision of treatment in accordance with the treatment plan• Complete documentation of all recommendations and client/patient responses• Review of treatment plan• Demonstrated interpersonal skills
<i>Concurrent assessment and relationship with other units:</i>	<ul style="list-style-type: none">• Communicate effectively with clients• Contribute to the control of infection• Work effectively within the health industry• Prepare and dispense herbal medicines
<i>Underpinning knowledge and skills:</i>	<ul style="list-style-type: none">• Knowledge of common disease states and functional problems of each bodily system, dhatu and dosha,• Knowledge of the principles and practice of treating each system/condition• Knowledge of the active principles of the main herbal medicines used for each dosha, dhatu, system/condition, channel/srota• Knowledge of the principles of formulation (including dosage and duration of treatment)

EVIDENCE GUIDE

- Knowledge of supplementary measures in the management of the conditions (dietary considerations, exercise)
- Ability to apply methods of treating and managing disease process of each system using Ayurvedic herbal medicine
- Knowledge of how to select best treatment/medicine within best current practice
- Knowledge of anupanas
- Knowledge of how to correctly prepare and dispense Ayurvedic herbal medicines
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications of treatment
- Knowledge of drug interactions
- Knowledge of pathogenesis of the remedies administered
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct Ayurvedic preparations required for specific treatment
- Demonstrated ability to access and interpret up-to-date information
- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations

EVIDENCE GUIDE

- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV6A

Provide Ayurvedic relaxation massage treatment

Unit Descriptor

This unit describes the skills required to administer client/patient basic relaxation massage treatment according to the philosophy and practices of an Ayurvedic framework.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage treatment | <ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 The mode of administration and management of the treatment to the client/patient is explained1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 Client/patient is draped to expose only the part of the body being worked on1.6 Massage is provided according to the treatment plan1.7 Reactions to treatment are recognised and promptly responded to if necessary1.8 Time, location and content of future sessions are clearly explained to the client/patient1.9 Recommendations are fully documented |
| 2. Apply therapeutic techniques | <ul style="list-style-type: none">2.1 Preparation techniques are applied2.2 <i>Relaxation techniques</i> are applied to achieve general relaxation and balancing |
| 3. Advise and resource the client | <ul style="list-style-type: none">3.1 Client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using the appropriate language3.3 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient3.4 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.5 Client/patient independence and responsibility in treatment are promoted wherever possible |

ELEMENT	PERFORMANCE CRITERIA
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is evaluated with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post massage activity

Mode of administration may include:

- Exposure of sections of body
- Rotating of exposure around the body
- Use of oils and treatments
- Requirement for feedback and interaction
- Massage technique
- Variations in application intensity
- Requirement of specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Muscular spasms
- Allergy to oils or treatments used
- Temperature discomfort

Responses to reactions may include:

- Adjusting treatment accordingly as needed
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Use of first aid procedures according to a St Johns, Australian Red Cross or other appropriate first aid training
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Relaxation techniques may include:

- Snehana
- Ayurvedic stroking techniques
- Effleurage

RANGE OF VARIABLES

- Cross over stroke
- Longitudinal stroking
- Passive joint movement techniques
- Passive soft tissue movement
- Gliding techniques
- Kneading
- Friction techniques
- Compressive techniques
- Percussion techniques
- Mobilising techniques
- Use of essential oils
- Use of herbalised oils/tailla

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of sources of suggested resources
- Providing details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Postural improvement strategies eg ideal posture for activities
- Discussion of causes of poor posture
- Simple follow-up activities and/or strategies to work on between sessions
- Activities and/or tasks to avoid
- Self-massage techniques

EVIDENCE GUIDE

Critical aspects of evidence:

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:

- Treatment of a range of conditions/disease states
- Incorporation of the philosophies and beliefs of an Ayurvedic framework
- Demonstration of the application of commonly used treatment techniques listed under the range of variables
- Treatment according to the individual, the condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
- The use of counselling as a treatment method, where competence exists
- A case requiring referral to another health care professional
- Preparation of the patient for treatment according to Ayurvedic principles
- Provision of treatment
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- All treatment or care delivered is consistent with legislative and regulatory requirements

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Work effectively within the health industry

Underpinning knowledge and skills:

- Knowledge of history, philosophy and beliefs of the Ayurvedic therapy framework
- Understanding of physiology and anatomy according to Ayurveda
- Knowledge of best practice Ayurvedic therapy principles
- Knowledge of Tri-Dosha theory
- Knowledge of massage oils and powders
- Knowledge of fundamental structure and function of anatomical systems
- Understanding of the fundamental principles of biomechanics

EVIDENCE GUIDE

- Technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV7A Plan the Ayurvedic remedial massage treatment strategy

Unit Descriptor

This unit describes the skills required to prepare for treatment of a clients/patients and to negotiate a treatment management plan with them according to Ayurvedic treatment principles.

ELEMENTS

PERFORMANCE CRITERIA

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|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Select the therapeutic principles to Determine treatment strategy | <ul style="list-style-type: none">1.1 Appropriate <i>therapeutic principles</i> of treatment are determined according to assessment of client/patient and within the skills of competence of the practitioner1.2 <i>Contra-indications</i> to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to massage principles1.3 Treatment, information and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment1.4 Treatment strategy appropriate to the client/patient's condition is selected, supported on the basis of established massage practice1.5 Specific treatment options take into consideration possible client/patient compliance issues1.6 An appropriate package of massage therapy techniques is selected1.7 Client/patient <i>constitution</i> is considered in selecting treatment |
|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| 2. Discuss the treatment strategy with the client/patient | 2.1 Sufficient time is allocated to conclude sessions at a pace appropriate to the client/patient |
| | 2.2 The treatment strategy is <i>discussed</i> according to the client/patient's needs |
| | 2.3 Client/patient <i>compliance</i> is negotiated |
| | 2.4 <i>Discrepancies</i> between the practitioner's and the client/patient's perception of the condition are clarified |
| | 2.5 Any <i>perceived risks</i> of the client/patient's condition and treatment are explained |
| | 2.6 The <i>responsibilities of practitioner and client/patient</i> within the treatment plan are discussed |
| | 2.7 The management of selected treatment in relation to any other current therapies is negotiated |
| | 2.8 The <i>treatment evaluation strategies</i> is discussed |

RANGE OF VARIABLES

- Therapeutic principles refers to:*
- Principles and practices of the Ayurvedic framework
- Contra-indications to treatment and possible complicating factors may include:*
- Infection or infectious diseases
 - Pain local sharp, dull, achy, deep, surface
 - Fatigue
 - Inflammation
 - Lumps and tissue changes
 - Rashes and changes in the skin
 - Oedema
 - Mood alterations, eg. depression, anxiety
 - Changes in habits such as appetite elimination or sleep
 - Bleeding and bruising
 - Nausea, vomiting or diarrhoea
 - Temperature – hot/cold
- Stress management massage techniques may include:*
- Snehana
 - Ayurvedic stroking techniques
 - Effleurage including cross over stroke, longitudinal stroking, gliding techniques
 - Passive joint movement techniques
 - Passive soft tissue movement
 - Kneading
 - Friction techniques
 - Compressive techniques including marma point pressure
 - Percussion techniques
 - Mobilising techniques
 - Use of essential oils
 - Shirodhara
 - Shirobasti
 - Shiropicchu
 - Use of Ayurvedic medicated / herbalised oils / tailla

RANGE OF VARIABLES

Remedial techniques include:

- Temperature therapy including fomentation (svedana)
- Ayurvedic marma point techniques
- Deep Ayurvedic massage techniques
- Pre-event, post-event and maintenance massage to an athlete
- Postural correction techniques
- Stretching techniques
- Passive joint movements
- Ayurvedic cupping
- Kati basti
- Pinda

RANGE OF VARIABLES

Client/patient constitution refers to:

- Dosha
- Level of Ama
- Vikruti
- Season
- Time of day
- Tolerance of pain
- Muscle tone
- Fitness
- Mental attitude
- Age, fragility

Client/patient compliance refers to:

- Ability to follow instructions or suggestions
- Willingness/motivation to follow instructions or suggestions

Discrepancies may include:

- Client/patient is unaware of the immediate danger of their condition
- Client/patient is over anxious about their condition
- Client/patient is unaware of maintaining causes acting on their condition
- Practitioner is unaware of some implications of the client/patient's condition
- Practitioner and client/patient have a different idea of what the main problem is

Discussion may include:

- Face to face discussion
- Electronic communication
- Telephone discussion

Perceived risks may include:

- Direct counselling using a variety of techniques

Practitioner responsibilities may include:

- Isolating the sick person
- Providing advice on public health matters
- Referring notifiable/communicable disease to a registered doctor
- Commitment to the treatment plan
- Discussing relevant contra-indications or potential complications to treatment
- Reviewing of treatment plan

RANGE OF VARIABLES

*Client/patient responsibilities
may include:*

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

*Treatment evaluation strategies
may include:*

- Discussion and review of response to treatment
- Reviewing achievement of treatment goals
- Monitoring timeframe for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to read medical reports and other data relevant to the case
- Knowledge of Ayurvedic symptomology
- Knowledge of possible obstacles to treatment
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Apply assessment framework

Underpinning knowledge and skills:

- Awareness of critical information required for diagnosis and treatment according to Ayurvedic framework
- Knowledge of Ayurvedic physiology and anatomy
- Knowledge of Ayurvedic symptomology and pathology
- Knowledge of Tri-Dosha theory
- Knowledge of structure and function of anatomical systems
- Knowledge of the principles of human movement and biomechanics
- Technical and practical knowledge of treatment
- Knowledge of indications for massage
- Knowledge of tailas (herbalised oils)
- Knowledge of possible reactions and contra-indications for massage
- Ability to identify prominent bones/structures and major muscle groups through palpation
- Ability to manage time throughout consultation and treatment
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of enquiry and treatment
- Demonstrated ability to read medical reports

EVIDENCE GUIDE

	<ul style="list-style-type: none">• Knowledge of positioning the client
<i>Resource implications</i> Resource requirements may include:	<ul style="list-style-type: none">• An appropriately stocked and equipped clinic or simulated clinic environment• Relevant texts or medical manuals• Anatomical models• Relevant paper-based/video assessment instruments• Appropriate assessment environment
<i>Method of assessment</i> Assessment may include:	<ul style="list-style-type: none">• Practical demonstration• Simulations• Explanations for plan preparations• Oral questioning and discussion• Case studies and scenarios
<i>Context of assessment:</i>	<p>This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.</p>

UNIT HLTAYV8A

Manage work within the Ayurvedic framework

Unit Descriptor

This unit describes the skills required to manage the effective work practices of self and others within an Ayurvedic framework. Elements relate to those in unit CHCORG5A: Maintain an effective work environment.

ELEMENT	PERFORMANCE CRITERIA
1. Communicate knowledge of Ayurvedic philosophy, principles and practices to others	<p>1.1 The <i>major and minor forms of diagnosis and treatment practices</i> of Ayurveda can be effectively communicated on a one-on-one or group basis</p> <p>1.2 <i>Definition, central philosophies</i> and historical developments of Ayurveda can be explained</p> <p>1.3 Recent developments and new practices are integrated into client/patient services</p>
2. Demonstrate commitment to ethical work practices	<p>2.1 Confidentiality of client/patient information is maintained by storing and disposing of records according to clinic requirements</p> <p>2.2 Work practices are reviewed periodically to ensure skills and practices are kept current</p> <p>2.3 Work practices show respect for staff and client/patient rights</p> <p>2.4 Work practices adhere to legal, regulatory and clinic guidelines</p> <p>2.5 <i>Measures are implemented</i> to ensure accountability for professional practices</p>
3. Manage workplace relationships	<p>3.1 <i>Effective communication and interpersonal skills</i> are used to ensure all workplace interactions contribute to achievement of clinic objectives and promotion of the practice</p> <p>3.2 Workplace relations reflect consideration of the full range of individual and cultural differences</p> <p>3.3 Any issues related to the well-being of work colleagues are dealt with promptly and in accordance with clinic procedures</p> <p>3.4 Potential and actual workplace conflicts are handled to minimise disruption</p>
4. Manage the achievement of quality standards	<p>4.1 Personal hygiene and infection control guidelines are established and practised throughout the organisation</p>

ELEMENT	PERFORMANCE CRITERIA
	4.2 Hazard control measures and reporting procedures are undertaken according to clinic guidelines
	4.3 Individual and clinic performance is reviewed against established standards
5. Ensure ongoing development of self and team	5.1 Own performance is regularly monitored against workplans, clinic objectives and client/patient needs
	5.2 <i>Opportunities for formal and informal development of skills and knowledge</i> are sought out and accessed to optimise performance
	5.3 Individual performances are monitored and developed to enhance team performance
	5.4 Coaching and mentoring contributes effectively to development of workplace knowledge, skills and attitudes

RANGE OF VARIABLES

Major and minor forms of diagnosis include:

- Trividha Pariksha (Threefold examination method)
 - Darshana (Observation)
 - Prashna (Questioning)
 - Sparshana (Touch)
- Eightfold examination method
 - Nadi Pariksha (Pulse diagnosis)
 - Druka Pariksha ((Eye diagnosis)
 - Sparshana (Palpation)
 - Jivha Pariksha (Tongue diagnosis)
 - Mala Pariksha (Stool examination)
 - Mutra Pariksha (Urine examination)
 - Shabda Pariksha (Voice examination)
 - Akriti Pariksha (General physical features, ie height, weight, deformation of limbs, nails, skin etc)
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements
- Ayurvedic differential diagnosis

Treatment practices include:

- Aharatatva (Treatment according to Ayurvedic Dietary and Nutrition principles based on Rasa and Guna Siddhanta)
- Dravyaguna (Treatment by means of Ayurvedic preparations based on herbs, minerals and metals)
- Shodhana Chikitsa (Purification or Detoxification treatment)
- Shamana Chikitsa (Pacification or palliation)
- Abhyanga (Massage or Oleation treatment)
- Pancha Karma (Five-fold Ayurvedic cleansing process)
- Langhana Chikitsa (Fasting or restricted diet or food intake)
- Rasayana Chikitsa (Rejuvenation Treatment)

Definition of Ayurveda:

Ayurveda is translated as the 'Science of Life' and is a comprehensive approach to physical, mental and spiritual well-being that takes into account each individual's uniqueness and is concerned with self understanding and self responsibility.

RANGE OF VARIABLES

Central philosophies of Ayurveda are:

- Concepts of natural harmony and constitutional balance
- The 5 basic elements - space, air, fire, water, earth
- Constitutional types (Vata, Pitta & Kapha)
- The 3 prime qualities or Gunas: Sattva - wholeness, integration, clarity, purity, lightness, 'being'; Rajas - activity, energy, passion, goal oriented, 'doing'; and Tamas - inertia, heaviness, dullness, inconstancy, 'sleep'
- The 'digestive fire' (Agni); the health and integrity of the digestive system; the integrity of the tissues (Dhatus); and the flow of 'life forces' through subtle energy channels (Nadis)
- The recognition of ourselves as spiritual beings, with an innate connection to the universal spirit/consciousness
- Ojas, tejas, prana

Measures implemented could refer to:

- Supervision of practice
- Financial documentation
- Documentation of medicine prescription and supply
- Case notes
- Practitioner qualification
- Performance reviews
- Current certification for special services offered – where appropriate
- Clinic standards and procedures

Effective communication and interpersonal skills may include:

- Active listening skills
- Ability to establish rapport and trust
- Eye contact
- Verbal communication skills
- Written communication skills
- Empathy and respect
- Ability to clarify needs
- Conflict resolution skills
- Negotiation skills
- Presentation
- Honesty and integrity

RANGE OF VARIABLES

Opportunities for formal and informal development of skills and knowledge may include:

- Articles, public presentations, interviews and other communications
- Attendance at lectures or other education activities
- Participation in research projects
- Attendance of association meetings
- Subscription to professional journals
- Clinic supervision
- Provision of, or attendance in, training
- Study, distance-based learning

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the Ayurvedic framework
- Knowledge of the philosophies, principles and tools of Ayurvedic practice
- Basic knowledge of a range of alternative and complementary therapies
- Demonstrated ability to seek out and implement new industry findings and practices
- Demonstrated documentation skills
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting
- Demonstrated ability to explain clinic guidelines and legislation
- Demonstrated ability to undertake performance reviews
- Demonstrated ability to provide leadership, coaching and/or mentorship
- Demonstrated management skills
- Team development skills

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of Ayurvedic medicine
- Knowledge of the history of Ayurvedic medicine
- Knowledge about Vedic and Indus Valley heritage
- Knowledge about the development of ayurveda from ancient times
- Knowledge about the Four Vedas, (Rig, Yajur, Sama, Atharva Vedas)
- Knowledge of the Charaka Samhitta
- Knowledge of the Sushruta Samhitta
- Knowledge of the Ashtanga Hridaya Samhitta
- Knowledge of Other recently discovered scientific theories
- Knowledge of the subtle life force (Prana)
- Knowledge of the Five Elements (Pancha Mahabhutas)

EVIDENCE GUIDE

- Knowledge of Tridosha
- Basic knowledge of the philosophy, principles and practices of other alternative and complementary therapies such as homeopathy, herbal medicine, nutrition and bodywork
- Knowledge of how Ayurveda works with the conventional medical model
- Knowledge of Ayurvedic bodywork
- Communication skills in one-to-one and group settings
- Knowledge of ethical issues in management
- Knowledge of occupational health and safety requirements in the workplace
- Communication skills in one-on-one and group settings
- Knowledge of management issues and responsibilities
- Knowledge of industry standards
- Knowledge of team development issues

Resource implications

Resource requirements may include:

- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of Assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion
- Case studies and scenarios

Context of Assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components examples covering a range of clinical situations.

UNIT HLTAYV9A Perform Ayurvedic health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case, according to an Ayurvedic framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | 1.1 Client/patient's purpose for consultation is established and symptoms identified |
| | 1.2 Client/patient's eligibility for service is determined using clinic/practitioner policies |
| | 1.3 Services able to be provided and limits of available services are clearly explained |
| | 1.4 Client/patient's expectation of the service/clinic are explored and clarified |
| | 1.5 Factors likely to have a negative impact on assessment are identified in consultation with the client/patient and wherever possible strategies implemented to minimise the effects of these factors |
| | 1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and practised within at all times |
| | 1.7 Client/patient is referred to other health care providers where the needs of the client/patient are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner the needs of the client/patient are best met by doing so |
| | 1.8 The rights of care of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the client/patient's history is sought respectfully with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate and relevant information is collected and recorded in a well-organised form which can be interpreted readily by other professionals |
| | 2.3 Information is treated as confidential and stored securely at all times |

ELEMENTS	PERFORMANCE CRITERIA
3. Manage the health assessment	<p>3.1 Informed client/patient consent is obtained prior to conducting tests in accordance with legislative requirements</p> <p>3.2 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner</p> <p>3.3 The reliability of data obtained is assessed and where possible appropriate clinical correlation with the client/patient's complaints is established</p> <p>3.4 Questions are used to clarify results and gain further information in a manner relevant to the client/patient's needs and test results</p> <p>3.5 The decision to carry out laboratory tests is based on the integration of previously obtained clinical data and history</p> <p>3.6 The protocol required by the agency in ordering tests is adhered to</p> <p>3.7 Adequate time is allowed during consultation to gather critical information</p> <p>3.8 Factors that may interfere with the information gathering process are identified and minimised</p> <p>3.9 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p>3.10 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly to take these into account, and steps are taken to ensure the client/patient's sense of dignity are maintained at all times</p>
4. Make a comprehensive assessment of the client/patient	<p>4.1 Trividha Pariksha (threefold examination method) is applied</p> <p>4.2 The eightfold examination method is applied if further assessment is necessary</p> <p>4.3 Causative factors of diseases are determined</p> <p>4.4 Different stages of disease are determined</p> <p>4.5 The Samprapti (Pathogenesis in Ayurveda) is determined</p> <p>4.6 The different stages of progression of disease and state and location of Ama are determined</p> <p>4.7 Ayurvedic differential diagnosis is performed</p> <p>4.8 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professional may include:

- Doctors
- Allied health workers
- Social workers
- Alternative health practitioners
- Counsellors

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for consultation
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adulthood illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment
- Medication, supplements and natural remedies – current and previous
- Social lifestyle including social drug usage
- Family history

RANGE OF VARIABLES

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Trividha Pariksha (Threefold examination method) includes:

- Darshana (Observation)
- Prashna (Questioning)
- Sparshana (Touch)

The eightfold examination method includes:

- Nadi Pariksha (Pulse diagnosis)
- Druka Pariksha ((Eye diagnosis)
- Sparshana (Palpation)
- Jivha Pariksha (Tongue diagnosis)
- Mala Pariksha (Stool examination)
- Mutra Pariksha (Urine examination)
- Shabda Pariksha (Voice examination)
- Akriti Pariksha (General physical features, ie height, weight, deformation of limbs, nails, skin etc)

The different stages of disease includes:

- Aama stage
- Pacyaama stage
- Niraama stage

The different stages of progression of disease includes:

- Sanchaya (Accumulation)
- Prakopa (Excitation or Provocation)
- Prasara (Spreading)
- Sthana Samsraya (relocation)
- Vyakta (Manifestation)
- Bheda (Differentiation or Complication)

All procedures must be conducted according to legislative and regulatory requirements

EVIDENCE GUIDE

<i>Critical aspects of assessment:</i>	<ul style="list-style-type: none">• Knowledge of Ayurvedic physical signs and symptoms of disease• Ability to identify location, stage and characteristics of disease• Ability to use the threefold and eightfold examination techniques• Knowledge of Ayurvedic pathophysiology and Ayurvedic disease processes• Demonstrated observation skills• Demonstrated ability to conduct external physical examination• Demonstrated ability to use a range of Ayurvedic medical equipment used in external physical examinations• Demonstrated communication skills• Demonstrated respect for practitioner / client/patient boundaries• Ability to request high precision laboratory and/or radiology tests when required• Ability to require the minimum number of additional tests• Knowledge of the cost benefit ratio of special tests or studies• Demonstrated record-keeping skills• Ability to detect and record symptoms and signs present including precipitating factors, relieving factors and associated manifestations• Knowledge of and ability to use terminology correct to discipline
<i>Concurrent assessment and relationship with other units:</i>	<ul style="list-style-type: none">• Communicate effectively with clients/patients• Contribute to the control of infection• Work within an ayurvedic framework
<i>Underpinning knowledge and skills</i>	<ul style="list-style-type: none">• Knowledge of critical information required for diagnosis and treatment according to Ayurvedic framework• Knowledge of anatomical terminology and levels of organisation• Knowledge and understanding of Ayurvedic anatomical systems including

EVIDENCE GUIDE

- Musculoskeletal – including;
 - muscles, bones, cartilage, joints, head, upper trunk, upper limb, pelvis, lower limb;
- Nervous – including peripheral, autonomic and central nervous systems;
- Cardiovascular (including haemopoetic) – including vascular system, spleen, heart and pericardium, systemic arteries, systemic veins, portal veins, foetal circulation;
- Lymphatic – including thoracic viscera, abdominal and pelvic viscera, alimentary tract, urinary and genital systems, trunk and limbs, deep and superficial lymph nodes;
- Gastrointestinal – including mouth, salivary glands, tongue, pharynx, oesophagus, abdomen and peritoneum, stomach, small intestine, large intestine, liver, biliary system, pancreas;
- Respiratory – including larynx, trachea, lungs and mediastinum, pleura;
- Urogenital (reproductive and urinary) and Endocrine – including kidneys, ureter and bladder, male genital organs, female genital organs, thyroid, parathyroid glands, pituitary gland, adrenal gland, thymus gland;
- ENT and Special Senses – including hearing and equilibration, vision, smell, taste.
- Knowledge of Ayurvedic physiology including:
 - General Physiology – including cell structure and function, metabolism, levels of organisation in the body;
 - Basic Physiology – including physiology of Musculoskeletal system – muscles, posture and movement;
 - Nervous System – central, peripheral and automatic nervous systems;
 - ENT and Other Senses - hearing and equilibration, vision, smell, taste;
 - Respiratory System – pulmonary function;
Cardiovascular System – heart, circulation;
Lymphatic System – lymph, immunity and allergy;
 - Gastrointestinal – motility, secretions, movement of food, digestion and absorption;

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- Urogenital and Endocrine – renal function, micturition, extracellular fluid, metabolism, thyroid gland, hormones, and reproduction
- Basic knowledge of biochemistry
- Knowledge of Ayurvedic anatomy and physiology
- Knowledge of symptomology and pathology according to Ayurvedic practice
- Knowledge of anatomy and physiology according to various stages of life
- Knowledge of pathophysiology and disease processes of common clinical diseases and interactivity between them, to the level necessary to support the making of a screening assessment and assessment of the client/patient's condition to support the practice of Ayurvedic medicine
- Knowledge of pathophysiology and disease processes affecting the Nervous System – central and peripheral nervous tissue, brain, spinal cord and associated nerves, sensory, motor and integrative systems, autonomic nervous system and;
 - Endocrine System – thyroid, parathyroid and adrenal glands, pancreas, calcium and bone metabolism, pituitary gland, pineal gland;
 - ENT and Special Senses – vision, hearing, smell, taste;
 - Respiratory System – pulmonary function, gas transport, regulation of respiration, respiratory adjustments;
 - Cardiovascular System – blood, clotting, erythropoietin, cardiac cycle;
 - Lymphatic System – immunity, allergy;
 - Urogenital System – renal function, fluid balance, male and female reproductive systems
- Knowledge about prostaglandins, development, inheritance, DNA, RNA, introduction to genetics
- Knowledge of factors affecting transmission of disease and choice of treatments of common infectious diseases

EVIDENCE GUIDE

- Knowledge of identification of infectious organism, indications, complications, epidemiology, occurrence, mode of transmission, vectors, incubation period, period of communicability, presentation, diagnosis, treatment, management and prevention
- Knowledge of clinical features and pathophysiology of common bacterial and viral diseases to assess the client/patient, stage, severity and likely prognosis
- Knowledge of Ayurvedic Rog Vigyan and Chikitsa Sootra including disease of all the channels with their specific Samprapti, Pooravroopa, nidan, Upashya and chikitsa, along with western correlation
- Knowledge of dietary impact on health and symptoms
- Knowledge of Ayurvedic diagnosis according to Ayurvedic classification of disease
- Knowledge of philosophy of Ayurvedic diagnoses
- Ability to perform observation (Darshana)
- Ability to perform palpation (Sparshana)
- Ability to perform questioning (Prashna).
- Knowledge of pulse diagnosis (Nadi Pariksha)
- Knowledge of the state and quality of the tridoshas
- Knowledge of the state of each individual organ found at the appropriate pulse position.
- Knowledge of location of each Dosha or organ on the pulse
- Knowledge of the physical relationship of the position on the pulse to the Doshas and organs.
- Ability to perform basic tongue diagnosis (Jihva Pariksha)
- Basic Knowledge of the physical relationship of the position on the tongue of the Doshas and organs.
- Ability to perform nail diagnosis.
- Basic ability to perform points diagnosis (Marma Pariksha)
- Knowledge of the causes of disease according to ayurveda

EVIDENCE GUIDE

- Application of methods of keeping medical records
- Demonstrated ability to understand and discuss medical reports
- Ability to use equipment and technology competently and safely
- Demonstrated ability to access and interpret up-to-date information
- Philosophical approach to diagnosis and treatment
- Knowledge of the legal and ethical requirements for confidentiality
- Knowledge of time management requirements during consultation
- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry

EVIDENCE GUIDE

Resource implications

Resource requirements include all the relevant resources commonly used by specific discipline. Specific tools may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Skilled assessors
- Relevant assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assignments
- Written or verbal short answer tests
- Practical demonstrations and exercises
- Research work or written reports of observations in a practical setting
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be on more than one occasion to cover a variety of circumstances.

UNIT HLTAYV10A

Perform Ayurvedic remedial massage health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case according to Ayurvedic treatment principles.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | 1.1 Client/patient's purpose for consultation is established and the symptoms they are experiencing are identified |
| | 1.2 Client/patient's eligibility for service is determined using clinic/personal policies |
| | 1.3 Services able to be provided and limits of available services are clearly explained |
| | 1.4 Client/patient's expectation of the service/clinic are explored and clarified |
| | 1.5 <i>Factors likely to have a negative impact on assessment</i> are identified in consultation with the client/patient and wherever possible strategies implemented to minimise the effects of these factors |
| | 1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and practised within at all times |
| | 1.7 client/patient is referred to <i>other health care professionals</i> where the needs of the client/patient are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner the needs of the client/patient are best met by doing |
| | 1.8 The legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the <i>client/patient's history</i> is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate, relevant and well-organised information is collected and recorded in a form which can be interpreted readily by other professionals |
| | 2.3 Information is managed in a confidential and secure way |

ELEMENTS	PERFORMANCE CRITERIA
3. Manage the health assessment	<p data-bbox="608 255 1342 360">3.1 Informed client/patient consent is obtained prior to conducting tests, in accordance with relevant legislation and regulations</p> <p data-bbox="608 376 1305 441">3.2 Adequate time is allowed during consultation to gather critical information</p> <p data-bbox="608 456 1291 521">3.3 Factors that may interfere with the information gathering process are identified and minimised</p> <p data-bbox="608 537 1291 642">3.4 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p data-bbox="608 658 1316 842">3.5 <i>Potential sensitivities</i> of the client/patient are anticipated, the practitioners approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's sense of dignity is maintained at all times</p> <p data-bbox="608 857 1342 922">3.6 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner</p> <p data-bbox="608 938 1329 1081">3.7 The reliability of data obtained is assessed and appropriate clinical correlation with the client/patient's complaint is established as soon as possible</p> <p data-bbox="608 1097 1326 1162">3.8 The protocol required by the agency in proposing tests is adhered to</p> <p data-bbox="608 1178 1257 1283">3.9 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>
4. Prepare the client for assessment	<p data-bbox="608 1350 1270 1415">4.1 The client/patient's body is not unnecessarily exposed during assessment/treatment</p> <p data-bbox="608 1431 1337 1462">4.2 Client/patient boundaries are respected at all times</p> <p data-bbox="608 1478 1260 1543">4.3 Client/patient feedback is sought on comfort levels</p>
5. Make a comprehensive assessment of the client/patient	<p data-bbox="608 1610 1270 1675">5.1 Signs of condition are identified according to massage therapy framework</p> <p data-bbox="608 1691 1270 1756">5.2 Specific details of signs and symptoms of the presenting complaint/s are elicited</p> <p data-bbox="608 1771 1287 1877">5.3 Client/patient is assessed through palpation, observation and sensory information gathering techniques</p> <p data-bbox="608 1892 1115 1924">5.4 Physical assessment is conducted</p> <p data-bbox="608 1939 1334 1971">5.5 <i>Other appropriate assessment techniques</i> are used</p> <p data-bbox="608 1986 1286 2051">5.6 Questions are used to clarify results and gain further information in a manner relevant to the</p>

ELEMENTS

PERFORMANCE CRITERIA

- client/patient's needs and test results
- 5.7 *Contraindications* to treatment are identified
- 5.8 Functional and special tests are conducted and differential assessment made
- 5.9 Static and dynamic variables of posture are observed and analysed

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professional may include:

- Doctors
- Social workers
- Alternative health practitioners
- Counsellors
- Other allied health care professionals

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for massage
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adulthood illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical/alternative health care treatment
- Medication, supplements and natural prescriptions
 - current and previous
- Previous occurrence of presenting complaint
- Social lifestyle including smoking, social drug usage
- Family history

RANGE OF VARIABLES

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Physical assessment will include attention to:

- Active movements
- Passive movements
- Resisted movements
- Functional movements
- Palpatory findings
- Swelling
- Instability
- Parasthesia
- Characteristics of pain
- Contralateral comparisons
- Pulse assessment
- Marma palpation
- Doshic evaluation
- Ama assessment

Established assessment procedures may include:

- Observation
- Discussion
- Temperature
- Pulse
- Palpation
- Percussion
- Range of motion tests
- Muscle strength tests
- Observation of variations of posture
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

RANGE OF VARIABLES

Contra-indications to treatment may include:

- Infection or infectious diseases
- Pain-local sharp, dull, achy, deep, surface
- Inflammation
- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature – hot/cold
- Varicose veins
- Recent severe sprains, bruises or whiplash injuries
- Migraines
- Influence of prescribed/non prescribed drugs
- Intoxication

EVIDENCE GUIDE

Critical aspects of assessment

- Knowledge of physical signs and symptoms of condition
- Demonstrated observation skills
- Ability to observe and identify variations of posture
- Demonstrated record keeping skills
- Demonstrated communication skills
- Ability to perform testing and assessment procedures
- Knowledge of and ability to use terminology correct to epidemiology and massage practice
- Ability to recognise and adjust to contra-indications for treatment
- Knowledge of further testing procedures
- Ability to read medical test results or documents
- Ability to discuss and observe treatment protocols

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients

Underpinning knowledge and skills:

- Skills in using appropriate ayurvedic assessment techniques
- Knowledge of Ayurvedic physiology and anatomy
- Knowledge of Tri-Dosha theory
- Knowledge of Marmas
- Knowledge of the 14 major nadis
- Knowledge of Ayurvedic symptomology and pathology
- Knowledge of disease causation acute and chronic inflammatory processes wound healing and haemorrhage processes
- Knowledge of the pathological process of thrombosis and embolism
- Knowledge of atheroma formation and oedema and their effects within the human body
- Knowledge of normotensive and hypertensive characteristics
- Knowledge of infectious and immunity process
- Knowledge of neoplasms and pathological skin conditions

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- Knowledge of structure and function of cells, tissues, blood and organs
- Knowledge of main paths of the human respiratory and cardiovascular systems and their physiology
- Knowledge of digestive, integumentary, nervous, urinary, endocrine and reproductive systems
- Knowledge of structure and function of anatomical systems
- Knowledge of structure and function of skeletal, muscular, cardiovascular and lymphatic systems
- Knowledge of the effects of hormones on the body
- Knowledge of environmental physiology and the effects of drugs on the individual
- Ability to identify contra-indications for massage
- Awareness of critical information required for diagnosis and treatment according to massage therapy framework
- Knowledge of relevant testing and assessment options and procedures
- Skills in using appropriate assessment techniques
- Ability to use equipment and technology competently and safely
- Ability to read medical reports
- Knowledge of Ayurvedic indications for massage
- Ability to identify prominent bones/structures and major muscle groups through palpation
- Awareness of time management requirements during consultation
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of enquiry

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assessments
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTAYV11A Provide Ayurvedic remedial massage treatment

Unit Descriptor

This unit describes the skills required to administer client/patient remedial massage treatment according to the philosophy and practices of an Ayurvedic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 The mode of administration and management of the treatment to the client/patient is explained1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 Client/patient is draped to expose only the part of the body being worked on1.6 Massage is provided according to the treatment plan1.7 Reactions to treatment are recognised and promptly responded to if necessary1.8 The time, location and content of future sessions are clearly explained to the client/patient1.9 Recommendations are fully documented
2. Apply therapeutic techniques	<ul style="list-style-type: none">2.1 Preparation/relaxation techniques are applied2.2 Remedial techniques are applied to achieve specific therapeutic outcomes
3. Advise and resource the client	<ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using the appropriate language3.3 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient3.4 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.5 Client/patient independence and responsibility in treatment are promoted wherever possible

ELEMENT	PERFORMANCE CRITERIA
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is evaluated with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post massage activity

Mode of administration may include:

- Exposure of sections of body
- Rotating of exposure around the body
- Use of oils and treatments
- Requirement for feedback and interaction
- Massage technique
- Variations in application intensity
- Requirement of specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Muscular spasms
- Allergy to oils or treatments used
- Temperature discomfort

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Use of first aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Relaxation techniques may include:

- Snehana
- Ayurvedic stroking techniques
- Effleurage

RANGE OF VARIABLES

- Cross over stroke
- Longitudinal stroking
- Passive joint movement techniques
- Passive soft tissue movement
- Gliding techniques
- Kneading
- Friction techniques
- Compressive techniques
- Percussion techniques
- Mobilising techniques
- Use of essential oils
- Use of herbalised oils/tailla

RANGE OF VARIABLES

Remedial techniques may include:

- Temperature therapy including fomentation (svedana)
- Ayurvedic marma point techniques
- Deep Ayurvedic massage techniques
- Snehana
- Svedana
- Abhyanga
- Pada-abhyanga
- Bala-abhyanga
- Rejuvenation massage
- Pre-panchakarma massage
- Pre-event, post-event and maintenance massage to an athlete
- Postural correction techniques
- Stretching techniques
- Passive joint movements

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of sources of suggested resources
- Providing details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Postural improvement strategies eg Ideal posture for activities
- Discussion of causes of poor posture
- Simple follow-up activities and/or strategies to work on between sessions
- Activities and/or tasks to avoid
- Self-massage techniques
- Yoga and meditation

EVIDENCE GUIDE

Critical aspects of assessment

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:

- Treatment of a range of conditions/disease states
- Incorporation of the philosophies and beliefs of an Ayurvedic framework
- Demonstration of the application of commonly used treatment techniques listed under the range of variables
- Treatment according to the individual, condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
- The use of counselling as a treatment method, where competence exists
- A case requiring referral to another health care professional
- Preparation of the patient for treatment according to Ayurvedic principles
- Provision of treatment
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- All treatment or care delivered is consistent with legislative and regulatory requirements

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Work effectively within the health industry

Underpinning knowledge and skills:

- Knowledge of history, philosophy and principles of the Ayurvedic therapy framework
- Understanding of physiology and anatomy according to Ayurvedic therapy
- Knowledge of best practice Ayurvedic therapy principles
- Knowledge of Ayurvedic physiology and anatomy
- Knowledge of Tri-Dosha theory
- Knowledge of Marmas
- Knowledge of the 14 major nadis
- Knowledge of Ayurvedic symptomology and pathology
- Knowledge of disease causation acute and chronic inflammatory processes, wound healing and

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- haemorrhage processes
- Knowledge of the pathological process of thrombosis and embolism
- Knowledge of atheroma formation and oedema and their effects within the human body
- Knowledge of normotensive and hypertensive characteristics
- Knowledge of infectious and immunity process
- Knowledge of neoplasms and pathological skin conditions
- Knowledge of structure and function of cells, tissues, blood and organs
- Knowledge of main paths of the human respiratory and cardiovascular systems and their physiology
- Knowledge of digestive, integumentary, nervous, urinary, endocrine and reproductive systems
- Knowledge of structure and function of anatomical systems
- Knowledge of structure and function of skeletal, muscular cardiovascular and lymphatic systems
- Knowledge of the effects of hormones on the body
- Knowledge of environmental physiology and the effects of drugs on the individual
- Knowledge of massage oils and powders
- Knowledge of tailas (herbalised oils)
- Knowledge of fundamental structure and function of anatomical systems
- Understanding of the fundamental principles of biomechanics
- Ability to identify prominent bones/structure and major muscle groups through palpation
- Ability to gather and interpret information through the tactile senses
- Knowledge of technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation

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- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV12A Provide Ayurvedic lifestyle consultation

Unit Descriptor

This unit describes the skills required to provide lifestyle and dietary advice according to an Ayurvedic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Perform an Ayurvedic health assessment	<ul style="list-style-type: none">1.1 Determine the scope of the assessment and the client/patient's needs1.2 Obtain and record an accurate <i>history of the client/patient</i>1.3 <i>Manage the health assessment</i>1.4 Make a comprehensive Ayurvedic assessment of the client/patient
2. Apply an Ayurvedic assessment framework	<ul style="list-style-type: none">2.1 Analyse and interpret information received2.2 Critically evaluate the assessment2.3 Inform the client/patient
3. Plan the Ayurvedic advice	<ul style="list-style-type: none">3.1 Determine <i>advice</i>3.2 Discuss the advice with the client/patient
4. Provide the Ayurvedic advice	<ul style="list-style-type: none">4.1 Manage advice4.2 Deliver advice4.3 <i>Resource</i> the client/patient4.4 Review advice

RANGE OF VARIABLES

History of the client/patient may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for consultation
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adulthood illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment
- Medication, supplements and natural remedies – current and previous
- Social lifestyle including social drug usage
- Family history

Health assessment may include:

Trividha Pariksha (threefold examination method):

- Darshana (observation)
- Prashna (questioning)
- Sparshana (touch), including basic Nadi Vignana (pulse assessment)

Manage means that:

- Factors which may interfere with the effectiveness of the treatment are explained
- Mode of administration and management of the treatment are explained to the client/patient
- Consent for treatment is ensured
- Reactions (adverse or otherwise) to treatment are recognised and promptly responded to if necessary
- Time, location and content of future sessions are clearly explained to the client/patient

RANGE OF VARIABLES

- Recommendations are fully documented

Advice may include:

- Advice on lifestyle
- Advice on living environment (Vasta Shastra)
- Recommendation of basic meditation practices
- Recommendation of basic yoga practices such as :
asanas, pranayama, relaxation, dhyana
- Dietary advice
- Cooking advice
- Advice on awareness of the three Gunas in daily
life
- Counselling within an Ayurvedic framework
- Advice on self administration of oils (Abhyanga)

Resource the client/patient refers to:

- Providing relevant literature or information
materials
- Referring client/patient to other information
sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing details which help to fully inform
patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products/services required or
suggested for treatment

Review advice:

- Progress is reviewed with the client/patient
- Effects of previous advice are identified and
recorded
- Need for ongoing and/or additional advice is
evaluated
- Changes to the advice are negotiated with the
client/patient to ensure optimal outcomes

EVIDENCE GUIDE

Critical aspects of assessment:

- Appropriate advice is provided
- Advice is delivered according to regulations
- Other health care professionals are referred to or collaborated with as required
- The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health
- Client/patient queries are answered with clarity, using appropriate language
- Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient
- Client/patient independence and responsibility in compliance with advice are promoted wherever possible
- Counselling within an Ayurvedic framework is provided when appropriate

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Make referrals

Underpinning knowledge and skills:

- Basic knowledge of Jatharagni, immune essence (Ojas), twenty attributes (Gunas)
- Knowledge of Tridosha theory
- Knowledge of the six tastes (Raas)
- Knowledge of dietary impact on health and symptoms
- Knowledge of Ayurvedic assessment techniques
- Knowledge of philosophy of Ayurvedic assessments
- Ability to perform observation (Darshana)
- Ability to perform palpation (Sparshana)
- Ability to perform questioning (Prashna).
- Ability to use equipment and technology competently and safely
- Demonstrated ability to access and interpret up-to-date information
- Knowledge of the legal and ethical requirements for confidentiality
- Knowledge of time management requirements

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during consultation

- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry
- Basic knowledge of the Five forms of Vata (Air) - Prana, Udana, Samana, Vyana, Apana, Five forms of Pitta (Fire) -Sadhaka, Bhrajaka, Pachaka, Alochaka, Ranjaka Five forms of Kapha (Water) - Tarpaka, Avalambaka, Kledaka, Bodhaka, Sleshaka
- Knowledge of diet according to prakruti
- Knowledge of diet according to vikruti
- Knowledge of the use of churnas
- Basic knowledge about reduction and tonification therapies.
- Knowledge of abhyanga
- Basic knowledge of Ayurvedic counselling, Ayurvedic psychology and spirituality
- Knowledge of supplementary measures in the management of common conditions (dietary considerations, exercise, meditation)
- Knowledge of the role of nutrition in health and ability to determine the nutritional and dietary needs of a client/patient
- Basic knowledge of the process of digestion, absorption and metabolism
- Basic knowledge and understanding of components of food and food/dietary supplements
- Knowledge of appropriate dietary treatment of common disorders according to Ayurvedic principles
- Knowledge about types of diets (omnivore, vegetarian, lacto-vegetarian, vegan, fruitarian, zen macrobiotic)
- Knowledge of the use of basic yoga postures, breathing techniques and relaxation techniques
- Knowledge of the principles of basic meditation and means of teaching it.
- Ability to read medical reports
- Demonstrated ability to access and interpret

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up-to-date information

- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV13A Provide the Ayurvedic treatment

Unit Descriptor

This unit describes the skills required to administer client/patient treatment according to an Ayurvedic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 The mode of administration and management of the treatment are explained to the client/patient1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 Reactions to treatment (adverse or otherwise) are recognised and promptly responded to if necessary1.6 Time, location and content of future sessions are clearly explained to the client/patient1.7 Recommendations are fully documented1.8 Treatment is provided according to the treatment plan
2. Apply therapeutic techniques	<ul style="list-style-type: none">2.1 <i>Treatment/remedies</i> are applied, recommended, dispensed or prescribed2.2 Treatment is delivered according to regulations2.3 Other health care professionals are referred to or collaborated with as required
3. Advise and resource the client/patient	<ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.4 Client/patient independence and responsibility in treatment are promoted wherever possible3.5 Counselling within an Ayurvedic framework is provided when appropriate
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is reviewed with the client/patient4.2 Effects of previous treatment are identified and

ELEMENT

PERFORMANCE CRITERIA

- recorded
- 4.3 The previous treatment plan is reviewed
 - 4.4 The need for ongoing and/or additional treatment is evaluated
 - 4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Mode of administration may be:

- Oral
- Topical
- Inhalation

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Use of first aid procedures according to a St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Treatments/remedies may include:

- Advice on lifestyle
- Recommendation of yoga practices
- Ayurvedic Massage
- Purvkarma procedures – including
 - Snehana
 - Swedana (Nadi Swedana - localized herbalised steam application and Bashpa Swedana- full body herbalised steam application).
 - Shirodhara – Slow and disciplined pouring of specialised herbalised on Marma points on the client's forehead in a specified sequence
 - Preparation of various Herbalised Oils
 - Kati Basti – Localized heated oil

RANGE OF VARIABLES

application

- Panchkarma (basic)- including
 - Vamana – Therapeutic Emesis
 - Nasya – Therapeutic Cleansing of the Head Region
 - Virechana
 - Pishinchhali
 - Pinda Swedana
- Panchakarma (advanced)
 - Basti – Therapeutic Purification and Rejuvenation of Colon
 - Nirooha Basti – Cleansing Basti
 - Anuvasan Basti – Nourishing Basti
- Pashatkarma procedures – including
 - Samsarajana Karma
 - Dincharaya and Graduated Life Style
 - Rasayana
 - Oil application (shirodhaha, Abhyanga)
 - Marmapressure
 - Provision of ingestive formulas
 - Panchkarma
 - Olfaction and sweating (snehana & svedhana)
 - Dietary advice
 - Yoga Therapy

Regulations may include:

- Hygiene and infection control regulations
- OHS regulations
- Clinic or professional practice guidelines

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing details which help to fully inform patient/client of relevant information

RANGE OF VARIABLES

- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Ayurvedic nutritional advice
- Advice on lifestyle modifications
- Exercise suggestions
- Stress management/relaxation techniques
- Counselling on behavioural change

EVIDENCE GUIDE

Critical aspects of assessment

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:

- Appropriate preparation of the client/patient for treatment
- Treatment of a range of conditions/disease states
- Incorporation of the philosophies and beliefs of the practice of Ayurveda
- Demonstration of the application of commonly used treatment practices
- Provision of treatment in accordance with the individual, condition and presence of complicating factors.
- Provision of the safest, most efficacious and cost effective treatment method
- The use of counselling within Ayurvedic consultation as an aid to treatment
- Provision of treatment in accordance with the treatment plan
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- Demonstrated interpersonal skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry

Underpinning knowledge and skills:

- Knowledge of Jatharagni, bhutagni, dhatuagni, Immune essence (Ojas), twenty attributes (Gunas)
- Knowledge of Gross Channels (Srotas) - 3 *Nutrient* Channels (breath, food, water), 7 *Tissue* Channels (plasma, blood, muscle, fat, bone, marrow, reproductive), 3 *Excretory* Channels (sweat, faeces, urine), 2 *Female* Channels (menstrual flow, lactation), 1 *Mind* Channel.
- Knowledge of tridoshas
- Five forms of vata (air) -prana, udana, samana, Vyana, apana
- Five forms of pitta (fire) -sadhaka, bhrajaka, pachaka, alochaka, ranjaka
- Five forms of kapha (water) - tarpaka, avalambaka, kledaka, bodhaka, sleshaka
- Knowledge of gastro-intestinal disorders,

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spleen/pancreatic disorders, congestive disorders (eg. Colds, flu, fluid retention etc.), endocrinological disorders, blood circulatory conditions, lymphatic conditions, dermatological conditions, ENT Disorders, urinary system, male reproductive system, female gynaecological system, knowledge of category c disorders, locomotor disorders, cardio-vascular disorders, gerontological disorders, neurological disorders (inc. Brain), psychological disorders, skeletal disorders, muscular disorders.

- Ability to prepare patient - appropriate physical positioning of patient's body, suitable draping techniques, procedural explanation, preparation of equipment
- Ability to prepare as practitioner - physical hygiene, mental state
- Basic knowledge of Ingestive medicine- Ayurvedic/Western Herbal/mineral remedies; nutritional therapy; T.G.A. and poisons regulations
- Knowledge of Panchakarma programmes, Ayurvedic nutrition, Ayurvedic massage, Ayurvedic counselling, Ayurvedic psychology and spirituality
- Knowledge of assessing the outcomes of Panchakarma
- Ayurvedic diagnosis and treatment of specific diseases such as chronic fatigue syndrome, postnatal depression, cancer, aids, alzheimer's, psoriasis, eczema, gout, rheumatism etc
- Knowledge of the active principles of the main treatments used for each system/condition
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge of supplementary measures in the management of the conditions (dietary considerations, exercise)
- Ability to apply methods of treating and managing disease process of each system using treatments
- Knowledge of how to select best remedies/treatments within best current practice
- Knowledge of how to correctly prepare and dispense remedies/treatments
- Knowledge of the role of nutrition in health and

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ability to determine the nutritional and dietary needs of a client/patient

- Knowledge of the process of digestion, absorption and metabolism
- Knowledge and understanding of components of food and food/dietary supplements
- Knowledge of appropriate dietary treatment of common illnesses and diseases
- Knowledge of types of diets (omnivore, vegetarian, lacto-vegetarian, vegan, fruitarian, zen macrobiotic)
- Knowledge of the therapeutic use of yoga postures, breathing techniques and relaxation therapies
- Knowledge of the principles of meditation and the means of accessing a teacher
- Knowledge of medical reports and diagnostic procedures
- Knowledge of drug interactions
- Knowledge of pathogenesis of the remedies/treatments administered
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Demonstrated ability to access and interpret up-to-date information
- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

EVIDENCE GUIDE

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV14A **Work within an Ayurvedic framework for lifestyle consultants**

Unit Descriptor

This unit describes the skills required to work effectively as a lifestyle consultant within an Ayurvedic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate commitment to the central philosophies of Ayurvedic practice	<p>1.1 <i>Definition of Ayurveda and the Ayurvedic system of medicine</i> is provided</p> <p>1.2 Historical development of Ayurveda is provided</p> <p>1.3 <i>Central philosophies</i> of Ayurveda are identified and explained</p> <p>1.4 Lifestyle consultant applies Ayurvedic philosophy to his/her own health practices</p> <p>1.5 Lifestyle consultant draws on Ayurvedic philosophy to interpret health issues</p>
2. Identify and describe the principles and practices of Ayurveda	<p>2.1 <i>Ayurvedic assessment techniques</i> are identified and described</p> <p>2.2 <i>Major areas of advice</i> used by Ayurvedic lifestyle consultants are identified and described</p>
3. Develop knowledge of complementary therapies	<p>3.1 Principles and practices of <i>other healing systems</i> are identified and described</p> <p>3.2 <i>Information on other complementary therapies</i> is provided</p> <p>3.3 <i>Relationship between therapies</i> is identified</p>
4. Represent Ayurvedic framework to the community	<p>4.1 Practices and principles of Ayurveda can be explained in an easily understood way in a one-to-one and group setting</p> <p>4.2 <i>Enquiries</i> are clarified and appropriate information is provided</p> <p>4.3 Requests for client/patient to bring relevant data to the consultation are made</p> <p>4.4 Alternative sources of information/advice are discussed with the client/patient</p>
5. Work within clinic and regulation guidelines	<p>5.1 <i>Clinic guidelines</i> are accessed and followed</p> <p>5.2 <i>Legal and regulatory guidelines</i> are accessed and followed</p> <p>5.3 <i>Relevant documentation</i> is undertaken</p>

RANGE OF VARIABLES

<i>Definition of Ayurveda:</i>	Ayurveda is translated as the 'Science of Life', and is a comprehensive approach to physical, mental and spiritual well-being, that regards the individual as paramount and is concerned with Self understanding and self responsibility
<i>Central philosophies of Ayurveda are:</i>	<ul style="list-style-type: none">• Concepts of natural harmony and constitutional balance• The 5 elements-space, air, fire, water, earth (pancha mahabhutani) , constitutional types (Tri-Dosha theory) - Vata, Pitta & Kapha• The 3 prime qualities or Gunas: Sattva - wholeness, integration, full consciousness, lightness, 'being'; Rajas - activity, energy, passion, partial consciousness, 'doing'; and Tamas - inertia, heaviness, dullness inconstancy, 'sleep'• The 'digestive fire' (Agni); the health and integrity of the digestive system; the integrity of the tissues (Dhatus); and the flow of 'life forces' through subtle energy channels (Nadis)• The recognition of ourselves as spiritual beings (Atma), with an innate connection to, and oneness with, universal intelligence/spirit/consciousness (Purusha/Brahman)
<i>Appropriate assessment techniques may include:</i>	<ul style="list-style-type: none">• Trividha Pariksha (Threefold examination method)<ol style="list-style-type: none">1. Darshana (observation)2. Prashna (questioning)3. Sparshana (touch)• Any other method in which the lifestyle consultant has been trained to a competent standard• Procedure which is conducted according to legislative and regulatory requirements
<i>Major areas of advice include:</i>	<ul style="list-style-type: none">• Advice on lifestyle• Recommendation of basic meditation practices• Recommendation of basic yoga practices• Advice on self application of oil (abhyanga)• Dietary advice• Advice on Ayurvedic cooking

RANGE OF VARIABLES

	<ul style="list-style-type: none"> • Counselling within and Ayurvedic framework
<i>Other complementary therapies may include:</i>	<ul style="list-style-type: none"> • Therapies in which the practitioner is trained
<i>Other healing systems may include:</i>	<ul style="list-style-type: none"> • Traditional Chinese Medicine (TCM) • Naturopathy • Shiatsu • Yoga therapy
<i>Information on other complementary therapies may include:</i>	<ul style="list-style-type: none"> • Historical development • Current availability • Tools and techniques • Interactions between different therapies • When therapies may be used • Underpinning philosophy
<i>Relationship between therapies may include:</i>	<ul style="list-style-type: none"> • Contra-indications to treatment • Effects of one treatment over or with another • Treatment according to stage of condition
<i>Enquiries may require explanation of:</i>	<ul style="list-style-type: none"> • Duration of treatment • Expected treatment outcomes • Possible approaches to treatment • Estimated cost of treatment • Availability of health fund rebates • Work cover eligibility • Professional status of practitioner • Availability of home visits • After hours service • Provision for hospital visits
<i>Appropriate information may include:</i>	<ul style="list-style-type: none"> • Confirmation of appointment date and time • Clinic location and directions • Cost of initial consultation • Payment options

RANGE OF VARIABLES

Clinics guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

Relevant documentation may include:

- Nature of enquiry
- Client/patient contact details
- Recording of incidents
- Appointment details

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the Ayurvedic framework
- Knowledge of the philosophies, principles and tools of Ayurvedic lifestyle consultancy
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning Knowledge and skills:

- Knowledge of philosophical tradition of Ayurvedic health care
- Knowledge of the history of Ayurvedic health care
- Knowledge about its Development from ancient times
- Basic knowledge of the Charaka Samhita
- Basic knowledge of the Sushruta Samhita
- Basic knowledge of the Ashtanga Hridaya Samhita
- Basic knowledge of other recently discovered scientific theories
- Knowledge of the Primordial Energy: (Prana)
- Knowledge of the Five Elements (Pancha Mahabhutas)
- Knowledge of the Tanmatras
- Knowledge of Tridosha, the Ayurvedic concept of the three controlling principles found throughout nature (Vata Pitta and Kapha)

EVIDENCE GUIDE

- Knowledge of Triguna, the three prime qualities of nature
- Knowledge of Prakruti – individual constitution
- Knowledge about Ayurvedic disease process
- Knowledge of Ayurvedic lifestyle
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Basic knowledge about the philosophy, principles and practices of other alternative and complementary therapies such as homeopathy, herbal medicine, nutrition and bodywork
- Communication skills in one-to-one and group settings

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of Assessment

Assessment may include:

- Short tests and essays
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of Assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTAYV15A

Apply Ayurvedic diagnostic framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the Ayurvedic health assessment and make and review accurate diagnoses over the course of treatment, according to the Ayurvedic framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | 1.1 Results of the Ayurvedic health assessment are correlated with case history |
| | 1.2 Signs and symptoms of condition in the client/patient are recognised and identified as pre-requisites for prevention and treatment/care |
| | 1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner |
| | 1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals |
| | 1.5 Condition is identified according to Ayurvedic stage and related implications by applying principles of evaluation |
| | 1.6 Professional judgement is used to draw sound conclusions and prognosis from the data collected |
| | 1.7 All diagnostic signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions |
| | 1.8 The client/patient's progress is systematically monitored in order to confirm the initial diagnosis or clinical impression |
| 2. Critically evaluate the diagnosis | 2.1 A critical evaluation of Ayurvedic diagnosis is applied in an ongoing manner |
| | 2.2 Appropriate diagnostic Ayurvedic tools/methods are selected |
| | 2.3 Re-evaluation of the case is carried out whenever considered necessary by the practitioner |
| | 2.4 History and clinical data is effectively combined to obtain a differential diagnosis, diagnosis and prognosis |
| 3. Inform the client/patient | 3.1 Rationale of the diagnosis/prognosis is discussed with the client/patient |

ELEMENTS

PERFORMANCE CRITERIA

- 3.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands
- 3.3 Referral and collaborative options are discussed with the client/patient if necessary

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Physical evidence
- Behavioural evidence
- States of disorder
- Test or examination results
- Sensations
- Onset and duration
- Location
- Causation
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

EVIDENCE GUIDE

Critical aspects of assessment include:

- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishing urgency for treatment required
- Identification of prophylactic measures

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients
- Work within an Ayurvedic framework

Underpinning knowledge and skills:

- Knowledge of anatomy and physiology of the body systems
- Knowledge of Ayurvedic clinical sciences:
 - Internal medicine (kayachikitsa)
 - ENT disorders (shalakya tantra)
 - Paediatrics (kaumarabhritya)
 - Vajikarana
 - Toxicology (agada tantra)
 - Psychology/psychiatry (bhutavidya)
 - Rejuvenation (rasayana)
 - External medicine (bahya chikitsa)
- Knowledge of essential theories of Ayurveda
 - Subtle life force (prana, ojas, tejas)
 - The five prime elements (pancha mahabhutas)
 - Tridosha
 - Triguna
 - Constitutions (Prakruti)
 - Ayurvedic tissues (dhatus)
 - Twenty opposites (guna dvandva)
 - Srotas
 - Malas
 - Ama
 - Agni
 - Assessment of Ojas

EVIDENCE GUIDE

- Knowledge of Aetiology
- Knowledge of orthodox medical diagnoses and pathology
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of Ayurvedic disease process
- Knowledge of the six stages of disease
- Ability to apply Ayurvedic differential diagnosis
- Knowledge and understanding of types of further investigation available
- Demonstrated ability to access and interpret up-to-date information
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHOM1A

Apply Homœopathic diagnostic framework

Unit Descriptor

This unit covers the skills required to interpret information gathered when taking the homœopathic case and to make and review accurate homoeopathic diagnosis over the course of treatment.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | 1.1 Physical examination findings are correlated with the case history |
| | 1.2 Information is gathered, assessed for priority and acted upon within the practitioner's capability |
| | 1.3 Information is organised and recorded in a way that can be interpreted readily by other professionals and according to clinic guidelines |
| | 1.4 Clinical disease is assessed according to <i>signs and symptoms of condition</i> , and results of investigations |
| | 1.5 Condition is <i>classified</i> according to <i>stage of disease</i> and homœopathic nosology |
| | 1.6 Professional judgment is used to draw sound conclusions and prognosis from the data collected |
| | 1.7 All signs and symptoms are elicited in a thorough and objective manner to avoid prejudiced or premature conclusions |
| 2. Make a homœopathic diagnosis | 2.1 Appropriate <i>analysis techniques</i> are applied |
| | 2.2 <i>What is to be treated</i> in the client/patient is identified |
| | 2.3 Expected <i>natural course of disease</i> is established |
| | 2.4 A <i>meaningful totality</i> of symptoms is established |
| | 2.5 Information is organised and recorded in a way that can be interpreted readily by other professionals and according to clinic guidelines |
| 3. Critically evaluate the homoeopathic diagnosis | 3.1 A critical evaluation of homoeopathic diagnosis is applied in an ongoing manner |
| | 3.2 The client/patient's progress is systematically monitored and the initial homoeopathic diagnosis or clinical impression reassessed |

ELEMENTS

PERFORMANCE CRITERIA

- 3.3 History and clinical data is effectively combined to obtain a differential diagnosis of possible medicines, to select the most homoeopathic medicine, and to establish *prognosis and therapeutic expectations*

RANGE OF VARIABLES

Assessment according to signs and symptoms of condition must include:

- Chief complaint(s)
- Aetiology
- Chronological sequence of symptoms
- Physical generals - characteristic and common
- Mentals - characteristic and common
- Particulars - characteristic and common
- Concomitants

And may include:

- Physical evidence
- Behavioural evidence
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs
- Functional and pathological disturbances

Classification according to stage of disease must include at least one of the following:

- Acute disease - individual, sporadic, epidemic, acute, and sub-acute
- Chronic disease partially developed or incurable
 - local or one sided manifestation as a physical and/or mental
- Chronic disease fully developed
 - miasmatic disease, simple or mixed
 - environmental, life style and iatrogenic influences
- Consequence of suppression of symptoms and/or discharges on the future development of disease
- Life threatening condition

RANGE OF VARIABLES

Analysis techniques may include:

- Boger's hierarchy
- Kent's hierarchy
- Boenninghausen's hierarchy
- Other more recent homœopathic hierarchical techniques
- Conceptual image
- Evolutionary totality
- Standardised case record method
- Perception of essence/core/whole state
- Totality of symptoms
- Keynotes and/or keynote combinations
- Strange, rare and peculiars
- Miasmatic interpretation
- Layer and lesion concepts
- Synthetic prescribing
- Homœopathic computer analysis

What is to be treated must include:

- A reference to relevant aphorisms in the *Organon of Medicine* 5th/6th Edition.

Natural course of disease includes:

- Natural duration of disease
- Progress, extension, radiation and pace
- Probability of remission

Meaningful totality must include consideration of at least one of the following:

- The relevant aphorisms in the *Organon of Medicine* 5th/6th Edition
- Hering's principles
- Boger's principles
- Kent's principles
- Boenninghausen's principles
- Other relevant basis for a totality

Prognosis and therapeutic expectations includes:

- Cure
- Palliation of incurable condition
- Severe aggravation
- Progression of disease
- Reduction of miasmatic condition
- Changes in emotional state and/or relationship

RANGE OF VARIABLES

dynamics

- Removal of layer, lesion or acute state and emergence of new symptoms

EVIDENCE GUIDE

Critical aspects of assessment include:

- Knowledge of data analysis techniques
- Demonstrated ability to interpret investigative findings
- Knowledge of homoeopathic Materia Medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions
- Demonstrated ability to effectively use homoeopathic repertories
- Demonstrated homoeopathic differential diagnostic skills
- Demonstrated ability to establish a meaningful totality from the client/patient's signs and symptoms
- Ability to prioritise presenting conditions
- Ability to identify clinical signs of nutritional imbalance
- Knowledge of referral process
- Demonstrated ability to establish urgency for treatment required
- Knowledge of clinical disease
- Knowledge of homoeopathic symptomatology

Concurrent assessment and relationship with other units:

- Perform clinical screening examination and assessment
- Communicate effectively with clients
- Take the homoeopathic case

Underpinning knowledge and skills:

- Knowledge of the various approaches to prescribing including consideration of:
 - Totality of characteristic symptoms
 - Keynote characteristic symptoms
 - Central theme of a homoeopathic medicine
 - Constitutional basis
 - Miasmatic indications
 - Aetiology
 - Use of organopathic medicines
 - Prophylactic use
 - Ladder-like prescribing

EVIDENCE GUIDE

- Tautopathy
- Knowledge of the importance of striking rare, unusual and peculiar symptoms
- Knowledge of posology
- Knowledge of susceptibility and sensitivity
- Knowledge of case analysis and management according to homœopathic principles
- Ability to establish a meaningful totality from the client/patient's signs and symptoms
- Knowledge of materia medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions - as identified in the Appendix
- Knowledge of the use of alternating and intercurrent homoeopathic medicines and antidotes
- Knowledge of the relationships between homoeopathic medicines
- Knowledge of obstacles to cure
- Knowledge of the capabilities and limitations of homœopathic treatment
- Knowledge of basic nutritional requirements for the various ages and stages of life
- Knowledge of anatomy and physiology of the body systems
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of disease processes and the natural history of disease
- Ability to apply differential assessment
- Knowledge of the effects of medicinal disease
- Ability to manage medical emergencies
- Knowledge and understanding of types of further investigation available
- Ability to research allopathic drugs, including iatrogenic potential, interactions, and requirements for withdrawal
- Ability to write referrals

EVIDENCE GUIDE

	<ul style="list-style-type: none">• Knowledge of the contribution of the different schools of thought and historical theories of clinical practice
<i>Resource implications</i> Resource requirements may include:	<ul style="list-style-type: none">• An appropriately stocked and equipped clinic or simulated clinic environment• Relevant texts or medical manuals• Relevant paper-based assessment instruments• Appropriate assessment environment
<i>Method of assessment</i> Assessment may include:	<ul style="list-style-type: none">• Written assignment with practical demonstration• Homoeopathic diagnosis from assessment notes or simulated assessments• Oral questioning• Case studies and scenarios as a basis for discussion of diagnostic technique• Short answer tests
<i>Context of assessment:</i>	<p>This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range clinical situations.</p>

UNIT HLTHOM2A

Conduct basic Homoeopathic research

Unit Descriptor

This Unit describes the skills required to conduct research relevant to client/patient care and/or the advancement of homoeopathic knowledge, using a variety of research methods.

ELEMENT	PERFORMANCE CRITERIA
1. Consult stakeholders	<ul style="list-style-type: none">1.1 The purpose and subject for research is explained1.2 A <i>supervisor</i> is sought1.3 A representative range of <i>stakeholders</i> are identified and consulted in appropriate ways1.4 Ethical requirements and other <i>issues</i> are identified and addressed1.5 Research <i>strategies</i> and <i>methods</i> are negotiated appropriate to the subject and the time constraints
2. Prepare for research	<ul style="list-style-type: none">2.1 A timeline for completion of tasks is established2.2 Research participants are sought, where applicable, and assessed for suitability2.3 <i>Informed consent</i> is obtained from eligible participants2.4 Research funding is sought, if required2.5 <i>Materials</i> needed to conduct the research are assembled or designed, and distributed if required2.6 Times and places for collection of information are arranged
3. Conduct research	<ul style="list-style-type: none">3.1 Participants are interviewed, where applicable3.2 A search of relevant existing literature is conducted3.3 Information is collected and organised in a logical manner3.4 Information collected from participants is kept confidential and stored securely
4. Record and analyse information	<ul style="list-style-type: none">4.1 Raw data is confirmed with participants4.2 Information is recorded accurately and comprehensively4.3 Existing literature is reviewed and compared4.4 Information is collated and <i>analysed</i>

ELEMENT

PERFORMANCE CRITERIA

5. Report research

- 5.1 Research findings, methodology and limitations are reported accurately and comprehensively
- 5.2 Sources of information are acknowledged
- 5.3 The research is *presented to peers and/or published*
- 5.4 Opportunities are provided for validation of the findings, where appropriate

RANGE OF VARIABLES

Supervisor may include:

- Specialist/expert in the field
- Experienced homoeopath
- Tutor/lecturer

Stakeholders may include:

- Community-based support groups
- Manufacturers
- Health care providers
- Others

Issues may include:

- International codes for research
- Funding and resource requirements
- Maintenance of confidentiality
- Prevention of breach in protocol

Research strategies may include:

- Case analyses
- Participant recruitment
- Literature review

Research methods may include:

- Blind
- Double blind
- Un-blind

Informed consent must include:

- Outline of the research to be conducted
- Researcher's ethical responsibilities
- Participant's consent to participate
- Parent/guardian consent for a minor to participate
- Participant's consent for information gathered to be published

Materials needed may include:

- Standardised recording sheets
- Diaries for participants
- Questionnaires
- Homeopathic medicines
- Computer analysis software
- Other materials

RANGE OF VARIABLES

Data analysis may include:

- Non-computer generated analysis
- Computer generated analysis

Presented to peers and/or published may include:

- One to one
- Small group presentation
- Large group presentation
- Forum/conference presentation
- Homœopathic journals national and/or international
- Non peer journals

Validation may include:

- Peer review
- Reputability
- Making findings available to as many stakeholders as possible
- Seminars/professional forums
- Publishing in reputable journals
- Replication of the study

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of research techniques
- Demonstrated ability to construct research strategies
- Demonstrated ability to represent research to and consult with stakeholders
- Demonstrated ability to conduct research in an ethical, safe and humane way
- Demonstrated ability to use data in the most effective way depending on size of research
- Demonstrated ability to fund raise if appropriate
- Demonstrated ability to follow participants through the project to secure an outcome
- Demonstrated ability to analyse the data
- Demonstrated ability to write up the findings in an accurate and unbiased way
- Demonstrated ability to adhere to recommended guidelines for research
- Demonstrated ability to analyse data
- Knowledge of validation procedures
- Demonstrated ability to accurately document and publish findings

Concurrent assessment and relationship with other units:

- Develop professional expertise

Underpinning knowledge and skills may include:

- Knowledge of research issues and their uses
- Knowledge of analysis techniques
- Knowledge of report writing
- Knowledge of appropriate research proposal format for funding
- Knowledge of ethical issues in research
- Ability to research and review existing literature
- Knowledge of relevant homoeopathic literature, including original provings and aphorisms concerning provings in the *Organon of Medicine*, 6th edition

Resource implications

Resource requirements may include:

- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

EVIDENCE GUIDE

- Skilled assessors
- Computer and/or paper repertories
- Computer data basing and/or analysis program

Method of Assessment

Assessment may include:

- Review of research methodology and findings
- Peer review
- Oral questioning and discussion

Context of assessment

This unit is most appropriately assessed in a classroom environment with a peer review of research outcomes. Assessment may contain theoretical emphasis and examples covering a range of clinical situations.

UNIT HLTHOM3A

Manage work within the Homœopathic framework

Unit Descriptor

This unit describes the skills required to manage the effective work practices of self and others within a homœopathic framework. Elements relate to those in unit CHCORG5A: Maintain an effective work environment.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Communicate knowledge of a homœopathic philosophy, principles and practices | 1.1 <i>Definition and central philosophies, treatment practices</i> and historical developments can be explained |
| | 1.2 The <i>forms of diagnosis, diagnostic practices, and diagnostic tools</i> used by homeopaths can be effectively communicated on a one-to-one or group basis |
| | 1.3 Recent developments and new practices are integrated into client/patient services |
| 2. Demonstrate commitment to ethical work practices | 2.1 Confidentiality of client/patient information is maintained by storing and disposing of records according to clinic guidelines |
| | 2.2 Work practices are reviewed periodically to ensure skills and practices are kept current |
| | 2.3 Work practices show respect for staff and client/patient rights |
| | 2.4 Work practices adhere to legal, regulatory and clinic guidelines |
| | 2.5 <i>Measures are implemented</i> to ensure accountability for professional practices |
| 3. Manage workplace relationships | 3.1 <i>Effective communication and interpersonal skills</i> are used to ensure all workplace interactions contribute to achievement of clinic objectives and promotion of the practice |
| | 3.2 Workplace relations reflect consideration of the full range of individual and cultural differences |
| | 3.3 Any issues related to the well being of work colleagues are dealt with promptly and in accordance with clinic procedures |

ELEMENT	PERFORMANCE CRITERIA
4. Manage the achievement of quality standards	<p data-bbox="624 271 1347 342">3.4 Potential and actual workplace conflicts are handled to minimise disruption</p> <p data-bbox="624 412 1347 483">4.1 Personal hygiene and infection control guidelines are established and practised throughout the clinic</p> <p data-bbox="624 506 1347 577">4.2 Hazard control measures and reporting procedures are undertaken according to clinic guidelines</p> <p data-bbox="624 600 1347 663">4.3 Individual and clinic performance is reviewed against established standards</p>
5. Ensure ongoing development of self and team	<p data-bbox="624 734 1347 842">5.1 Own performance is regularly monitored against workplans, clinic objectives and client/patient needs</p> <p data-bbox="624 864 1347 972">5.2 <i>Opportunities for formal and informal development of skills and knowledge</i> are sought out and accessed to optimise performance</p> <p data-bbox="624 994 1347 1102">5.3 Individual performances are monitored and developed to enhance team performance (where appropriate)</p> <p data-bbox="624 1124 1347 1223">5.4 Coaching and mentoring contributes effectively to development of workplace knowledge, skills and attitudes</p>

RANGE OF VARIABLES

Definition and central philosophies of Homœopathy:

Homœopathy is a system of therapeutics based on the principle of the law of similars. This requires the selection and prescription of a medicine (remedy) that, through prior testing on healthy people and from clinical experience and observation, is known to be capable of producing a set of symptoms most similar to the symptom picture of the patient. The homoeopathic medicine is prescribed in the minimum dose required to bring about (stimulate) healing. This therapeutic methodology in no way limits the scope of homœopaths in the provision of ancillary or emergency care, where this accords with homœopathic principles and is required for the well-being of the patient.

Treatment practices used by Homoeopaths may include:

- The prescription of a homœopathic medicine
- Nutritional guidance
- Personal hygiene advice
- Counselling

The forms of diagnosis may include (see Glossary for definitions):

- Homoeopathic diagnosis
- Clinical diagnosis

Diagnostic practices may include:

- Homœopathic case taking
- Repertorisation
- Observation
- Obtaining vital signs
- Clinical screening examination and assessment
- Collecting and testing specimens
- Any other method in which the practitioner has been trained to a competent standard and which is conducted according to legislative and regulatory requirements

Diagnostic tools may include:

- Homoeopathic materia medica and/or repertory
- Medical texts
- Stethoscope

RANGE OF VARIABLES

- Sphygmomanometer
- Thermometer
- Peak flow meter
- Otoscope
- Spirometers
- Percussion hammer
- Ophthalmoscope
- Urine test stix
- Glucometer/test strips/lancets
- Any other instrument as appropriate

*Measures are implemented
could refer to:*

- Supervision of practice
- Financial documentation
- Documentation of medicine prescription and supply
- Case notes
- Practitioner qualification
- Performance reviews
- Current certification for special services offered –
where appropriate
- Clinic standards and procedures

*Effective communication and
interpersonal skills may include:*

- Active listening skills
- Ability to establish rapport and trust
- Eye contact
- Verbal communication skills
- Written communication skills
- Empathy and respect
- Ability to clarify needs
- Conflict resolution skills
- Negotiation skills
- Presentation
- Honesty and integrity

RANGE OF VARIABLES

Opportunities for formal and informal development of skills and knowledge may include:

- Articles, public presentations, interviews and other communications
- Attendance at lectures or other education activities
- Participation in research projects
- Attendance at association meetings
- Subscription to professional journals
- Clinic supervision
- Provision of or participant in training
- Study, distance-based learning

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to model work which demonstrates an understanding of underpinning values and philosophies in the homœopathic framework
- Knowledge of the philosophies, principles and tools of homœopathy
- Demonstrated ability to treat others with respect
- Demonstrated ability to seek out and implement new industry findings and practices
- Demonstrated documentation skills
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting
- Demonstrated ability to explain clinic guidelines and legislation
- Demonstrated ability to undertake performance reviews
- Demonstrated ability to provide leadership, coaching and/or mentorship
- Demonstrated management skills
- Team development skills

Underpinning knowledge and skills:

- Knowledge of the principles of:
 - Similarity
 - Minimum dose
 - Single dose
 - Single medicine
 - Totality of symptoms
 - Individualisation of the case
 - Dynamism or ‘the vital force’
 - Action of homœopathic medicines according to Hahnemann
 - Modern hypotheses concerning the action of the homoeopathic medicines
 - Primary and secondary actions of medicines

EVIDENCE GUIDE

- Aggravation
- Susceptibility and sensitivity
- Suppression - the consequences of suppression of symptoms or discharges on the future development of disease
- Exciting cause of a disease
- Fundamental cause of a disease
- Nature of disease according to Hahnemann
- The systemic nature of disease, including the so-called local or one-sided diseases, in aphorisms (§), (§186-205) *Organon of Medicine*.
- Knowledge of the principles of:
 - The theory of acute and chronic miasms
 - The nature and characteristics of miasms:
 - Psoric miasm
 - Sycotic miasm
 - Syphilitic miasm
 - Tubercular miasm
 - Cancer miasm
 - Primary and secondary symptoms of miasms
 - Different phases of miasms
 - Treatment of miasms according to phase:
 - The nature of idiosyncrasies
 - The direction of cure (‘Hering’s Law’)
 - The organism’s drive to externalise disease (§201) *Organon of Medicine*
- Knowledge of basic nutritional requirements for the various ages and stages of life
- Basic knowledge of philosophical tradition of science/allopathic medicine
- Basic knowledge of sociology of health and the health care system
- Knowledge of ethical issues in medicine
- Knowledge of OHS requirements in the workplace
- Basic knowledge of the current political context of health care

EVIDENCE GUIDE

- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to health
- Knowledge of the homœopathic integration of these approaches to health
- Knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in homœopathy
- Basic knowledge of the practices of other therapies
- Knowledge and understanding of the Law of similars
- Knowledge of how homœopathy works with the other therapeutic models
- Knowledge of disease processes and affecting factors for a range of common diseases
- Ability to communicate essentials of homœopathic practice in one-to-one and group settings
- Knowledge of ethical issues in management
- Knowledge of OHS requirements in the workplace
- Ability to identify ethical issues
- Communication skills in one-to-one and group settings
- Knowledge of management issues and responsibilities
- Knowledge of industry standards
- Knowledge of team development issues

Resource Implications

Resource requirements may include:

- Relevant texts or medical manuals
- Relevant paper based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of Assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHOM4A

Perform clinical screening examination and assessment

Unit Descriptor

This unit covers the skills required to perform screening examination of vital signs and physical condition and to make a screening assessment of the client/patient. Procedures are governed by the application of local legislation.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| 1. Observe client/patient's vital signs | 1.1 Client/patient's demeanour and appearance are observed |
| | 1.2 <i>Examination is organised</i> |
| | 1.3 <i>Examination procedures are communicated to client/patient</i> |
| | 1.4 Examination for vital signs is undertaken |
| 2. Conduct screening physical examination according to local legislative guidelines | 2.1 Screening examination is conducted when needed to ensure client/patient safety and elicit signs of disease |
| | 2.2 <i>Areas of investigation</i> are identified |
| | 2.3 <i>Examination is organised</i> |
| | 2.4 <i>Examination procedures are communicated to client/patient</i> |
| | 2.5 Examination is conducted using appropriate <i>techniques, equipment and supplies</i> |
| | 2.6 Examination is conducted according to clinic guidelines, local regulation and legislative requirements |
| 3. Make a screening assessment and refer for further examination | 3.1 <i>Extended interview</i> is conducted |
| | 3.2 A <i>screening assessment</i> is made to ensure client/patient safety |
| | 3.3 <i>The need for referral</i> for extended physical examination and/or <i>further diagnostic procedures</i> is determined |
| | 3.4 The referral is arranged as needed |
| 4. Monitor and record findings | 4.1 All findings are recorded and filed in accordance with clinic guidelines |
| | 4.2 <i>Outcomes of referrals</i> are monitored |
| | 4.3 All documentation is treated confidentially |

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 5. Discuss outcomes of referral with the client/patient | 5.1 Rationale of the medical diagnosis/prognosis is discussed with the client/patient |
| | 5.2 Client/patient enquiries are responded to using language the client/patient understands |
| | 5.3 Referral and collaborative options are discussed with the client/patient if necessary |

RANGE OF VARIABLES

See glossary for definitions

Examination is organised means:

- Consent is obtained from a parent/guardian/caregiver prior to commencing a physical examination of a minor or an adult under guardianship.
- Equipment is arranged
- Equipment is checked/calibrated so that it is in good working order
- Client/patient and examiner are positioned
- Examination is sequenced for efficiency and client/patient and examiner comfort

Procedures are communicated may include:

- Informing patient of procedures to be carried out
- Obtaining patient consent at each stage of examination
- An appropriate adult (parent/guardian/caregiver) must be present during examination of a minor or an adult under guardianship

Examination for vital signs must include competency in:

- Measuring blood pressure, respiration and pulse rates, and temperature
- Performing standardised sequence of examination
- Using required equipment, including
 - Sphygmomanometer
 - Stethoscope
 - Timing device
 - Thermometer
 - Peak flow meter and disposable mouth pieces, if required
- Following standardised procedures for infection control

Areas of investigation may include:

- Full screening examination
- General appearance and vital signs
- Skin
- Head, eyes, ears, nose, oral cavity and throat
- Neck
- Breasts and axillae
- Thorax and lungs

RANGE OF VARIABLES

See glossary for definitions

- Heart and great vessels
- Abdomen
- Limbs
- Neurological system
- Lower back
- Cardiovascular system
- Reproductive system
- Respiratory system
- Gastrointestinal system
- Urinary system
- Endocrine system

Techniques include:

- Inspection
- Palpation
- Auscultation
- Percussion
- Appropriate manoeuvres

Equipment must include:

- Thermometer
- Sphygmomanometer
- Stethoscope
- Timing device
- Peak flow meter and disposable mouth pieces
- Examination table
- Otoscope
- Penlight
- Percussion (reflex) hammer
- Measuring tape
- Equipment for measuring height and weight
- Goose-neck lamp or other light source

And may include:

- Ophthalmoscope
- Tuning fork(s)
- Nasal speculum
- Skin marking pencil
- Glucometer and disposable lancets devices

RANGE OF VARIABLES

See glossary for definitions

Supplies required must include:

- Half-sheet for draping
- Examination gowns
- Disposable gloves
- Tongue depressors
- Cotton-tipped swab
- Gauze squares
- Medi alcohol swabs
- Hazard bags for infection control
- Sharps containers
- Instrument cleaning supplies

And may include:

- Visual acuity charts
- Goggles/protective eyewear

Extended interview may include:

- Extended history taking
- Formulating clinical diagnostic hypothesis
- Data gathering and hypothesis testing
- Identifying role of past medical history
- Identifying role of patient profile
- Relating signs and symptoms to diagnostic areas using a standard system of clinical evaluation

Screening assessment must imply one of the following:

- The need for further examination or investigation
- The need for further evaluation of the signs and symptoms to establish a clinical diagnosis
- A definite clinical diagnosis
- A dangerous pathology or psychiatric condition
- A condition which can be safely and satisfactorily managed by the practitioner

Screening assessment involves:

- Establishing expected normal course of disease including:
 - Natural duration of disease
 - Progress, extension, radiation and pace
 - Probability of remission

RANGE OF VARIABLES

See glossary for definitions

The need for referral may include:

- Suspected dangerous pathology
- Unknown symptom complex or condition
- Signs of notifiable disease
- Need for medical diagnostic information

Further diagnostic procedures may include:

- Diagnostic laboratory tests
- Diagnostic imaging
- Referral to a diagnostician

Outcomes of referrals includes:

- Ascertaining that diagnostic procedures or extended examination has been carried out by the appropriate practitioner
- Assessing and analysing the data arising out of the referral

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to obtain problem focused information by performing inspection, palpation, auscultation, percussion and appropriate manoeuvres
- Demonstrated ability to interpret and understand the significance of findings
- Ability to identify clinical signs of nutritional imbalance
- Knowledge of the practitioner's own limitations in clinical diagnosis and therapy sufficient to safeguard the client/patient
- Demonstrated ability to identify and record signs and symptoms of disease
- Demonstrated ability to accurately record information in a systematic manner in accordance with clinic guidelines
- Knowledge of and ability to use terminology correct to discipline
- Knowledge of and ability to use, monitor and maintain appropriate medical equipment
- Knowledge of clinic and local legislative guidelines relevant to assessment techniques
- Knowledge of and ability to use homoeopathic tools and resources
- Demonstrated communication skills
- Knowledge of further testing procedures
- Ability to read and interpret medical test results or documents
- Knowledge of referral procedure and recommended referral options
- Ability to discuss and observe treatment protocols

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively in the health industry
- Apply homoeopathic diagnostic framework

Underpinning knowledge and skills:

- Knowledge of clinical anatomy and physiology relevant to performing the examination
- Knowledge of basic nutritional requirements for the various ages and stages of life

EVIDENCE GUIDE

- Knowledge of pathophysiology and disease process relevant to performing the examination
- The ability to relate the examination outcome to homoeopathic symptomatology
- Knowledge of the purpose, method and sequencing of screening physical examinations
- Knowledge of the relationship between physical findings, clinical diagnosis and homoeopathic prescribing
- Knowledge of the relationship between physical findings, clinical diagnosis and homoeopathic prescribing
- Knowledge of pathophysiology and disease process and classification relevant to making a screening assessment and interpreting the findings
- Knowledge of anatomy and physiology relevant to evaluating results of the screening assessment
- Knowledge of the mode of presentation of potentially fatal and emergency medical and surgical conditions
- Knowledge of normal anatomy in relation to diagnostic imaging procedures
- The relationship between physical findings, diagnosis and homoeopathic prescribing
- Knowledge of relevant anatomy and pathophysiology to competently collect specimens and interpret results
- Knowledge of disease processes and affecting factors for a range of common diseases
- Knowledge of the environmental causes of disease
- Ability to interpret medical test data such as urine, blood test data, faecal and biopsy reports
- Ability to recognise when specimen collection is required
- Ability to correctly monitor, clean and maintain equipment
- Ability to correctly dispose of waste and sharps in accordance with workplace policy
- Ability to relate results of the test to homoeopathic symptomatology
- Ability to use medical reference texts including homoeopathic and western medicine texts

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- Demonstrated ability to read and interpret medical reports
- Awareness of time management requirements during consultation
- Demonstrated ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry and examination
- Knowledge of interview techniques
- Demonstrated ability to accurately record information

Resource implications

Resource requirements include all the relevant resources commonly used by specific discipline. Specific tools may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Reference texts
- Local legal guidelines
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HILTHOM5A

Plan the Homoeopathic treatment strategy

Unit Descriptor

This unit describes the skills required to prepare for treatment of client's/patient's and negotiate a treatment plan with them, according to homoeopathic principles and practice.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine treatment strategy | 1.1 The treatment strategy is determined according to the homoeopathic diagnosis and the therapeutic needs of the client/patient |
| | 1.2 <i>Contra-indications to treatment</i> are ascertained and treatment strategy used is modified according to homoeopathic principles |
| | 1.3 Treatment and advice provided by other health care professionals is taken into consideration in determining the strategy to be used |
| | 1.4 Treatment strategy appropriate to the client/patient's <i>phase/stage of disease</i> is selected |
| | 1.5 Specific treatment options take into consideration possible client/patient <i>compliance issues</i> |
| | 1.6 <i>Medicines</i> are selected according to the <i>law of similars</i> and on the basis of established homoeopathic clinical practice |
| | 1.7 The most appropriate <i>posology</i> is selected |
| | 1.8 The most appropriate <i>administration method</i> is selected |
| 2. Formulate a plan to identify and manage obstacles to cure | 2.1 <i>Obstacles to cure</i> are identified and assessed |
| | 2.2 <i>Dietary modifications</i> are negotiated, if appropriate |
| | 2.3 <i>Lifestyle modifications</i> are negotiated, if appropriate |

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. Discuss the treatment strategy with the client/patient | <ul style="list-style-type: none">3.1 Sufficient time is allocated to discuss the treatment strategy, appropriate to the client/patient's needs3.2 <i>Client/patient compliance</i> is negotiated3.3 <i>Discrepancies</i> between the practitioner's and the client/patient's perception of the condition and therapeutic expectations are clarified3.4 Relevant information from medical or diagnostic reports is communicated where appropriate3.5 <i>Responsibilities of practitioner and client/patient</i> within the treatment plan are clarified3.6 The management of selected treatment in relation to any other current therapies is negotiated3.7 <i>Treatment evaluation/follow up strategies</i> are discussed |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

RANGE OF VARIABLES

Contra-indications to treatment may include:

- Traumatic injuries or conditions requiring immediate medical attention
- Life threatening situations
- Personal or life circumstances
- Ability or willingness to comply with treatment

Phase or stage of the disease must include one of the following:

- Uppermost layer
- Acute presentation/phase totality
- Chronic presentation/phase totality
- Miasmatic presentation/phase totality
- Mixed miasmatic presentation/phase totality
- Pathological phase totality
- Incurable/untreatable state totality

Homoeopathic medicines include:

- Those described in homoeopathic materia medica
- Sarcodes, nosodes, imponderables, tautopathics and autosodes
- Any substance proven and prepared according to homoeopathic guidelines

Medicines selected according to the law of similars must include consideration of:

- Relevant aphorisms in the *Organon of Medicine* 5th/6th edition
- Homoeopathic principles of the single medicine and minimum dose

Posology must include:

- Selection of potency – decimal (x), centesimal (c) or fifty millesimal (LM/Q) scales, or mother tincture
- Frequency of repetition – single dose, infrequent doses or frequent doses

Appropriate administration method may include:

- Olfactory
- Sublingual
- Cutaneous
- Via fluid medium, alcohol, or water
- Via pilules
- Via powder
- Plussing method

Obstacles to cure may include

- Diet and eating patterns/habits

RANGE OF VARIABLES

those factors referred to in the organon, 6th edition, aphorisms §259-263 including:

- Exercise
- Recreation
- Relaxation
- Hygiene
- Drugs and other substances of addiction
- Emotional health
- Living conditions
- Socio-economic factors
- Occupational factors
- Other aggravating and/or maintaining factors

Negotiate dietary modifications may include advising on the following:

- Foods, beverages and nutritional supplements
- Eating patterns/habits
- Diets for particular disorders and disease states such as:
 - Coeliac disease
 - Diabetes mellitus
 - Diarrhoea
 - Constipation
 - Gastric ulcer

Negotiate lifestyle modifications may include providing advice or referral on the following:

- Exercise programs
- Relaxation techniques
- Hygiene
- Recreational drugs and other substances of addiction
- Concurrent medications
- Occupational risks
- Personal or relationship counselling
- Community resources and/or support services

Client/patient compliance refers to:

- Ability to follow instructions or suggestions
- Willingness to follow instructions or suggestions
- Visual impairment

Discrepancies may include:

- Client/patient is unaware of the immediate danger of their condition
- Client/patient is over anxious about their condition

RANGE OF VARIABLES

- Client/patient is unaware of maintaining causes acting on their condition
- Practitioner is unaware of some implications of the client/patient's condition
- Practitioner and client/patient have other views about what the main problem is

Responsibilities of the practitioner may include:

- Isolating the sick person
- Notifying doctor about their condition
- Appropriate hygienic behaviour
- Appropriate sexual behaviour
- Notifying state health authorities of notifiable / communicable disease
- Commitment to the treatment plan
- Providing the treatment and follow-up
- Discussing relevant contra-indications or potential complications to treatment
- Reviewing the treatment plan
- Adjusting the treatment plan

Responsibilities of the client/patient may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussing and reviewing response to treatment
- Reviewing achievement of treatment goals
- Monitoring time frame for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Ability to provide treatment
- Demonstrated ability to read and interpret medical reports and other data relevant to the case
- Ability to identify clinical signs of nutritional imbalance
- Knowledge of miasmatic nature of homoeopathic symptomatology
- Knowledge of homoeopathic medicines for a range of common diseases or conditions
- Demonstrated ability to select a medicine, placebo or no medicine, according to what would be homoeopathic for the patient.
- Demonstrated sound philosophical logic and knowledge of clinical medicine and the pathophysiological process that could inhibit and/or hinder selected treatment.
- Knowledge of proving methods from a variety of sources.
- Demonstrated ability to determine the posology appropriate for the phase/stage of disease, according to the clinical approach the practitioner uses
- Knowledge of appropriate methods of administration of homoeopathic medicines
- Knowledge of various disease processes such as those for epidemic diseases, pandemic diseases, sporadic diseases, immune deficiencies, communicable contagious diseases
- Knowledge of anatomy and physiology
- Knowledge of pathophysiology and aetiology of disease
- Ability to research allopathic drugs, including iatrogenic potential, interactions and requirements for withdrawal
- Knowledge of lifestyle factors relevant to treatment of specific conditions and diseases
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills

EVIDENCE GUIDE

	<ul style="list-style-type: none">• Demonstrated ability to negotiate strategies to overcome any obstacles to cure• Knowledge of current state and federal medical Acts and notifiable diseases legislation
<i>Concurrent assessment and relationship with other units:</i>	<ul style="list-style-type: none">• Communicate effectively with clients/patients• Provide the treatment
<i>Underpinning knowledge and skills:</i>	<ul style="list-style-type: none">• Knowledge of the principles of homoeopathic case analysis, prescribing, and case management• Knowledge of materia medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions – to the level described in the Appendix• Knowledge of the presenting phase of disease and whether that phase is treatable with homoeopathy• Knowledge of the underlying condition, including knowledge of pathology• Knowledge of when homoeopathic treatment is not a viable option for the client/patient• Knowledge of basic nutritional requirements for the various ages and stages of life• Knowledge of when palliative treatment is indicated• Knowledge of disease processes• Knowledge necessary to assess a medical emergency• Ability to interpret pathology test results in relation to the selection of appropriate posology• Knowledge of potential impact on children of volume of alcohol component in the homoeopathic medicine• Knowledge of medical tests and diagnostic procedures• Knowledge of contra-indications of treatment and obstacles to cure• Knowledge of the use of placebo and the conditions and situations that warrant it• Knowledge of the possible reactions to a homoeopathic medicine in the phase/stage of disease• Knowledge of recommendations made by

EVIDENCE GUIDE

Hahnemann and others for protection against depotensising the medicines

- Knowledge of posology
- Knowledge of potencies (decimal, centesimal, LM/Q) and mother tincture
- Ability to research allopathic drugs, including iatrogenic potential, interactions and requirements for withdrawal
- Ability to use interpersonal and questioning skills
- Knowledge of dietary requirements of particular conditions and diseases
- Knowledge of lifestyle factors conducive to good health
- Knowledge of referral procedure
- Knowledge of the role of other health care professionals and support services

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHOM6A

Prepare and dispense Homœopathic medicine

Unit Descriptor

This unit describes the skills required to prepare and dispense Homœopathic medicines from a script prepared by a Homœopathic practitioner.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Prepare the medicine | <ul style="list-style-type: none">1.1 <i>Pharmaceutical ingredients and equipment</i> are identified and prepared1.2 The medicine is prepared according to <i>homœopathic pharmaceutical guidelines and methodology</i>1.3 The homœopathic medicine is prepared <i>according to clinic guidelines</i>1.4 <i>Care is taken</i> to prevent contamination of or by the homœopathic medicine1.5 The homœopathic medicine is <i>labelled and stored correctly</i> |
| 2. Dispense the medicine | <ul style="list-style-type: none">2.1 <i>Dispensing ingredients and equipment</i> are identified and prepared2.2 The required homœopathic medicine is dispensed in the <i>form</i> and quantity stipulated by the prescription/order2.3 <i>Care is taken</i> to prevent contamination of or by the homœopathic medicine2.4 The homœopathic medicine is <i>labelled correctly</i>2.5 <i>Instructions for taking the homœopathic medicine</i> are provided to the patient2.6 <i>Factors that may have an effect on storage</i> are identified and explained2.7 The homœopathic medicine is dispensed <i>according to clinic guidelines</i> |
| 3. Control stock | <ul style="list-style-type: none">3.1 Required materials are obtained from <i>acceptable sources</i>3.2 The pharmacy is kept well stocked <i>according to clinic guidelines</i>3.3 <i>Factors that may have an effect on storage</i> are identified3.4 Materials are stored <i>according to clinic guidelines</i>3.5 An alcohol register is maintained according to |

ELEMENT	PERFORMANCE CRITERIA
4. Complete documentation	<p data-bbox="715 248 1023 288">government regulations</p> <p data-bbox="639 338 1273 423">4.1 <i>Information</i> is recorded according to clinic guidelines</p> <p data-bbox="639 427 1126 468">4.2 Materials are <i>labelled correctly</i></p>

RANGE OF VARIABLES

Pharmaceutical ingredients and equipment may include:

- Medicinal substance, which may be of animal, mineral, vegetable, or imponderable source
- Lactose powder or globules
- Medicating alcohol
- Distilled water
- Mortar and pestle
- Measuring equipment
- Sterile containers
- Labels
- Protective clothing

Pharmaceutical guidelines and methodology refers to:

- Official pharmacopœia, including the homœopathic pharmacopœia of the USA, the UK, Germany and France
- Relevant aphorisms and footnotes in the Organon of Medicine 5th/6th Edition
- Trituration
- Maceration
- Succussion
- Serial dilution

Dispensing ingredients and equipment may include:

- Medicating potency
- Medicinal vehicle
- Dispensing alcohol
- Measuring equipment
- Sterile containers
- Labels
- Protective clothing

The form of the medicine may include:

- Powder
- Globule
- Pillule
- Tablet
- Liquid
- Cream
- Ointment
- Pessary

RANGE OF VARIABLES

	<ul style="list-style-type: none">• Suppository
<i>Care is taken to prevent contamination means:</i>	<ul style="list-style-type: none">• One medicine is in use at one time• Medicines are made and prepared over an impervious surface• Direct contact with or olfaction of the medicine is avoided• Objects that come in contact with the medicine are thoroughly cleaned or discarded• Medicines which come in contact with contaminants are discarded• The work space is well ventilated
<i>Clinic guidelines may include:</i>	<ul style="list-style-type: none">• OHS guidelines• Quality system guidelines• Dispensing procedure• Hygiene and waste guidelines• Stock and storage procedures
<i>Instructions for taking the homœopathic medicine refer to:</i>	<ul style="list-style-type: none">• Route of administration, eg oral, olfaction, application• Frequency of administration – single dose, repeated doses, intervals between doses• Any other instructions specific to the method of administration eg dilution, plussing• Factors that may interfere with the homœopathic medicine, eg consumption of coffee, alcohol or tobacco, concurrent use of allopathic medications, dental work• The need to report incidences to the prescribing homœopath
<i>Acceptable sources includes:</i>	<ul style="list-style-type: none">• Australian suppliers listed by the therapeutic goods administration• Reputable overseas suppliers• Substances collected and prepared from natural sources
<i>Labelled correctly means:</i>	<ul style="list-style-type: none">• According to legislative guidelines• According to clinic requirements

RANGE OF VARIABLES

Factors that may have an effect on the storage include:

- Proximity to electromagnetic radiation
- Exposure to heat above 50°C
- Prolonged exposure to sunlight
- Exposure to strong odorous substances, eg perfumes, camphor

Workplace information may include:

- Details of preparation and dispensing undertaken
- Stock documentation
- Details of person(s) conducting preparation and dispensing
- Dispensing information for prescriptions

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to correctly identify equipment and ingredients for homoeopathic medicine preparation and dispensing
- Demonstrated ability to prepare homoeopathic medicines in accordance with official pharmacopœia, clinic guidelines and relevant legislation
- Demonstrated ability to prepare homoeopathic medicines in a range of potency scales (mother tincture, decimal, centesimal, fifty millesimal)
- Demonstrated ability to dispense homoeopathic medicines in accordance with the order/prescription
- Demonstrated ability to confirm supply of necessary materials and services to the dispensing process
- Demonstrated ability to confirm equipment status and condition
- Knowledge of hygiene standards
- Demonstrated ability to access workplace information to identify requirements for the dispensing process
- Demonstrated ability to calculate assay/potency adjustment
- Demonstrated ability to measure and segregate materials
- Demonstrated ability to pack and label dispensed materials
- Demonstrated ability to sort, collect, treat, recycle or dispose of waste
- Demonstrated ability to maintain work area to meet clinic standards
- Demonstrated ability to record information

EVIDENCE GUIDE

- Demonstrated ability to monitor the dispensing process and equipment operation to identify out-of-specification results or non-compliance. This may include:
 - Labelling
 - Stock flow/quantity
 - Measuring devices
 - Materials faults
 - Equipment faults
 - Service faults
 - Ability to clean and sanitise equipment
 - Ability to carry out routine maintenance

Concurrent assessment and relationship with other units:

- Contribute to the control of infection

Underpinning knowledge and skills:

- Knowledge of homoeopathic pharmacy
- Knowledge of factors that affect homoeopathic medicines in preparation and storage
- Knowledge of homoeopathic medicine preparation from source materials
- Knowledge of homoeopathic medicine dispensing principles and methods
- Knowledge of the quality and various strengths of alcohol used in preparation and dispensing
- Knowledge of the preparation of dispensing alcohol
- Knowledge of the non-medicinal ingredients used in the preparation of homoeopathic medicines
- Knowledge of legal requirements relating to the prescription of medicines, therapeutic goods administration, OHS, labeling, restricted substances, principles of manufacturing, testing of homoeopathic products, quality control procedures
- Knowledge of the derivation of materia medica data from provings, clinical and toxicological sources

EVIDENCE GUIDE

- Knowledge of methods of administration for homoeopathic medicines
- Knowledge of raw materials segregation purpose and requirements
- Knowledge of the effect that incorrect dispensing process can have on the end product
- Knowledge of quality characteristics to be achieved
- Knowledge of equipment and instrumentation components, purpose and operation
- Knowledge of common causes of variation and corrective action required
- Knowledge of OHS hazards and controls
- Knowledge of waste handling requirements and procedures
- Knowledge of recording requirements and procedures

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Dispensing resources
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of assessment

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHOM7A Provide assistance to the Homoeopathic practitioner

Unit Descriptor

This unit covers the skills required to provide assistance to the homoeopathic practitioner by obtaining initial information, liaising with clients/patients on their treatment and conducting limited examination and testing of specimens.

ELEMENTS	PERFORMANCE CRITERIA
1. Establish relationship with the client/patient	<ul style="list-style-type: none">1.1 The <i>special needs</i> of clients/patients are identified and responded to1.2 <i>Effective communication</i> is used with the client/patient1.3 <i>Cultural and personal factors</i> are taken into consideration when interacting with clients/patients1.4 Discretion and confidentiality are exercised appropriately and boundaries of confidentiality are respected1.5 The client/patient is informed about procedures1.6 Client/patient consent for any examination or questioning is obtained
2. Obtain initial information	<ul style="list-style-type: none">2.1 The general appearance and demeanour of the client/patient is observed to detect signs of impaired vital functions2.2 Areas of discomfort/pain are recorded2.3 Height and weight, if appropriate, are recorded2.4 Findings are recorded according to the <i>clinic guidelines</i> and reported to the practitioner
3. Conduct examination for vital signs	<ul style="list-style-type: none">3.1 The <i>examination</i> is conducted in a systematic order3.2 Body temperature is taken in a manner appropriate to clinical presentation3.3 Blood pressure is taken according to standard procedure3.4 Pulse and respiration rates are taken according to standard procedure3.5 Findings are recorded according to the clinic guidelines and reported to the practitioner
4. Collect and test specimens	<ul style="list-style-type: none">4.1 Collection and test site and <i>equipment/supplies</i> are

ELEMENTS

PERFORMANCE CRITERIA

- prepared according to clinic guidelines
- 4.2 Required *specimens* are collected and tested according to clinic guidelines
 - 4.3 Test results are documented and passed on to the practitioner
 - 4.4 Infection control and body isolation procedures are followed while testing and disposing of the specimen

RANGE OF VARIABLES

Special needs may include:

- Disability
- Communication difficulties
- Language difficulties
- Presence of children/spouse
- Need for uninterrupted privacy
- Need for communication aids

Effective communication includes:

- Active listening
- Appropriate language
- Appropriate communication aids
- Appropriate modes of communication
- Appropriate demeanour and body language
- Appropriate tone and presentation
- Observation
- Questioning, clarifying, advising
- Providing appropriate and accurate information
- Honesty and integrity

Cultural and personal factors may include:

- Religious background
- Ethnic background
- Gender
- Age
- Dis/ability
- Family or social factors

Clinic guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice

Examination may include:

- Blood pressure, respiration rate, pulse rate and temperature
- Peak flow rate, if required
- Use of required equipment, including
 - Sphygmomanometer
 - Stethoscope
 - Timing device

RANGE OF VARIABLES

- Thermometer
- Peak flow meter and disposable mouth pieces
- Adherence to infection control guidelines

Equipment/supplies may include:

- Glucometer
- Lancets
- Combi 10 or equivalent
- Sharps container
- Disposable gloves and aprons
- Protective eye wear
- Hazard bags
- Gauze squares
- Specimen containers

Specimens may include:

- Urine
- Faeces
- Blood (finger prick)
- Saliva
- Sputum

EVIDENCE GUIDE

Critical aspects of communication include

- Demonstrated ability to respond appropriately to a range of clients/patients in a range of situations
- Demonstrated ability to respond appropriately to special needs
- Demonstrated ability to explain initial examination procedures
- Demonstrated ability to follow clinic procedures and practices
- Demonstrated ability to elicit information
- Demonstrated communication skills including:
 - Active listening
 - Clear, concise and correct written and verbal communication
 - Ability to pass on verbal and written messages
 - Documentation and record keeping abilities
 - Ability to clarify and ascertain correct meanings from communication
 - Ability to establish rapport
 - Ability to communicate on a one-to-one basis
- Demonstrated ability to seek assistance if necessary
- Demonstrated ability to record observations
- Demonstrated ability to examine vital signs
- Demonstrated ability to collect and test specimens, using the correct equipment
- Demonstrated ability to correctly dispose of specimens

Concurrent assessment and relationship with other units:

- Work within a homœopathic framework
- Use and maintain medical equipment

Underpinning knowledge and skills:

- Knowledge of central principles and practices of homœopathy
- Knowledge of clinic policies, procedures and guidelines
- Demonstrated verbal and non-verbal communication skills

EVIDENCE GUIDE

- Demonstrated documentation skills
- Knowledge of homoeopathic focused questioning
- Knowledge of clinical anatomy and physiology relevant to performing examination
- Knowledge of biosciences relevant to performing the examination
- Knowledge of procedures for collecting and testing specimens
- Knowledge of correct use of and cleaning of equipment
- Knowledge of correct disposal techniques of waste and sharps in accordance with workplace policy

Resource implications

Resource requirements may include:

- Appropriate equipment and supplies
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations and role play
- Oral questioning
- Case studies and scenarios as a basis for discussion

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be mostly practical and cover a range of clinical situations.

UNIT HLTHOM8A

Provide Homoeopathic treatment and manage the case

Unit Descriptor

This unit describes the skills required to provide treatment and manage the case according to the philosophy and practices of the homoeopathic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Provide homoeopathic treatment	<ul style="list-style-type: none">1.1 Homoeopathic medicines are provided according to the client/patient's phase of disease and presenting complaint(s)1.2 <i>Instructions for taking the homoeopathic medicine</i> are explained, and negotiated if required1.3 <i>Factors which may interfere with the effectiveness of the treatment</i> are explained1.4 Client/patient <i>consent for treatment</i> is ensured1.5 Client/patient is requested to monitor <i>responses to the homoeopathic medicine</i> and to contact practitioner as required1.6 The time, location and purpose of future sessions are explained to the client/patient1.7 Treatments, recommendations and arrangements for review are documented according to <i>clinic guidelines</i>
2. Advise and resource the client	<ul style="list-style-type: none">2.1 The client/patient is provided with <i>information relevant to their treatment plan</i> and required participation2.2 Client/patient queries are answered with clarity, using the appropriate language2.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient2.4 Client/patient independence and responsibility in treatment are promoted wherever possible
3. Manage and review treatment	<ul style="list-style-type: none">3.1 Responses to treatment are monitored and <i>aggravations are managed</i> promptly if necessary3.2 <i>Responses to the homoeopathic medicine</i> are reviewed against therapeutic expectations and recorded according to <i>clinic guidelines</i>3.3 Progress is evaluated with the client/patient

ELEMENT

PERFORMANCE CRITERIA

- 3.4 Previous treatment plan is reviewed
- 3.5 Need for *ongoing and/or additional treatment* is evaluated
- 3.6 Changes to the treatment plan are negotiated with the client/patient to ensure optimal outcomes
- 3.7 Additional treatment or referral for further examination is instigated

RANGE OF VARIABLES

Instructions for taking the homoeopathic medicine must include:

- Route of administration – ingestion, olfaction, application
- When – time of day in relation to food and/or other medications
- Frequency – single dose or repeated doses, interval between doses
- Self-monitoring – cessation, reporting aggravations or new symptoms
- Any additional instructions specific to the method of administration – eg dilution, plussing

Factors which may interfere with the effectiveness of treatment include:

- Ingestion of food/beverages or smoking within ten - twenty minutes before or after treatment
- Other medical treatment being undertaken
- Client/patient's physical reactivity
- Client/patient's ability/willingness to comply with instructions
- Incorrect storage of medicine

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines
- Attendance of appropriate adult for wards of State and minors as appropriate

Responses to the homoeopathic medicine may include:

- Amelioration
- Amelioration-aggravation
- Aggravation
- Aggravation-amelioration
- Palliation
- Suppression
- Old symptoms return
- New symptoms emerge unrelated to the medicine
- Proving symptoms emerge
- No change in symptoms

Clinic guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice

RANGE OF VARIABLES

	<ul style="list-style-type: none">• Agreed practice
<i>Information relevant to treatment plan may include:</i>	<ul style="list-style-type: none">• Literature or information materials• Referrals to other information sources• Advice regarding self-care and/or removing obstacles to cure• Referrals to other health care professionals/services• Availability of any products recommended in the treatment plan
<i>Aggravations are managed may include:</i>	<ul style="list-style-type: none">• Discussing response with the client/patient• Using antidotes• Adjusting posology• Seeking appropriate expertise• Using recognised first aid procedures• Accessing local emergency services
<i>Ongoing and/or additional treatment may include:</i>	<ul style="list-style-type: none">• Repetition of same medicine in same potency• Repetition of same medicine in different potency• Change of frequency of administration• Change of medicine• Need for intercurrent medicine• Adding miasmatic medicine• Introducing constitutional medicine• Adding a nosode• Adding a pathological lesion medicine• Waiting• Placebo• Adjusting diet or lifestyle• Body work• Counselling

EVIDENCE GUIDE

Critical aspects of assessment:

- Treatment plans are implemented to achieve the best possible therapeutic outcome for the client/patient, which may involve:
 - Treatment of a range of conditions/disease states
 - Demonstration of the application of established homoeopathic clinical practices
 - Treatment according to the individual, the condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
 - Use of counselling as a treatment method, where competence exists
 - Referral to another health care professional
 - Provision of treatment
 - Complete documentation of all recommendations and patient responses
 - Review of treatment plan
- Demonstrated ability to maintain sterile stock and equipment according to legislation and guidelines
- Knowledge of equipment specifications and manufacturers guidelines
- Knowledge of relevant organisational policies and procedures
- Demonstrated ability to use equipment correctly
- Demonstrated ability to prepare homoeopathic medicines in accordance with official pharmacopœia, clinic guidelines and relevant legislation
- Demonstrated ability to prepare homoeopathic medicines in a range of potency scales (mother tincture, decimal, centesimal, fifty millesimal)
- Demonstrated ability to dispense homoeopathic medicines in accordance with the order/prescription
- Demonstrated ability to explain any perceived risks and possible responses to the homoeopathic medicine
- Demonstrated ability to negotiate the management of homoeopathic treatment with the patient's current therapies.
- Demonstrated ability to identify and analyse responses to previous homoeopathic medicines
- Demonstrated ability to negotiate strategies to

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overcome any obstacles to cure

- Demonstrated ability to identify potential life threatening and emergency conditions
- Demonstrated ability to assess the need for other treatment
- Knowledge of the role of other health care professionals and support services
- Knowledge of materia medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions, as defined in the Appendix
- Knowledge of repertorial and non-repertorial techniques

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively within the health industry
- Prepare and dispense homoeopathic medicine

Underpinning knowledge and skills:

- Knowledge of history, philosophy, principles and practices of homoeopathy
- Knowledge of primary and secondary responses to homoeopathic medicines and contra-indications to treatment
- Ability to provide appropriate antidotes
- Ability to manage time throughout consultation and treatment
- Ability to write referrals
- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient
- Knowledge of medical tests and diagnostic procedures
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice
- Ability to research allopathic drugs, including

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iatrogenic potential, interactions and requirements for withdrawal

- Knowledge of homoeopathic principles and the principles of case-taking and case analysis
- Knowledge of materia medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions- level of knowledge as identified in the Appendix
- Knowledge of the use of paper and/or computerised repertories
- Knowledge of pathophysiology and disease processes
- Knowledge of anatomy and physiology
- Knowledge of the various approaches to prescribing including consideration of:
 - Totality of characteristic symptoms
 - Keynote characteristic symptoms
 - Central theme of a remedy
 - Constitutional basis
 - Miasmatic indications
 - Aetiology
 - Use of organopathic medicines
 - Prophylactics
 - Ladder-like prescribing
 - Tautopathy
- Knowledge of the importance of strange, striking, rare, unusual and peculiar symptoms
- Knowledge of posology
- Knowledge of homoeopathic pharmacy
- Knowledge of factors that affect homoeopathic medicines in preparation and storage
- Knowledge of homoeopathic medicine preparation from source materials
- Knowledge of homoeopathic medicine dispensing principles and methods
- Knowledge of the quality and various strengths of alcohol used in preparation and dispensing
- Knowledge of the preparation of dispensing alcohol

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- Knowledge of the non-medicinal ingredients used in the preparation of homoeopathic medicines
- Knowledge of the effect of the dispensing process on the end product
- Knowledge of equipment and instrumentation components, purpose and operation
- Knowledge of common causes of variation and corrective action required
- Knowledge of equipment testing procedures
- Knowledge of standard precaution procedures in using equipment
- Knowledge of case analysis and management according to homoeopathic principles
- Knowledge of the use of alternating and intercurrent homoeopathic medicines and antidotes
- Knowledge of the relationships between homoeopathic medicines, inimical, antidotal complementary and follows well
- Knowledge of obstacles to cure
- Ability to administer homoeopathic medicines
- Knowledge of the capabilities and limitations of homoeopathic treatment
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of disease processes and the natural history of disease
- Ability to apply differential assessment skills
- Ability to manage medical emergencies.

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

- Practical demonstration

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Assessment may include:

- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHOM9A Provide specific Homoeopathic assessment and care

Unit Descriptor

This unit describes the skills required to provide homoeopathic assessment and care specific to common conditions in each stage of life.

ELEMENT	PERFORMANCE CRITERIA
1. Provide specific assessment and care for children and adolescents	<p>1.1 The <i>case is taken with specific reference</i> to the age, gender and/or <i>particular state</i> of the client/patient</p> <p>1.2 Consent is obtained from a parent/guardian/care giver prior to commencing a physical examination of a minor</p> <p>1.3 A physical examination is conducted relevant to the presenting symptoms and the age, gender and/or <i>particular state</i> of the client/patient</p> <p>1.4 The health of clients/patients is assessed according to standard guidelines relating to age, and with regard to conditions common to their age, gender and/or particular state</p> <p>1.5 Specific consideration is given to any deviations from the <i>normal percentiles or developmental norms for the age group</i></p> <p>1.6 A <i>treatment plan</i> is developed according to findings</p> <p>1.7 The treatment plan is implemented</p> <p>1.8 Findings, treatment plan and <i>therapeutic expectations</i> are documented according to <i>clinic guidelines</i></p> <p>1.9 <i>Follow up visit/s</i> are organised and documented according to clinic guidelines</p> <p>1.10 Responses are documented according to clinic guidelines and treatment adjusted accordingly</p>
2. Provide specific assessment and care for adult females	<p>2.1 The <i>case is taken with specific reference</i> to the age, gender and/or <i>particular state</i> of the client/patient</p> <p>2.2 <i>Consent</i> is obtained from the client/patient or parent/guardian/care giver prior to commencing a physical examination</p> <p>2.3 A physical examination is conducted relevant to the presenting symptoms and the age, gender and/or <i>particular state</i> of the client/patient</p> <p>2.4 The health of the client/patient is assessed</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>according to standard guidelines relating to age, and with regard to conditions common to their age, gender and/or <i>particular state</i></p>
	2.5 Specific consideration is given to the reproductive system and function
	2.6 A treatment plan is developed according to findings
	2.7 The treatment plan is implemented
	2.8 Findings, treatment plan and <i>therapeutic expectations</i> are documented according to clinic guidelines
	2.9 <i>Follow up visit/s</i> are organised and documented according to clinic guidelines
	2.10 Responses are documented according to clinic guidelines and treatment adjusted accordingly
3. Provide specific assessment and care for adult males	3.1 The <i>case is taken with specific reference</i> to the age, gender and/or <i>particular state</i> of the client/patient
	3.2 <i>Consent</i> is obtained from the client/patient or parent/guardian/care giver prior to commencing a physical examination
	3.3 A physical examination is conducted relevant to the presenting symptoms and the age, gender and/or <i>particular state</i> of the client/patient
	3.4 The health of the client/patient is assessed according to standard guidelines relating to age, and with regard to conditions common to their age, gender and/or <i>particular state</i>
	3.5 Specific consideration is given to the reproductive system and function
	3.6 A <i>treatment plan</i> is developed according to findings
	3.7 The treatment plan is implemented
	3.8 Findings, treatment plan and <i>therapeutic expectations</i> are documented according to clinic guidelines
	3.9 <i>Follow up visit/s</i> are organised and documented according to clinic guidelines
	3.10 Responses are documented according to clinic guidelines and treatment adjusted accordingly
4. Provide specific assessment and care for the elderly	4.1 The <i>case is taken with specific reference</i> to the age, gender and/or <i>particular state</i> of the

ELEMENT	PERFORMANCE CRITERIA
	client/patient
	4.2 <i>Consent</i> is obtained from the client/patient or guardian/care giver prior to commencing a physical examination
	4.3 A physical examination is conducted relevant to the presenting symptoms and the age, gender and/or <i>particular state</i> of the client/patient
	4.4 The health of clients/patients is assessed according to standard guidelines relating to age, and with regard to conditions common to their age, gender and/or <i>particular state</i>
	4.5 Specific consideration is given to the client/patient's memory, cognitive ability and care requirements
	4.6 A <i>treatment plan</i> is developed according to findings
	4.7 The treatment plan is implemented
	4.8 Findings, treatment plan and <i>therapeutic expectations</i> are documented according to clinic guidelines
	4.9 <i>Follow up visit/s</i> are organised and documented according to clinic guidelines
	4.10 Responses are documented according to clinic guidelines and treatment adjusted accordingly
5. Provide specific assessment and palliative care	5.1 The <i>case is taken with specific reference</i> to the age, gender and/or <i>particular state</i> of the client/patient
	5.2 <i>Consent</i> is obtained from the client/patient or parent/guardian/care giver prior to commencing a physical examination
	5.3 A physical examination is conducted relevant to the presenting symptoms and the age, gender and/or <i>particular state</i> of the client/patient
	5.4 The <i>vitality</i> of the clients/patients is assessed according to standard guidelines relating to age, and with regard to their age, gender and/or <i>particular state</i>
	5.5 Specific consideration is given to the client/patient's fears, expectations, any distressing or painful symptoms, immediate and future care requirements
	5.6 Information on the medical diagnosis, prognosis, potential risks and relevant tests is obtained

ELEMENT	PERFORMANCE CRITERIA
6. Provide specific assessment and prophylactic care	<p>5.7 A <i>treatment plan</i> is developed according to findings</p> <p>5.8 The treatment plan is implemented</p> <p>5.9 Findings, treatment plan and <i>therapeutic expectations</i> are documented according to clinic guidelines</p> <p>5.10 <i>Follow up visit/s</i> are organised and documented according to clinic guidelines</p> <p>5.11 Responses are documented according to clinic guidelines and treatment adjusted accordingly</p> <p>5.12 Strategies are negotiated for continued support and communication with the client/patient and carers through the dying process</p> <p>5.13 Referrals to <i>other supportive treatments</i> or services are provided if appropriate</p>
	<p>6.1 The <i>case is taken with reference</i> to the age, <i>particular state</i> and/or <i>specific situation</i> of the client/patient</p> <p>6.2 <i>Consent</i> is obtained from the client/patient or, in the case of a minor, from a parent/guardian/care giver prior to commencing a physical examination</p> <p>6.3 A physical examination is conducted relevant to the presenting symptoms and the age, gender and/or <i>particular state</i> of the client/patient</p> <p>6.4 The health of clients/patients is assessed with regard to conditions common to their age and/or <i>specific situation</i></p> <p>6.5 Specific consideration is given to client/patient's <i>prophylaxis issues</i>, options available for their specific situation, and access to health care services</p> <p>6.6 A <i>treatment plan</i> is developed according to findings</p> <p>6.7 The treatment plan is implemented</p> <p>6.8 Findings, treatment plan and <i>therapeutic expectations</i> are documented according to clinic guidelines</p> <p>6.9 <i>Instructions for taking the prophylactic</i> medicine are explained</p> <p>6.10 Additional information is provided on infection control procedures and management strategies for acute infections, if appropriate</p> <p>6.11 <i>Follow up visit/s</i> are organised and documented</p>

ELEMENT

PERFORMANCE CRITERIA

according to clinic guidelines

6.12 Responses are documented according to clinic guidelines and treatment adjusted accordingly

RANGE OF VARIABLES

Case taking may include specific reference to:

- Physical and/or developmental issues specific to age group, gender, and/or particular state
- Mental and/or emotional issues specific to age group, gender, and/or particular state
- Social issues specific to age group, gender, and/or particular state
- Family and personal medical history
- Level of dependence and requirements for care
- Level of understanding of relevant issues and options
- Access to care and/or support services
- Known pathology and associated medical treatments and tests

Particular state may include:

- Neonate (birth to 28 days) or infancy
- Prepubescent
- Pubescent
- Post-pubescent
- Non pregnant female
- Pregnant female
- Lactating female
- Peri menopausal female
- Post menopausal female
- Senescence
- Advanced pathology

Consent means:

- Informed consent according to local and national regulations and legal guidelines
- In the case of a minor or a ward of the State that an appropriate adult be present during any examination

Normal percentiles or developmental norms may refer to:

- Apgar score, birth weight
- Growth patterns and changes in the pattern of growth over a series of measurements
- Height, weight and head circumference measurements
- Tanner's scale of maturation
- Major milestones in development

RANGE OF VARIABLES

- Personal and social skills, fine motor skills, general motor skills and language development
- Standard milestone chart

Treatment plan may include:

- Homoeopathic medicine according to the phase/stage of disease and presenting complaint
- Homoeopathic medicine(s) for prophylactic care over time
- Counselling
- Information on breastfeeding and/or alternative feeding methods and weaning
- Information on toilet training or bladder reprogramming exercises
- Information on methods of contraception and safe sex practices
- Advice on personal hygiene
- Advice on infection control
- Advice on nutrition and/or dietary supplements
- Advice on removing obstacles to cure
- Referral to other health care professional/support services

Therapeutic expectations may include:

- Amelioration
- Aggravation
- Palliation of incurable condition
- Progression of disease
- No response
- Protection from contacted disease

Clinic guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Agreed practice

Follow up visit/s may include:

- Clinic consultations
- Telephone or email communications
- Home visits
- Hospice/hospital visits

RANGE OF VARIABLES

Assessment of client/patient vitality may include:

- Vital signs
- Physical reflexes
- Energy levels
- Sleep pattern
- Sensitivity to drugs and/or homoeopathic medicines

Other supportive treatment or services may include:

- Body work –massage, Reiki, kinesiology, etc
- Remedial therapy
- Aromatherapy
- Acupuncture
- Cancer or AIDS support foundations
- Local palliative care associations
- Counsellors
- Nursing community care services
- Lactation consultants

Specific situation may include:

- Travel plans
- Remote location
- Desire/need for alternative to routine immunisation
- Desire/need for acute self-care

Prophylaxis issues may include:

- Client/patient's need for protection
- Client/patient's beliefs and wishes regarding immunisation and/or homoeopathic prophylaxis
- Client/patient's current state of health
- Client/patient's past experiences with immunisation and/or homoeopathic prophylaxis
- Social pressures and expectations

Instructions for taking the prophylactic medicine must include:

- Signs and symptoms indicating the need for a specific medicine
- Route of administration – ingestion, olfaction, application
- When – time of day in relation to food and/or other medications
- Frequency – single dose or repeated doses, interval between doses
- Self-monitoring – cessation, reporting aggravations

RANGE OF VARIABLES

or new symptoms

- Any additional instructions specific to the method of administration – eg dilution, plussing

EVIDENCE GUIDE

Critical aspects of assessment:

- Treatment plans are implemented to achieve the best possible therapeutic outcome for the client/patient, which may involve:
 - Demonstrated application of established homoeopathic clinical practices
 - Treatment of a range of conditions/disease states
 - Treatment according to client/patient's condition and presence of complicating factors
 - Use of counseling as a treatment method, where competence exists
 - Referral to another health care professional
 - Provision of homoeopathic medicine(s)
 - Complete documentation of all recommendations and patient responses
 - Review of treatment plan
- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the homoeopathic framework
- Knowledge of the principles and tools of homoeopathic practice
- Knowledge of materia medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions – level as determined in the Appendix
- Knowledge of homoeopathic repertorial methods
- Knowledge of a range of therapeutic alternatives
- Demonstrated ability to accurately identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to provide homoeopathic treatment in a specific manner
- Demonstrated ability to accurately record details of client/patient treatment
- Demonstrated ability to explain relevant services
- Demonstrated age appropriate communication skills in a one-to-one and group setting

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	<ul style="list-style-type: none">• Demonstrated ability to conduct an age/gender specific external physical examination with minimal internal examination: eyes, ears, nose and throat• Demonstrated ability to provide palliative treatment honestly and with compassion and respect for the client/patient and carers
<i>Concurrent assessment and relationship with other units:</i>	<ul style="list-style-type: none">• Take the homoeopathic case• Perform screening assessment and examination• Provide the treatment
<i>Underpinning knowledge and skills:</i>	<ul style="list-style-type: none">• Knowledge and understanding of the central philosophies, principles and practice of homoeopathy• Knowledge of materia medica of sufficient scope and depth (derivation of data, systems of classification, keynotes, clinical indications) to enable accurate differentiation of indicated medicines in a broad range of acute and chronic conditions• Knowledge of homoeopathic repertorial methods• Knowledge of homoeopathic posology• Knowledge of susceptibility and sensitivity• Ability to differentiate most appropriate posology for a range of common conditions• Ability to conduct an external physical examination and internal inspection of eyes, ears, nose and throat• Knowledge of anatomy and physiology relating to normal neonatal development and childhood, puberty and adolescence, pregnancy and foetal development, and ageing• Knowledge of common conditions affecting children, males, non-pregnant and pregnant females, and the aged• Knowledge of common infectious and notifiable diseases• Knowledge of common pathology tests and ability to evaluate the results• Knowledge of common physical manifestations of terminal diseases• Knowledge of allopathic treatments for a range of

EVIDENCE GUIDE

common conditions

- Knowledge of allopathic management strategies for terminal conditions
- Ability to conduct research
- Knowledge of OHS requirements in the workplace
- Knowledge of infection control procedures
- Knowledge of ethical issues in medicine
- Knowledge of legislative requirements pertaining to the treatment of minors
- Knowledge of legislative requirements pertaining to notifiable diseases
- Knowledge of legislative requirements pertaining to palliative care
- Knowledge of basic counselling, with specific reference to grief, death and dying
- Ability to communicate in one-to-one and group settings in an appropriate manner

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors
- Infection control equipment

Method of assessment

Assessment may include:

- Short tests and essays
- Oral questioning and discussion
- Actual or simulated clinical encounters

Context of assessment:

This unit is most appropriately assessed in a clinical or simulated clinical environment. Assessment may contain a practical emphasis and examples covering a range of clinical situations.

UNIT HLTHOM10A

Take the Homœopathic case

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and take homœopathic case.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | <p>1.1 Client/patient's purpose for consultation and their presenting symptoms are identified</p> <p>1.2 Scope and limits of services able to be provided are clearly explained</p> <p>1.3 The client/patient's expectation of the service/clinic are explored and clarified</p> <p>1.4 <i>Factors likely to have a negative impact on assessment</i> are identified and strategies implemented to minimise the effects wherever possible</p> <p>1.5 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and determine practice at all times</p> <p>1.6 Clients/patients are referred to <i>other health care providers</i> where their needs are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner the needs of the client/patient are best met by doing so</p> <p>1.7 The legal rights of the client/patient are identified and promoted</p> |
| 2. Obtain and record an accurate history of the client/patient | <p>2.1 Details of the <i>client/patient's history</i> are sought in a respectful, purposeful manner</p> <p>2.2 <i>Potential sensitivities</i> of the client/patient are anticipated, the practitioner's approach is adapted accordingly and steps are taken to ensure the client/patient's dignity is maintained at all times</p> <p>2.3 Adequate time is allowed during consultation to gather critical information</p> <p>2.4 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals</p> <p>2.5 Information is managed in a confidential and secure way</p> |
| 3. Observe the client/patient | <p>3.1 <i>Signs of disease/condition</i> are identified according</p> |

ELEMENTS

PERFORMANCE CRITERIA

- to homoeopathic practice
- 3.2 *Further observations* are recorded according to homoeopathic guidelines
 - 3.3 Specific details of signs and symptoms of the presenting complaint/s are elicited
 - 3.4 Information is accurately recorded in a systematic manner in accordance with *clinic guidelines*
 - 3.5 The need for *specimen collection and testing* and/or *screening assessment* is determined
 - 3.6 The reliability of data obtained is assessed and where possible, appropriate clinical correlation with the client/patient's complaints is established

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care providers may include:

- Doctors
- Social workers
- Other homoeopaths
- Other health care practitioners
- Counsellors
- Chiropractors
- Osteopaths

Client/patient history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for consultation
- Areas of discomfort/pain
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Demeanor
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adulthood illness
- Accidents, injuries, operations
- Hospitalisations
- Immunisations
- Occupational history and environment

RANGE OF VARIABLES

- Medical treatment, past and present
- Previous homoeopathic treatment
- Prescribed or self-prescribed medicines and supplements, past and present
- Social lifestyle including social drug usage
- Family history

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Signs of disease/condition include:

- Physical evidence of disease and/or states of disorder
- Behavioural evidence of disease and/or states of disorder
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities - intensity, severity, nature of complaint
- Concomitant signs and symptoms
- General and particular symptoms
- Subjective and objective symptoms
- Strange, rare and peculiar symptoms
- Non verbal signs and symptoms
- Functional or pathological disturbances

RANGE OF VARIABLES

Further observations may refer to:

- Performance indicators such as – heart rate; respiration rate, blood pressure, temperature, neural signs, joint movement, weight; height
- Symptom complexes such as – vital force assessment, functional and pathological disturbances, organ function, miasms
- Psychological history such as life experiences and expectations, mental and or emotional conditions and treatments, behaviours and temperaments, past and present, stress effects and reactions
- Interpersonal relationships within the family/work/social
- Cultural relationships
- Psychological state
- Demeanour of the patient
- Patient's life situation

Clinic guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Collecting and testing specimens may include:

- Instructing the client/patient on how to give a specimen
- Obtain a specimen of blood (pin prick), urine or faeces from the client/patient
- Using body substance isolation procedures while testing and disposing of the specimen
- Testing the specimen according to clinic guidelines
- Interpreting and documenting the results of the specimen test according to clinic guidelines
- Preparing the equipment and the collection site according to clinic guidelines
- Using appropriate equipment

Screening assessment must imply one of the following:

- Need for further examination or investigation
- Need for further evaluation of the signs and symptoms to establish a clinical diagnosis
- A definite clinical diagnosis

RANGE OF VARIABLES

- A dangerous pathology or psychiatric condition
- A condition which can be safely and satisfactorily managed by the practitioner
- Procedures are applicable under relevant local legislation

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify and record signs and symptoms of disease according to homoeopathic practice
- Demonstrated observation skills
- Demonstrated ability to elicit details
- Ability to identify clinical signs of nutritional imbalance
- Demonstrated ability to accurately record information in a systematic manner in accordance with clinic guidelines
- Knowledge of and ability to use terminology correct to discipline
- Knowledge of clinic and legislative guidelines relevant to assessment techniques
- Knowledge of and ability to use homoeopathic tools and resources
- Demonstrated communication skills
- Knowledge of further testing procedures
- Ability to read medical test results or documents
- Ability to discuss and observe treatment protocols

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of case taking methods detailed by Hahnemann
- Demonstrated ability to effectively use repertories
- Knowledge of the hierarchies of symptoms
- Awareness of critical information required for diagnosis and treatment according to homoeopathic principles
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of anatomy physiology, and pathophysiology
- Knowledge of symptomatology and pathology according to homoeopathic principles
- Knowledge of disease processes and affecting factors for a range of common diseases

EVIDENCE GUIDE

- Knowledge of the environmental causes of disease
- Ability to interpret medical test data such as urine, blood test data, faecal and biopsy reports
- Ability to relate results of specimen tests to homoeopathic symptomatology.
- Ability to use reference texts including homoeopathic and Western medicine texts
- Ability to recognise when specimen collection is required
- Ability to recognise when screening assessment is required
- Knowledge of basic nutritional requirements for the various ages and stages of life
- Demonstrated ability to read medical reports
- Awareness of time management requirements during consultation
- Demonstrated ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry
- Knowledge of interview techniques
- Demonstrated ability to accurately record information

EVIDENCE GUIDE

Resource implications

Resource requirements include all the relevant resources commonly used by specific discipline. Specific tools may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Reference texts
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assessments
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTHOM11A

Use and maintain medical equipment

Unit Descriptor

Based on HLTSTE1A: Cleaning of reusable medical devices and HLTSTE4A: Control sterile stock. This unit describes the skills required to operate and maintain medical equipment for use in clinical practice.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| 1. Receive and store equipment | 1.1 Received <i>equipment</i> is checked for compliance with inventory records and for packaging integrity |
| | 1.2 Dedicated area for storing sterile <i>equipment</i> is identified |
| | 1.3 Handling of <i>equipment</i> is minimised |
| | 1.4 Equipment is stored in accordance with nature of item and organisational procedures |
| | 1.5 Equipment is managed according to inventory control guidelines and organisational procedures |
| | 1.6 Packaging integrity of sterilised <i>equipment</i> is checked prior to issue |
| | 1.7 Departmental procedures are followed when packaging integrity or sterility is compromised |
| 2. Operate equipment | 2.1 <i>Equipment</i> is operated in accordance with manufacturer's instructions. |
| | 2.2 <i>Equipment</i> is operated in accordance with <i>organisational and legislative guidelines</i> . |
| | 2.3 <i>Equipment</i> is operated in accordance with OHS guidelines. |
| | 2.4 <i>Equipment</i> is disposed of safely and in line with OHS legislation and <i>organisational and legislative guidelines</i> . |
| 3. Monitor and maintain equipment | 3.1 Regular checks are executed on equipment |
| | 3.2 Services and repairs are arranged |
| | 3.3 Details of services and/or repairs are recorded in accordance with organisational guidelines |
| 4. Collect contaminated items and equipment | 4.1 Containers designated for the collection of items and equipment are prepared |
| | 4.2 Procedure for collecting and disposing of contaminated items and equipment is followed |
| | 4.3 Contaminated items are secured and not left |

ELEMENT	PERFORMANCE CRITERIA
	unattended
	4.4 Items requiring cleaning and sterilisation are identified, checked and segregated in accordance with processing requirements/standards
5. Conduct workplace documentation	5.1 <i>Non-compliance issues</i> are reported and/or documented according to organisational procedures
	5.2 Inventory control records are checked and maintained
	5.3 Stock levels are assessed and stock replenished to maintain adequate supply

RANGE OF VARIABLES

Stock and equipment may include:

- Respiratory equipment
- Glucometer
- Steriliser
- Thermometer
- Sphygmomanometer
- Scales
- Urine test stix
- Goggles
- Dressing instruments
- Spirometers
- Eye washes
- Torches
- Otoscope
- Tongue depressors
- Equipment used in the preparation and dispensing of medicines
- Other medical equipment and supplies

Organisational and legislative guidelines may include:

- Legislation defining worker roles and responsibilities
- Procedures manuals
- OHS guidelines
- Operating manuals

Non-compliance issues may include:

- Incorrect delivery of stock or equipment
- Damaged packaging
- Sterilisation or cleaning procedures not properly followed
- Storage area damaged or unclean
- Equipment damaged

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to maintain sterile stock and equipment according to legislation and guidelines
- Knowledge of equipment specifications and manufacturers guidelines
- Knowledge of relevant organisational policies and procedures
- Demonstrated ability to use equipment correctly
- Demonstrated ability to maintain documentation
- Demonstrated ability to correctly receive, store and process medical supplies and equipment
- Demonstrated ability to follow guidelines for infection control
- Knowledge of OHS issues and guidelines

Concurrent assessment and relationship with other units:

- Contribute to the control of infection
- Provide assistance to homoeopathic practitioner

Underpinning knowledge:

- Basic knowledge of microbiology as it affects the sterilisation of the work environment
- Knowledge of the importance of sterilisation technology as a contribution to client/patient care
- Knowledge of the legal responsibilities of providers of health care in relation to confidentiality, client/patients' rights, duty of care and the implications of negligence
- Knowledge of the work flow process, reasons for design of work area
- Knowledge of equipment operation
- Knowledge of equipment testing procedures
- Knowledge of medical equipment and supplies
- Knowledge of standard precaution procedures
- Knowledge of OHS policies, guidelines and symbols
- Knowledge of basic principles and practices of decontamination
- Knowledge of hazard identification and risk controls
- Knowledge of clinic code of practice and all relevant infection prevention guidelines

EVIDENCE GUIDE

Resource Implications

Resource requirements may include:

- Appropriately stocked clinic or simulated clinic environment
- Relevant supplies and medical equipment
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment:

- Assessment may include:
 - Short tests and essays
 - Oral questioning and discussion
 - Demonstration

Context of assessment:

This unit is most appropriately assessed on the job or through a simulated environment. Assessment may contain theoretical and practical aspects and examples covering a range of clinical situations.

UNIT HLTHOM12A

Work within a Homoeopathic framework

Unit Descriptor

This unit describes the skills required to work effectively within a homoeopathic framework and correctly present the homoeopathic framework to clients/patients and the general public.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate knowledge of homoeopathic paradigm	<ul style="list-style-type: none">1.1 <i>Definition</i> and historical development of homoeopathy can be effectively communicated1.2 <i>Central philosophy of homoeopathy</i> can be identified and explained1.3 Homoeopathic philosophy is used to interpret health issues
2. Identify and describe the principles and practices of homoeopathy	<ul style="list-style-type: none">2.1 The <i>major method of treatment</i> used by homoeopaths is identified and described2.2 <i>Other methods of treatment</i> used by homoeopaths are identified and described2.3 Appropriate <i>homoeopathic diagnostic techniques and tools</i> are identified and described
3. Demonstrate basic knowledge of other therapies	<ul style="list-style-type: none">3.1 A range of <i>other therapies</i> is identified3.2 <i>Basic information on other therapies</i> is provided3.3 <i>Relationship between homoeopathy and other therapies</i> is identified
4. Represent homoeopathy to the community	<ul style="list-style-type: none">4.1 Practices and principles of homoeopathy can be clearly explained in a one-to-one and group setting4.2 <i>Enquiries</i> are clarified and <i>appropriate information</i> is provided4.3 Requests for client/patient to bring <i>relevant data</i> to the consultation are made4.4 Alternative sources of information/advice are discussed with the client/patient
5. Work within clinic and regulation guidelines	<ul style="list-style-type: none">5.1 <i>Clinic guidelines</i> are accessed and followed5.2 <i>Legal and regulatory guidelines</i> are accessed and followed5.3 <i>Relevant documentation</i> is undertaken

RANGE OF VARIABLES

Definition of homœopathy:

Homœopathy is a system of therapeutics based on the principle of the law of similars. This requires the selection and prescription of a medicine (remedy) that, through prior testing on healthy people and from clinical experience and observation, is known to be capable of producing a set of symptoms most similar to the symptom picture of the patient. The medicine is prescribed in the minimum dose required to bring about (stimulate) healing. This therapeutic methodology in no way limits the scope of homœopaths in the provision of ancillary or emergency care, where this accords with homœopathic principles and is required for the well-being of the patient.

The central philosophy of homœopathy is based:

The law of similars - the principle that an individual case of disease with a given set of symptoms can be cured by a medicine which is known to produce the most similar set of symptoms when trailed/proven on healthy individuals.

Major method of treatment:

- The prescription of a single homœopathic medicine

Other methods of treatment refers to:

- Nutritional guidance
- Personal hygiene advice
- Counselling
- Removing obstacles to cure
- Other medical therapies

Appropriate homœopathic diagnostic techniques may include:

- Homœopathic case taking
- Repertorisation
- Observation
- Physical examination
- Specimen collection and testing

Homoeopathic diagnostic tools may include:

- Homoeopathic materia medica and/or repertory
- Related medical texts
- Glucometer/test strips/lancets
- Peak flow meter
- Stethoscope
- Ophthalmoscope

RANGE OF VARIABLES

- Percussion hammer
- Transluminator
- Thermometer
- Sphygmomanometer
- Scales
- Height measure
- Length measure
- Urine test stix
- Spirometers
- Torches
- Otoscope
- Any other instrument as appropriate

Other therapies may include:

- Naturopathy or other alternative/complementary therapies
- Osteopathy
- Chiropractic
- Physiotherapy
- Medical
- Counseling

Basic information on other therapies may include:

- Recommended sources
- Basic tools and techniques

Relationship between homoeopathy and other therapies may include:

- Contra-indications to treatment
- Effects of one treatment over or with another
- Treatment according to stage of condition
- Interactions between different therapies
- When other therapies may be useful

Enquiries may require:

- Duration of treatment
- Expected treatment outcomes
- Possible approaches to treatment
- Estimated cost of treatment
- Availability of health fund rebates
- Work cover eligibility
- Professional status of practitioner

RANGE OF VARIABLES

- Availability of home visits
- After hours/locum service
- Provision for hospital visits

Appropriate information may include:

- Confirmation of appointment date and time
- Clinic location and directions
- Cost of consultations and/or prescriptions
- Payment options

Relevant data may include:

- Source of referral
- Patient questionnaire
- Medical reports
- Medication
- Biological specimens

Clinic guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

Relevant documentation may include:

- Nature of enquiry
- Client/patient contact details
- Incident reports
- Appointment details

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the homoeopathic framework
- Knowledge of the philosophies, principles and tools of homoeopathic practice
- Knowledge of a range of therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Basic knowledge of the history, central philosophies and principles of homoeopathy
- Basic knowledge of philosophical tradition of science / conventional / western medicine
- Basic knowledge of sociology of health and the health care system
- Knowledge of ethical issues in medicine
- Knowledge of OHS requirements in the workplace
- Basic knowledge of the current political context of health care
- Basic knowledge of the practices of other therapies
- Knowledge of relationship between homoeopathy and other therapies
- Ability to communicate essentials of homoeopathic practice in one-to-one and group settings

Resource implications

Resource requirements may include:

- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

EVIDENCE GUIDE

Method of assessment

Assessment may include:

- Short tests and essays
- Oral questioning and discussion

Context of assessment

This unit is most appropriately assessed in a classroom environment. Assessment may contain theoretical emphasis and examples covering a range of clinical situations.

UNIT HLTREM1A Work within a Massage framework

Unit Descriptor

This unit describes the skills required to work effectively within a massage framework.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate commitment to the central philosophies of massage practice	1.1 Definition of massage and the massage system of treatment is provided 1.2 Historical development of massage is provided 1.3 <i>Massage principles</i> are identified and explained 1.4 Practitioner draws on massage philosophy to interpret health issues
2. Identify and describe the principles and practices of massage	2.1 <i>Major methods of treatment</i> used in massage are identified and described 2.2 <i>Other complementary therapies</i> used in massage are identified and described 2.3 <i>Massage assessment techniques</i> are identified and described
3. Develop knowledge of complementary therapies	3.1 Information on other complementary therapies is provided 3.2 Similarities and differences between physiotherapy, osteopathy, chiropractic therapy and massage therapy are explained 3.3 The characteristics between the allopathic and naturopathic approaches to treatment are described 3.4 Relationship between therapies is identified
4. Represent massage framework to the community	4.1 Practices and principles of massage can be explained in an easily understood way in a one-to-one and group setting 4.2 <i>Enquiries</i> are clarified and <i>appropriate information</i> is provided 4.3 Requests for client/patient to bring relevant data to the consultation are made 4.4 Alternative sources of information/advice are discussed with the client/patient
5. Work within clinic and regulation guidelines	5.1 <i>Clinic guidelines</i> are accessed and followed 5.2 <i>Legal and regulatory guidelines</i> are accessed and followed 5.3 <i>Relevant documentation</i> is undertaken

RANGE OF VARIABLES

Massage principles include:

- Relevant *code of ethics* or *code of conduct* documents/policies, regulations and guidelines national, state/territory or local massage therapy organisations and/or associations
- Relevant national, state/territory or local government regulations and guidelines
- Accepted preventative practices adopted by self or peers to minimise safety hazards and risks in the same or similar situations
- Current and past good practice demonstrated by self or peers in the same or similar situation
- Individual responsibility to others regarding the proximity of the relationship and reasonable standard of care
- Delivering the highest possible professional care to all client/patients with consideration for the medical, ethical, social and religious needs of the client/patient
- Principles of client/patient confidentiality
- Respect of boundary issues such as
 - Compliance with industry code of ethics and practice in relation to:
 - Informed consent
 - Duty of care
 - Draping
 - Hygiene
 - The scope of client/therapist relationships
 - Advertising
 - Maintenance of equipment
 - Social/cultural morals
 - Equal treatment of all clients/patients
 - Psycho-emotional well being of clients/patient
 - Referral of clients/patients who want treatment outside the scope of the available services
 - Dealing appropriately with difficult clients/patients

Major methods of treatment include:

- Petrissage
- Effleurage including cross over stroke, longitudinal stroking, gliding techniques

RANGE OF VARIABLES

- Passive joint movement techniques
- Passive soft tissue movement
- Kneading
- Friction techniques
- Vibration
- Compressive techniques including digital ischemic pressure
- Percussion techniques
- Temperature therapy
- Deep tissue massage techniques
- Myofascial release
- Manual lymphatic drainage
- Proprioceptive neuromuscular facilitation
- Trigger point release techniques
- Stretching techniques
- Mobilising techniques

Other techniques in which the practitioner is trained such as:

- Shiatsu
- Tuina
- Accupressure/TCM
- Reflexology
- Polarity therapy
- Reiki
- Cranio sacral
- Touch for Health
- Magnetic Therapy
- Chi Nei Tsang
- Alexander Technique
- Trager Approach
- Restorative techniques (disability)
- Sports therapies
- Kinesiology
- Hydrotherapy
- Integration therapy
- TENS
- Aromatherapy

RANGE OF VARIABLES

<i>Other complementary therapies may include:</i>	<ul style="list-style-type: none">• Therapies in which the practitioner is trained or informed
<i>Massage assessment techniques may include:</i>	<ul style="list-style-type: none">• Observation• Discussion• Temperature taking through tactile methods• Pulse taking when required for massage technique• Palpation• Percussion• Range of motion tests• Orthopaedic tests• Assessment of the neural system• Observation of variations of posture• Any other method in which the practitioner has been trained to a competent standard• Procedure which is conducted according to legislative and regulatory requirements
<i>Information on other complementary therapies may include:</i>	<ul style="list-style-type: none">• Historical development• Current availability• Tools and techniques• Interactions between different therapies• When therapies may be used• Underpinning philosophy
<i>Definition of <i>allopathic</i> and <i>naturopathic</i> approaches is:</i>	<ul style="list-style-type: none">• Allopathic - the western medical model in which a disease or an abnormal condition is treated by creating an environment that is antagonistic to it, ie, a system that emphasises treatment of disease• Naturopathic – a system of health care that emphasises health maintenance, disease prevention, patient education and patient responsibility
<i>Relationship between therapies may include:</i>	<ul style="list-style-type: none">• Contra-indications to treatment• Effects of one treatment over or with another• Treatment according to stage of condition
<i>Enquiries may require explanation of:</i>	<ul style="list-style-type: none">• Duration of treatment• Expected treatment outcomes

RANGE OF VARIABLES

- Possible approaches to treatment
- Estimated cost of treatment
- Availability of health fund rebates
- Work cover eligibility
- Professional status of practitioner
- Availability of home visits
- After hours service
- Provision for hospital visits

Appropriate information may include:

- Confirmation of appointment date and time
- Clinic location and directions
- Cost of initial consultation
- Payment options

Clinic's guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions and agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

Relevant documentation may include:

- Nature of enquiry
- Client/patient contact details
- Recording of incidents
- Appointment details

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the massage framework
- Knowledge of the philosophies, principles and tools of massage practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of western and eastern body therapies
- Knowledge of the history and development of massage
- Knowledge of the effects of massage on the body surface
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in body therapies
- Knowledge of OHS requirements in the workplace
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in massage
- Ability to communicate in group and one-on-one settings

Resource implications

- Relevant texts or medical manuals

EVIDENCE GUIDE

Resource requirements may include:

- Relevant paper based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Short tests and essays
- Oral questioning and discussion

Context of assessment:

This unit can be assessed in the workplace, classroom or in a simulated workplace under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTREM2A Provide the Remedial Massage treatment

Unit Descriptor

This unit describes the skills required to administer client/patient remedial massage treatment according to the philosophy and practices of a remedial massage framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 <i>Factors which may interfere with the effectiveness of the treatment</i> are explained1.2 <i>Mode of administration</i> and management of the treatment to the client/patient is explained1.3 Client/patient is requested to monitor <i>reactions</i> and contact practitioner as required1.4 <i>Consent</i> for treatment is ensured1.5 Client/patient is draped to expose only the part of the body being worked on1.6 Massage is provided according to the treatment plan1.7 Reactions to treatment are recognised and promptly <i>responded to</i> if necessary1.8 Time, location and content of future sessions are clearly explained to the client/patient1.9 Recommendations are fully documented
2. Apply remedial massage techniques	<ul style="list-style-type: none">2.1 <i>Massage techniques</i> are applied2.2 <i>Remedial massage techniques</i> are applied to achieve specific therapeutic outcomes
3. <i>Advise and resource</i> the client/patient	<ul style="list-style-type: none">3.1 The client/patient is educated in relevant <i>and practical techniques</i> for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using the appropriate language3.3 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient3.4 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.5 Client/patient independence and responsibility in treatment are promoted wherever possible

ELEMENT	PERFORMANCE CRITERIA
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is evaluated with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment such as:
 - Pain-local sharp, dull, achy, deep, surface
 - Infection or infectious diseases
 - Fatigue
 - Inflammation
 - Lumps and tissue changes
 - Rashes and changes in the skin
 - Oedema
 - Mood alterations, eg. depression, anxiety
 - Changes in habits such as appetite elimination or sleep
 - Bleeding and bruising
 - Nausea, vomiting or diarrhoea
 - Temperature – hot/cold
- Post massage activity
- Age

Mode of administration may include:

- Exposure of sections of body
- Draping - rotating of exposure around the body
- Use of oils and treatments
- Requirement for feedback and interaction
- Massage technique
- Variations in application intensity
- Requirement for specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Muscular spasms
- Allergy to oils or treatments used
- Temperature discomfort
- Joint sounds (spontaneous cavitation)
- Relaxation
- Emotional release

RANGE OF VARIABLES

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise or referral
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using first aid procedures according to St Johns, Australian Red Cross or other appropriate first aid training
- Maintaining a senior first aid certificate which is renewed at least every three years
- Accessing local, emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines
- In the case of a minor or a ward of the state that an appropriate adult be present during any examination

Massage techniques:

To be performed in a variety of positions, ie, standing, seated, prone, supine and side recumbent lying, and through clothing as well as conventional table massage. These include but are not limited to:

- Passive joint movement techniques
 - Joints are moved through their range of movement, ie to the point of mild tissue resistance
- Passive soft tissue movement
 - Technique is applied with palmar surfaces of the hand, heel of hand and/or fingers
 - Jostling:
 - Shaking of the muscle from origin to insertion
- Gliding techniques
 - Effleurage:
 - Broad superficial strokes using the entire palm surface of the hands to cover large surface areas of the body
 - Longitudinal stroking:
 - Deep gliding movement is applied in the direction of the muscle fibres through focal pressure using any of the following; fingers, palm, heel of hands, forearm and/or knuckles

RANGE OF VARIABLES

- Transverse gliding
 - Cross over stroke:
 - Pulling and pushing of the tissue using the hands in a criss-cross manner
- Kneading/petrissage
 - Technique is applied with palm surface of the hand, heel of hand and/or fingers
 - Soft tissue is mobilised with rhythmical circular rolling, squeezing or pulling movements
- Friction techniques
 - Superficial tissue is moved over an underlying structure in circular, longitudinal or transverse directions
 - Deep repetitive movements of short amplitude are applied usually with thumbs, fingers and knuckles
 - Friction techniques are believed to be beneficial in releasing adherent/scar tissue
- Compressive techniques
 - Digital pressure
 - Compression: successive and rapid pressure, ie a series of short duration compressions, is applied to soft tissue between two structures, ie underlying bone structures and therapist's hand, or hand to hand
- Percussion: cupping, tapping, hacking, pummelling and flicking are applied rhythmically using the hands
- Temperature therapy
 - Conduction, eg heat packs and immersion baths
 - Radiation, eg ray lamps
 - Friction
- Topical applications
- Deep tissue massage techniques
- Myofascial release: techniques conducted on superficial and/or deep tissues to:
 - Lengthen tissue
 - Reduce adhesions
 - Increase range of movement
 - Decrease compartment pressure
 - Restore elasticity

RANGE OF VARIABLES

- Manual lymphatic drainage
- Trigger point release techniques: apply digital ischemic pressure and/or apply stretching after treatment. It incorporates:
 - Ischemic pressure
 - Stretching
- Stretching techniques:
 - Static stretching
 - Dynamic stretching
 - Ballistic stretching
- Proprioceptive Neuromuscular Facilitation stretching: contract-relax and hold-relax

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment
- Postural correction advice

Practical techniques that promote and maintain optimal health may include:

- Postural improvement strategies eg ideal posture for activities
- Discussion of causes of poor posture
- Simple follow-up activities and/or strategies to work on between sessions
- Activities and/or tasks to avoid
- Self-massage techniques

EVIDENCE GUIDE

Critical aspects of assessment:

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:

- Treatment of a range of conditions/disease states
- Demonstration of the application of all of the techniques listed under the range of variables:
 - Petrissage/kneading
 - Effleurage including cross over stroke, longitudinal stroking, gliding techniques
 - Passive joint movement techniques
 - Passive soft tissue movement
 - Friction techniques
 - Vibration
 - Compressive techniques including digital ischemic pressure
 - Percussion techniques
 - Temperature therapy
 - Deep tissue massage techniques
 - Myofascial release
 - Manual lymphatic drainage
 - Proprioceptive neuromuscular facilitation
 - Trigger point release techniques
 - Stretching techniques
 - Mobilising techniques
- Treatment according to the individual, the condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
- A case requiring referral to another health care professional
- Preparation of the patient for treatment according to massage principles
- Provision of treatment
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- All treatment or care delivered is consistent with legislative and regulatory requirements

EVIDENCE GUIDE

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry
- OHS
- First Aid

Underpinning knowledge and skills:

- Knowledge of history, philosophy and beliefs of massage therapy within a health framework
- Understanding of physiology and anatomy according to massage therapy
- Knowledge of best practice massage therapy principles
- Knowledge of structure and function of anatomical systems appropriate to massage therapy and the scope of practice
- Understanding of the fundamental principles of biomechanics and functional anatomy
- Ability to identify prominent bones/structure and phasic and postural muscles
- Ability to palpate prominent bones/structure and phasic and postural muscles
- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of the structure and function of the articular system.
- Classification of joints and types and ranges of motion
- Knowledge of the structure and function of the nervous system
- Knowledge of regional anatomy
- Knowledge of the structure and function of the lymphatic system
- Knowledge of the structure and function of the respiratory system
- Knowledge of the reproductive system
- Knowledge of the endocrine system
- Knowledge of the structure and function of the immune system
- Knowledge of the structure and function of the cardiovascular system
- Knowledge of pathology and symptomology

EVIDENCE GUIDE

- Knowledge of indications and contra-indications for massage
- Knowledge of advanced assessment procedures and options allowing complex regional assessments
- Skills in applying advanced assessment techniques
- Demonstrated ability to comprehend common medical terminology
- Ability to identify bone landmarks, structures and individual muscles through palpation
- Knowledge of the situation and referral patterns of trigger points
- Knowledge of the processes of biological maturation
- Knowledge of the role of massage in enhancing growth
- Knowledge of pain and chronic pain syndromes
- Knowledge of the role of massage in alleviating depression and anxiety
- Knowledge of the role of massage in enhancing attentiveness
- Knowledge of the role of massage in immune disorders
- Knowledge of the role of massage in auto-immune disorders
- Knowledge of the processes of aging
- Ability to gather and interpret information through the tactile senses
- Knowledge of technical and practical knowledge of treatment
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of ethical, legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient/other health practitioners

EVIDENCE GUIDE

- Ability to transcribe assessment findings and treatment in a patient history using accepted medical terminology
- Ability to identify and describe a treatment outcome using accepted medical terminology

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations and client groups.

UNIT HLTREM3A

Plan the Remedial Massage treatment strategy

Unit Descriptor

This unit describes the skills required to prepare for remedial massage treatment of a clients/patients and negotiate a treatment management plan with them.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Select the remedial massage principles to determine treatment strategy | <ul style="list-style-type: none">1.1 Appropriate <i>remedial massage principles</i> of treatment are determined according to assessment of client/patient and within the skills of competence of the practitioner1.2 <i>Contra-indications</i> to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to massage principles1.3 Treatment, information and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment1.4 Treatment strategy appropriate to the client/patient's condition is selected and supported on the basis of established massage practice1.5 Specific treatment options take into consideration possible client/patient compliance issues1.6 An appropriate package of <i>massage techniques</i> is selected1.7 Client/patient <i>constitution</i> is considered in selecting treatment |
| 2. Discuss the treatment strategy with the client/patient | <ul style="list-style-type: none">2.1 Sufficient time is allocated to conclude sessions at a pace appropriate to the client/patient2.2 Treatment strategy is <i>discussed</i> according to the client/patient's needs2.3 Client/patient <i>compliance</i> is negotiated2.4 <i>Discrepancies</i> between the practitioner's and the client/patient's perception of the condition are clarified2.5 Any perceived risks of the client/patient's condition and treatment are explained2.6 <i>Responsibilities of practitioner and client/patient</i> within the treatment plan are discussed2.7 Management of selected treatment in relation to any other current therapies is negotiated2.8 <i>Treatment evaluation strategies</i> are discussed |

RANGE OF VARIABLES

Remedial massage principles refers to:

- Principles and practices of the remedial massage therapy framework
 - Relevant *code of ethics* or *code of conduct* documents/policies, regulations and guidelines state/territory or local massage therapy organisations and/or associations
 - Relevant national, state/territory or local government regulations and guidelines
 - Accepted preventative practices adopted by self or peers to minimise safety hazards and risks in the same or similar situations
 - Current and past good practice demonstrated by self or peers in the same or similar situation

Contraindications to treatment and possible complicating factors may include:

- Massage therapists are not expected to diagnose any conditions but must be able to recognise the indications and contra-indications of conditions
- Massage is contra-indicated in all infectious diseases suggested by fever, nausea and lethargy until a diagnosis is received and recommended by a medical practitioner
- Always refer for diagnosis when symptoms do not have a logical explanation. Indications for referral include
 - Pain local, sharp, dull, achy, deep, surface
 - Fatigue
 - Inflammation
 - Lumps and tissue changes
 - Rashes and changes in the skin
 - Edema
 - Mood alterations, eg depression, anxiety
 - Infection
 - Changes in habits such as appetite elimination or sleep
 - Bleeding and bruising
 - Nausea, vomiting or diarrhoea
 - Temperature-hot or cold
- Endangerment sites are areas where nerves and blood vessels lie close to the skin and are not well protected

RANGE OF VARIABLES

- Anterior triangle of the neck
- Posterior triangle of the neck
- Axillary area
- Medial epicondyle
- Lateral epicondyle
- Area of the sternal notch and anterior throat
- Umbilicus area
- Twelfth rib dorsal body
- Sciatic notch
- Inguinal triangle
- Popliteal fossa

Massage techniques:

To be performed in a variety of positions, ie standing, seated, prone, supine and side recumbent lying, and through clothing as well as conventional table massage. This may include:

- Passive joint movement techniques
 - Joints are moved through their range of movement, ie to the point of mild tissue resistance
- Passive soft tissue movement
 - Technique is applied with palmer surfaces of the hand, heel of hand and/or fingers
 - Jostling: shaking of the muscle from origin to insertion
- Gliding techniques
 - Effleurage: broad superficial strokes using the entire palmer surface of the hands to cover large surface areas of the body are exhibited
 - Longitudinal stroking: deep gliding movement is applied in the direction of the muscle fibres through focal pressure using fingers, palm, heel of hands, forearm and/or knuckles
 - Transverse gliding
 - Cross over stroke: pulling and pushing of the tissue using the hands in a criss-cross manner is exhibited
- Kneading
 - Technique is applied with palm surface of the hand, heel of hand and/or fingers

RANGE OF VARIABLES

- Soft tissue is mobilised with rhythmical circular rolling, squeezing or pulling movements
- Friction techniques
 - Superficial tissue is moved over an underlying structure in circular, longitudinal or transverse directions
 - Deep repetitive movements of short amplitude are applied usually with thumbs, fingers and knuckles
 - Friction techniques are believed to be beneficial in releasing adherent/scar tissue
- Compressive techniques
 - Digital pressure
 - Compression: successive and rapid pressure - a series of short duration compressions, is applied to soft tissue between two structures, ie underlying bone structures and therapist's hand, or hand to hand
 - Percussion: cupping, tapping, hacking, pummelling and flicking are applied rhythmically using the hands
- Petrissage
- Temperature therapy
 - Conduction, eg heat packs and immersion baths
 - Radiation, eg ray lamps
 - Friction
 - Topical applications
- Deep tissue massage techniques
- Myofascial release

Techniques conducted on superficial and/or deep tissues to

 - Lengthen tissue
 - Reduce adhesions
 - Increase range of movement
 - Decrease compartment pressure
 - Restore elasticity
- Manual lymphatic drainage

RANGE OF VARIABLES

- Trigger point release techniques
 - Apply digital ischemic pressure and/or apply stretching after treatment. It incorporates ischemic pressure and stretching
- Stretching techniques
 - Static stretching
 - Dynamic stretching
 - Ballistic stretching
 - Proprioceptive neuromuscular facilitation stretching
 - Contract-relax
 - Hold-relax
 - Muscle energy technique

Client/patient constitution refers to:

- Tolerance of pain
- Muscle tone
- Fitness
- Mental attitude
- Age, fragility

Client/patient compliance refers to:

- Ability to follow instructions or suggestions
- Willingness/motivation to follow instructions or suggestions

Discrepancies may include:

- Client/patient is unaware of the immediate danger of their condition
- Client/patient is over anxious about their condition
- Client/patient is unaware of maintaining causes acting on their condition
- Practitioner is unaware of some implications of the client/patient 's condition
- Practitioner and client/patient have different views of what the main problem is

Discussion may include:

- Face to face discussion
- Electronic communication
- Telephone discussion

RANGE OF VARIABLES

Practitioner responsibilities may include:

- Isolating the sick person
- Provide advice on public health matters
- Commitment to the treatment plan
- Discussing relevant contra-indications or potential complications to treatment
- Review of treatment plan

Client/patient responsibilities may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussion and review of response to treatment
- Reviewing achievement of treatment goals
- Monitoring time frame for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Ability to identify bone landmarks, structures and individual muscles through palpation.
- Ability to transcribe assessment findings and treatment in a patient history using accepted medical terminology
- Knowledge of symptomology
- Knowledge of possible obstacles to treatment
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Apply assessment framework

Underpinning knowledge and skills:

- Awareness of critical information required for diagnosis and treatment according to massage therapy framework
- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of the structure and function of the articular system, classification of joints and types and ranges of motion
- Knowledge of the structure and function of the nervous system
- Knowledge of regional anatomy
- Knowledge of the structure and function of the lymphatic system
- Knowledge of the structure and function of the respiratory system
- Knowledge of the reproductive system
- Knowledge of the endocrine system
- Knowledge of the structure and function of the nervous system
- Knowledge of the structure and function of the immune system
- Knowledge of the structure and function of the cardiovascular system

EVIDENCE GUIDE

- Knowledge of pathology and symptomology
- Knowledge of structure and function of anatomical systems
- Knowledge of the principles of human movement and biomechanics
- Technical and practical knowledge of treatment
- Knowledge of indications for massage
- Knowledge of possible reactions and contraindications for massage
- Ability to identify prominent bones/structures and major muscle groups through palpation
- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of the structure and function of the articular system, classification of joints and types and ranges of motion
- Knowledge of the structure and function of the nervous system
- Knowledge of regional anatomy
- Knowledge of the structure and function of the lymphatic system
- Knowledge of the structure and function of the respiratory system
- Knowledge of the reproductive system
- Knowledge of the endocrine system
- Knowledge of the structure and function of the nervous system
- Knowledge of the structure and function of the immune system
- Knowledge of the structure and function of the cardiovascular system
- Knowledge of pathology and symptomology
- Ability to manage time throughout consultation and treatment
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of enquiry and treatment
- Demonstrated ability to read medical reports
- Demonstrated ability to comprehend common medical terminology

EVIDENCE GUIDE

- Ability to transcribe assessment findings and treatment in a patient history using accepted medical terminology
- Ability to identify and describe a treatment outcome using accepted medical terminology
- Ability to use equipment and technology effectively and safely

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Anatomical models
- Relevant paper-based/video/electronic assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTREM4A

Apply Remedial Massage assessment framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review an accurate assessment over the course of remedial massage treatment.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | <ul style="list-style-type: none">1.1 Results of the health assessment are correlated with case history1.2 <i>Signs and symptoms</i> of condition in the client/patient are recognised and identified as pre-requisites or contra-indication for treatment/care1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals1.5 <i>Body patterns</i> are analysed and differentiated by assessing signs and symptoms1.6 Condition is identified according to stage and related implications (eg acute/chronic) by applying principles of assessment1.7 Professional judgement is used to draw sound conclusions and prognosis from the data collected1.8 All assessment signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions on the treatment plan1.9 The client/patient's progress is systematically monitored in order to confirm the clinical impression1.10 History and clinical data is effectively combined to obtain a differential assessment, prognosis and treatment plan |
| 2. Inform the client/patient | <ul style="list-style-type: none">2.1 Discuss rationale of the treatment assessment plan/prognosis is discussed with the client/patient2.2 Respond to client/patient enquiries using language the client/patient understands2.3 Discuss referral and collaborative options with the client/patient if necessary |

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Physical evidence
- Behavioural evidence
- States of disorder
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

Body patterns may refer to:

- Posture
- Range of movement
- Muscle strength
- Contra-lateral comparisons

EVIDENCE GUIDE

Critical aspects of assessment include:

- Knowledge of data analysis techniques
- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required
- Ability to conduct orthopaedic tests
- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to understand and discuss medical reports and other data relevant to the case
- Demonstrated ability to prescribe treatment according to the time-frame appropriate to the client/patient condition and the treatment selected
- Knowledge of legal and ethical considerations in treating clients/patients with massage
- Knowledge of lifestyle factors relevant to treatment of specific conditions and diseases
- Demonstrated consideration of the impact of client/patient vitality on selected treatment
- Knowledge of possible obstacles and contra-indications to treatment
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills
- Demonstrated ability to provide advice

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients

Underpinning knowledge and skills:

- Knowledge of the indications, possible responses and contra-indications to treatments
- Knowledge of advanced assessment procedures and options allowing complex regional assessments
- Skills in applying advanced assessment techniques

EVIDENCE GUIDE

- Knowledge of orthopaedic tests
- Knowledge of the clinical indications of treatment relevant to specific circumstances - first aid and injuries
- Ability to identify bone landmarks, structures and individual muscles through palpation.
- Knowledge of the situation and referral patterns of trigger points
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of common disease states and functional problems of each bodily system
- Knowledge of the principles and practice of treating common conditions
- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of skeletal musculature
- Knowledge of biomechanics
- Knowledge of the structure and function of the articular system - classification of joints and types and ranges of motion
- Knowledge of human physiology
- Knowledge of the structure and function of the nervous system
- Knowledge of regional anatomy
- Knowledge of the structure and function of the lymphatic system
- Knowledge of the structure and function of the respiratory system
- Knowledge of the reproductive system
- Knowledge of the endocrine system
- Knowledge of the structure and function of the nervous system
- Knowledge of the structure and function of the immune system
- Knowledge of the structure and function of the cardiovascular system
- Knowledge of pathology and symptomology
- Knowledge of anatomy and physiology of the body systems
- Knowledge of the processes of biological maturation

EVIDENCE GUIDE

- Knowledge of the role of massage in enhancing growth
- Knowledge of pain and chronic pain syndromes
- Knowledge of the processes of aging
- Knowledge of the role of massage in alleviating depression and anxiety
- Knowledge of the role of massage in enhancing attentiveness
- Knowledge of the role of massage in immune disorders
- Knowledge of the role of massage in auto-immune disorders
- Knowledge of supplementary measures in the management of the condition/system (dietary considerations, exercise)
- Ability to transcribe assessment findings and treatment in a patient history using accepted medical terminology
- Ability to identify and describe a treatment outcome using accepted medical terminology
- Knowledge of medical reports and diagnostic procedures
- Ability to access and interpret up-to-date information
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice
- Interpersonal and questioning skills
- Knowledge of the ethical and legal implications of the practice of massage

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTREM5A

Perform Remedial Massage health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case to enable correct assessment, planning and provision of a remedial massage.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | 1.1 The client/patient's purpose for consultation is established and the symptoms experienced are identified |
| | 1.2 The client/patient's eligibility for service is determined using clinic/personal policies |
| | 1.3 The services able to be provided and the limits of available services are clearly explained |
| | 1.4 The client/patient's expectation of the service/clinic are explored and clarified |
| | 1.5 <i>Factors likely to have a negative impact on assessment</i> are identified in consultation with the client/patient and strategies implemented to minimise the effects of these factors wherever possible |
| | 1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient determine practice and at all times |
| | 1.7 client/patient is referred to <i>other health care professionals</i> where the needs of the client/patient are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner the needs of the client/patient are best met by doing so |
| | 1.8 The legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the <i>client/patient's history</i> is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals |
| | 2.3 Information is managed in a confidential and secure way |

ELEMENTS	PERFORMANCE CRITERIA
3. Manage the health assessment	<p>3.1 Informed client/patient consent is obtained prior to conducting tests, in accordance with relevant legislation and regulations</p> <p>3.2 Adequate time is allowed during consultation to gather critical information</p> <p>3.3 Factors that may interfere with the information gathering process are identified and minimised</p> <p>3.4 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p>3.5 <i>Potential sensitivities</i> of the client/patient are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's dignity is maintained at all times</p> <p>3.6 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner</p> <p>3.7 Reliability of data obtained is assessed and appropriate clinical correlation with the client/patient's complaint is established as soon as possible</p> <p>3.8 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>
4. Prepare the client for assessment	<p>4.1 The client/patient's body is not unnecessarily exposed during assessment/treatment</p> <p>4.2 Client/patient boundaries are respected at all times</p> <p>4.3 Client/patient feedback is sought on comfort levels</p>
5. Make a comprehensive assessment of the client/patient	<p>5.1 Signs of condition are identified according to massage therapy framework</p> <p>5.2 Specific details of signs and symptoms of the presenting complaint/s are elicited</p> <p>5.3 Client/patient is assessed through palpation, observation and sensory information gathering techniques</p> <p>5.4 Physical assessment is conducted</p> <p>5.5 Other appropriate assessment techniques are used</p> <p>5.6 Questions are used to clarify results and gain further information in a manner relevant to the client/patient's needs and test results</p>

ELEMENTS

PERFORMANCE CRITERIA

- 5.7 Contra-indications to treatment are identified
- 5.8 Functional and special tests are conducted and differential assessment made
- 5.9 Static and dynamic variables of posture are observed and analysed

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professional may include:

- Podiatrists
- Osteopaths
- Energy therapists
- Physiotherapists
- Chiropractors
- Medical practitioners
- Registered nurses
- Social workers
- Alternative health practitioners
- Counsellors
- Other allied health care professionals

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for massage
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment

RANGE OF VARIABLES

- Other current medical/alternative health care treatment
- Medication, supplements and natural prescriptions – current and previous
- Previous occurrence of presenting complaint
- Social lifestyle including social drug usage
- Family history

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Physical assessment will include attention to:

- Active movements
- Passive movements
- Resisted movements
- Functional movements
- Palpatory findings
- Swelling
- Instability
- Parasthesia
- Characteristics of pain

Established assessment procedures may include:

- Observation
- Discussion
- Temperature
- Pulse
- Palpation
- Percussion
- Range of motion tests
- Muscle strength tests
- Orthopaedic tests
- Observation of variations of posture

RANGE OF VARIABLES

- Any other method in which the practitioner has been trained to a competent standard
 - Procedure which is conducted according to legislative and regulatory requirements
- Contra-indications to treatment may include:*
- Massage therapists are not expected to diagnose any conditions but must be able to recognise the indications and contra-indications of conditions
 - Massage is contra-indicated in all infectious diseases suggested by fever, nausea and lethargy until a diagnosis is received and recommended by a medical practitioner
 - referral for diagnosis when symptoms do not have a logical explanation. Indications for referral include:
 - Pain-local, sharp, dull, achy, deep, surface
 - Fatigue
 - Inflammation
 - Lumps and tissue changes
 - Rashes and changes in the skin
 - Oedema
 - Mood alterations, eg depression, anxiety
 - Infection
 - Changes in habits such as appetite elimination or sleep
 - Bleeding and bruising
 - Nausea, vomiting or diarrhoea
 - Temperature - hot or cold
 - Endangerment sites are areas where nerves and blood vessels lie close to the skin and are not well protected
 - Anterior triangle of the neck
 - Posterior triangle of the neck
 - Axillary area
 - Medial epicondyle
 - Lateral epicondyle
 - Area of the sternal notch and anterior throat
 - Umbilicus area
 - Twelfth rib dorsal body
 - Sciatic notch
 - Inguinal triangle
 - Popliteal fossa

EVIDENCE GUIDE

<i>Critical aspects of assessment:</i>	<ul style="list-style-type: none">• Knowledge of physical signs and symptoms of disease• Demonstrated observation skills• Ability to observe and identify variations of posture• Demonstrated record keeping skills• Demonstrated communication skills• Ability to perform testing and assessment procedures• Knowledge of and ability to use terminology correct to epidemiology and massage practice• Ability to recognise and adjust to contra-indications for treatment• Knowledge of further testing procedures• Ability to read medical test results or documents• Ability to discuss and observe treatment protocols
<i>Concurrent assessment and relationship with other units:</i>	<ul style="list-style-type: none">• Communicate effectively with clients/patients• Contribute to the control of infection• Work effectively in the health industry
<i>Underpinning knowledge and skills:</i>	<ul style="list-style-type: none">• Knowledge of advanced assessment procedures and options allowing complex regional assessments• Ability to gather and interpret information through the tactile senses• Awareness of critical information required for diagnosis and treatment according to massage therapy framework• Skills in applying advanced assessment techniques• Knowledge of history, philosophy and beliefs of massage therapy within a health framework• Knowledge of best practice massage therapy principles• Understanding of physiology and anatomy according to massage therapy• Knowledge of structure and function of anatomical systems appropriate to massage therapy and the scope of practice

EVIDENCE GUIDE

- Understanding of the fundamental principles of biomechanics and functional anatomy
- Ability to identify prominent bones/structure and phasic and postural muscles
- Ability to palpate prominent bones/structure and phasic and postural muscles
- Knowledge of the structure and function of the articular system ie classification of joints and types and ranges of motion
- Knowledge of the structure and function of the immune system
- Knowledge of the situation and referral patterns of trigger points
- Knowledge of the processes of biological maturation
- Knowledge of pain and chronic pain syndromes
- Knowledge of the processes of aging
- Knowledge of symptomatology and pathology
- Knowledge of disease causation, acute and chronic inflammatory processes, wound healing and haemorrhage processes
- Knowledge of the pathological process of thrombosis and embolism
- Knowledge of atheroma formation and oedema and their effects within the human body
- Knowledge of normotensive and hypertensive characteristics
- Knowledge of infectious and immunity process
- Knowledge of neoplasms and pathological skin conditions
- Knowledge of structure and function of cells, tissues, blood and organs
- Knowledge of main paths of the human respiratory and cardiovascular systems and their physiology
- Knowledge of digestive, integumentary, nervous, urinary, endocrine and reproductive systems
- Knowledge of structure and function of anatomical systems
- Knowledge of structure and function of skeletal, muscular, cardiovascular and lymphatic systems

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- Knowledge of the effects of hormones on the body
- Knowledge of bioenergetic concepts and the cardio-respiratory concepts in relation to exercise
- Knowledge of environmental physiology and the effects of drugs on the individual
- Knowledge of technical and practical knowledge of treatment
- Knowledge of indications, possible reactions and contra-indications to treatment
- Knowledge of temperature control, homeostasis, feedback mechanisms, neurological, psychological and psychogenic foundations and issues
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient/other health practitioners
- Demonstrated ability to read medical reports
- Knowledge of ethical and legal implications of enquiry
- Demonstrated ability to comprehend common medical terminology
- Ability to transcribe assessment findings and treatment in a patient history using accepted medical terminology

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assessments
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTREM6A Provide the Massage treatment

Unit Descriptor

This unit describes the skills required to administer client/patient basic massage treatment according to the philosophy and practices of a massage therapy framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 <i>Factors which may interfere with the effectiveness of the treatment</i> are explained1.2 The <i>mode of administration</i> and management of the treatment of the client/patient is explained1.3 Client/patient is requested to monitor <i>reactions</i> and contact practitioner as required1.4 <i>Consent</i> for treatment is ensured1.5 Client/patient is draped to expose only the part of the body being worked on1.6 Massage is provided according to the treatment plan1.7 Reactions to treatment are recognised and promptly <i>responded to</i> if necessary1.8 Time, location and content of future sessions are clearly explained to the client/patient1.9 Recommendations are fully documented
2. Apply massage techniques	<ul style="list-style-type: none">2.1 <i>Massage techniques</i> are applied
3. <i>Advise and resource</i> the client	<ul style="list-style-type: none">3.1 Client/patient queries are answered with clarity, using the appropriate language3.2 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.4 Client/patient independence and responsibility in treatment are promoted wherever possible
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is evaluated with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed

ELEMENT

PERFORMANCE CRITERIA

- 4.4 Need for ongoing and/or additional treatment is evaluated
- 4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post massage activity

Mode of administration may include:

- Exposure of sections of the body
- Rotating of exposure around the body
- Use of oils and treatments
- Requirement for feedback and interaction
- Massage technique
- Variations in application intensity
- Requirement of specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Muscular spasms
- Allergy to oils or treatments used
- Temperature discomfort
- Joint sounds (spontaneous cavitation)
- Client/patient relaxation
- Emotional release

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Using first aid procedures according to St Johns, Australian Red Cross or other appropriate first aid training
- Maintaining a senior first aid certificate which is renewed at least every three years
- Accessing local emergency services

RANGE OF VARIABLES

Consent for treatment refers to:

- Informed consent according to local and national regulations and legal guidelines

Massage techniques includes:

Massage techniques to be performed in a variety of positions, ie standing, seated, prone, supine and side recumbent lying, and through clothing as well as conventional table massage. This may include:

- Passive joint movement techniques
 - Joints are moved through their range of movement, ie, to the point of mild tissue resistance
- Passive soft tissue movement
 - Technique is applied with palmer surfaces of the hand, heel of hand and/or fingers
 - Jostling: shaking of the muscle from origin to insertion
- Gliding techniques
 - Effleurage: broad superficial strokes using the entire palmer surface of the hands to cover large surface areas of the body
 - Longitudinal stroking: deep gliding movement is applied in the direction of the muscle fibres through focal pressure using any of the following; fingers, palm, heel of hands, forearm and/or knuckles
 - Transverse gliding
 - Cross over stroke: pulling and pushing of the tissue using the hands in a criss-cross manner

RANGE OF VARIABLES

- Kneading
 - Technique is applied with palm surface of the hand, heel of hand and/or fingers
- Soft tissue is mobilised with rhythmical circular rolling, squeezing or pulling movements
- Friction techniques
 - Superficial tissue is moved over an underlying structure in circular, longitudinal or transverse directions
 - Deep repetitive movements of short amplitude are applied usually with thumbs, fingers and knuckles
- Friction techniques are believed to be beneficial in releasing adherent/scar tissue
- Compressive techniques
 - Digital pressure
 - Compression: successive and rapid pressure, ie, a series of short duration compressions, is applied to soft tissue between two structures, ie, underlying bone structures and therapist's hand, or hand to hand
 - Percussion: cupping, tapping, hacking, pummelling and flicking are applied rhythmically using the hands
- Pestrissage
- Temperature therapy
 - Conduction, eg heat packs and immersion baths
 - Radiation, eg ray lamps
 - Friction
 - Topical applications
- Stretching techniques

RANGE OF VARIABLES

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Advising client/patient of suggested resources
- Suggestion of referrals to other health professionals

EVIDENCE GUIDE

Critical aspects of assessment:

- Treatment incorporates the philosophies and beliefs of a massage framework
- Demonstrated ability to apply commonly used treatment techniques listed under the range of variables
- Treatment is provided according to the individual, the condition and the presence of complicating factors
- Ability to suggest alternative health care professionals when case is outside practitioner's competence
- Patient/client is prepared for treatment according to massage principles
- Treatment is provided and client/patient responses are documented
- All treatment or care delivered is consistent with legislative and regulatory requirements

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry
- OHS
- First aid

Underpinning knowledge and skills:

- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of skeletal musculature
- Knowledge of functions of major muscle groups
- Knowledge of the articular system, classification of joints and types and ranges of motion
- Knowledge of fundamental human physiology
- Knowledge of the organisation of the nervous system
- Knowledge of reproduction as it relates to massage
- Knowledge of pathology and symptomology
- Knowledge of indications and contra-indications

EVIDENCE GUIDE

for massage

- Knowledge of basic assessment procedures and options
- Skills in applying basic assessment techniques
- Demonstrated ability to comprehend common medical terminology
- Ability to identify prominent bones, structures and muscle groups through palpation.
- Ability to transcribe assessment findings and treatment in a patient history.
- Knowledge of the ethical and legal implications of the practice of massage
- Knowledge of environmental physiology and the effects of drugs on the individual
- Ability to manage time throughout consultation and treatment
- Knowledge of indications for massage
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of enquiry and treatment

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTREM7A

Plan the Massage treatment

Unit Descriptor

This unit describes the skills required to prepare clients/patients for basic massage and negotiate treatment with them.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Select the therapeutic principles to determine treatment | 1.1 Appropriate <i>therapeutic principles</i> of treatment are determined according to assessment of client/patient and within the skills of competence of the practitioner |
| | 1.2 <i>Contra-indications</i> to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to massage principles |
| | 1.3 Treatment appropriate to the client/patient's condition is selected and supported on the basis of established massage practice |
| 2. Discuss the treatment strategy with the client/patient | 2.1 Sufficient time is allocated to conclude sessions at a pace appropriate to the client/patient |
| | 2.2 Client/patient <i>compliance</i> is negotiated |
| | 2.3 Any <i>perceived risks</i> of the client/patient's condition and treatment are explained |
| | 2.4 The <i>responsibilities of practitioner and client/patient</i> within the treatment plan are discussed |

RANGE OF VARIABLES

Therapeutic principles refers to:

- Principles and practices of the remedial massage therapy framework
 - Relevant *code of ethics* or *code of conduct* documents/policies, regulations and guidelines from state/territory or local massage therapy organisations and/or associations
 - Relevant national, state/territory or local government regulations and guidelines
 - Accepted preventative practices adopted by self or peers to minimise safety hazards and risks in the same or similar situations
 - Current and past good practice demonstrated by self or peers in the same or similar situation

Contra-indications to treatment and possible complicating factors may include:

- Massage therapists are not expected to diagnose any conditions but must be able to recognise the indications and contra-indications of conditions
- Massage is contraindicated in all infectious diseases suggested by fever, nausea and lethargy until a diagnosis is received and recommended by a medical practitioner
- Always refer for diagnosis when symptoms do not have a logical explanation. Indications for referral include
 - Pain local, sharp, dull, achy, deep, surface
 - Fatigue
 - Inflammation
 - Lumps and tissue changes
 - Rashes and changes in the skin
 - Oedema
 - Mood alterations, eg depression, anxiety
 - Infection
 - Changes in habits such as appetite elimination or sleep
 - Bleeding and bruising
 - Nausea, vomiting or diarrhoea
 - Temperature-hot or cold
- Endangerment sites are areas where nerves and blood vessels lie close to the skin and are not well protected
 - Anterior triangle of the neck
 - Posterior triangle of the neck
 - Axillary area
 - Medial epicondyle

RANGE OF VARIABLES

- Lateral epicondyle
- Area of the sternal notch and anterior throat
- Umbilicus area
- Twelfth rib dorsal body
- Sciatic notch
- Inguinal triangle
- Popliteal fossa

Treatment refers to:

Massage techniques to be performed in a variety of positions, ie standing, seated, prone, supine and side recumbent lying, and through clothing as well as conventional table massage. This may include:

- Passive joint movement techniques
 - Joints are moved through their range of movement, ie to the point of mild tissue resistance
- Passive soft tissue movement
 - Technique is applied with palmer surfaces of the hand, heel of hand and/or fingers
 - Jostling: shaking of the muscle from origin to insertion
- Gliding techniques
 - Effleurage: broad superficial strokes using the entire palmer surface of the hands to cover large surface areas of the body
 - Longitudinal stroking: deep gliding movement is applied in the direction of the muscle fibres through focal pressure using fingers, palm, heel of hands, forearm and/or knuckles
 - Transverse gliding
 - Cross over stroke: pulling and pushing of the tissue using the hands in a criss-cross manner
- Kneading
 - Technique is applied with palm surface of the hand, heel of hand and/or fingers
 - Soft tissue is mobilised with rhythmical circular rolling, squeezing or pulling movements
- Friction techniques
 - Superficial tissue is moved over an underlying structure in circular, longitudinal or transverse directions
 - Deep repetitive movements of short amplitude are applied usually with thumbs, fingers and knuckles

RANGE OF VARIABLES

- Friction techniques
 - Superficial tissue is moved over an underlying structure in circular, longitudinal or transverse directions
 - Deep repetitive movements of short amplitude are applied usually with thumbs, fingers and knuckles
- Friction techniques are believed to be beneficial in releasing adherent/scar tissue
- Compressive techniques
 - Digital pressure
 - Compression: successive and rapid pressure, ie a series of short duration compressions, is applied to soft tissue between two structures, ie, underlying bone structures and therapist's hand, or hand to hand
 - Percussion: cupping, tapping, hacking, pummelling and flicking are applied rhythmically using the hands
- Petrissage
- Temperature therapy
 - Conduction, eg heat packs and immersion baths
 - Radiation, eg ray lamps
 - Friction
 - Topical applications
- Stretching techniques

Client/patient compliance refers to:

- Ability to follow instruction or suggestions
- Willingness/motivation to follow instructions or suggestions

Perceived risks may Include:

- Discussion
- Illustration using resources

Practitioner responsibilities may include:

- Appropriate hygienic or sexual behaviour
- Commitment to providing the agreed treatment
- Discussing relevant contra-indications or potential complications to treatment
- Reviewing of treatment

Client/patient responsibilities may include:

- Following instruction/advice during and post massage
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment agreed upon

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of basic surface anatomy
- Ability to identify contra-indications to massage
- Demonstrated ability to identify treatment options
- Knowledge of possible obstacles to treatment
- Demonstrated communication and negotiation skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients

Underpinning knowledge and skills:

- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of skeletal musculature
- Knowledge of functions of major muscle groups.
- Knowledge of the articular system, classification of joints and types and ranges of motion
- Knowledge of fundamental human physiology
- Knowledge of the organisation of the nervous system
- Knowledge of reproduction as it relates to massage
- Knowledge of pathology and symptomology
- Knowledge of indications and contra-indications for massage
- Knowledge of basic assessment procedures and options
- Skills in applying basic assessment techniques
- Demonstrated ability to comprehend common medical terminology
- Ability to identify prominent bones, structures and muscle groups through palpation
- Ability to transcribe assessment findings and treatment in a patient history
- Knowledge of the ethical and legal implications of the practice of massage
- Knowledge of environmental physiology and the effects of drugs on the individual
- Ability to manage time throughout consultation and treatment
- Knowledge of indications for massage
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of

EVIDENCE GUIDE

enquiry and treatment

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTREM8A

Apply Massage assessment framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review accurate assessment for basic massage treatment

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | 1.1 Results of the health assessment are correlated with case history |
| | 1.2 <i>Signs and symptoms</i> of condition in the client/patient are recognised and identified as pre-requisites or contra-indications for treatment/care |
| | 1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner |
| | 1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals |
| | 1.5 <i>Body patterns</i> are analysed and differentiated by assessing signs and symptoms |
| 2. Inform the client/patient | 2.1 Rationale for the treatment assessment is discussed with the client/patient |
| | 2.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands |
| | 2.3 Discuss referral and collaborative options with the client/patient if necessary |

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Physical evidence
- Behavioural evidence
- States of disorder
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional disturbances

Body patterns may refer to:

- Posture
- Range of movement
- Muscle strength
- Contralateral comparisons

EVIDENCE GUIDE

Critical aspects of assessment include:

- Demonstrated ability to interpret investigative findings
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required
- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to prescribe treatment according to the time-frame appropriate to the client/patient condition and the treatment selected
- Knowledge of legal and ethical considerations in treating clients/patients with massage
- Demonstrated consideration of the impact of client/patient vitality on selected treatment
- Knowledge of possible obstacles and contra-indications to treatment
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills
- Demonstrated ability to provide advice

Concurrent assessment and relationship with other units:

- Perform health assessment - relaxation
- Communicate effectively with clients
- Apply massage therapy framework

Underpinning knowledge and skills:

- Knowledge of relevant assessment options and procedures
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of the organisation of the body
- Knowledge of the systems and regions of the body
- Knowledge of skeletal musculature
- Knowledge of biomechanics
- Knowledge of the structure and function of the articular system - classification of joints and types and ranges of motion
- Knowledge of human physiology
- Knowledge of the structure and function of the nervous system
- Knowledge of regional anatomy
- Knowledge of the structure and function of the lymphatic system
- Knowledge of the structure and function of the respiratory system

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- Knowledge of the reproductive system
- Knowledge of the endocrine system
- Knowledge of the structure and function of the nervous system
- Knowledge of the structure and function of the immune system
- Knowledge of the structure and function of the cardiovascular system
- Knowledge of pathology and symptomology
- Knowledge of anatomy and physiology of the body systems
- Ability to identify bone landmarks, structures and individual muscles through palpation.
- Knowledge of the indications, possible responses and contra-indications to treatments
- Ability to access and interpret up-to-date information
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Knowledge and understanding of types of further investigation available
- Interpersonal and questioning skills
- Knowledge of the ethical and legal implications of the practice of massage

Resource implications
Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment
Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTREM9A

Perform Massage health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case in order to provide a basic massage.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | 1.1 Client/patient's purpose for consultation is established and the symptoms experienced are identified |
| | 1.2 Client/patient's eligibility for service is determined using clinic/personal policies |
| | 1.3 Services able to be provided and limits of available services are clearly explained |
| | 1.4 Client/patient's expectation of the service/clinic are explored and clarified |
| | 1.5 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and determine practice at all times |
| | 1.6 <i>Factors likely to have a negative impact on assessment</i> are identified in consultation with the client/patient and strategies implemented to minimise the effects of these factors wherever possible |
| | 1.7 Client/patient is referred to <i>other health care professionals</i> where the needs of the client/patient are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner the needs of the client/patient are best met by doing so |
| | 1.8 The legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the <i>client/patient's history</i> is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals |
| | 2.3 Information is managed in a confidential and secure way |

ELEMENTS	PERFORMANCE CRITERIA
3. Prepare the client for assessment	<ul style="list-style-type: none">3.1 The client\patient's body is not unnecessarily exposed during assessment/treatment3.2 Client/patient boundaries are respected at all times3.3 Client/patient feedback is sought on comfort levels
4. Perform an assessment of the client	<ul style="list-style-type: none">4.1 Informed client/patient consent is obtained prior to conducting assessment, in accordance with relevant legislation and regulations4.2 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed4.3 <i>Potential sensitivities of the client/patient</i> are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's dignity is maintained at all times4.4 Client/patient is assessed through palpation, observation and sensory information gathering techniques4.5 <i>Contra-indications</i> to treatment are identified

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professional may include:

- Podiatrists
- Osteopaths
- Energy therapists
- Physiotherapists
- Chiropractors
- Medical practitioners
- Registered nurses
- Social workers
- Alternative health practitioners
- Counsellors
- Other allied health care professionals

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for massage
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical/alternative health care treatment
- Previous occurrence of current complaint

RANGE OF VARIABLES

- Medication, supplements and natural prescriptions – current and previous
- Social lifestyle including social drug usage
- Family history

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Established assessment procedures may include:

- Observation
- Discussion
- Temperature
- Pulse
- Palpation
- Percussion
- Range of motion tests
- Muscle strength tests
- Observation of variations of posture
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Contra-indications to treatment may include:

- Massage therapists are not expected to diagnose any conditions but must be able to recognise the indications and contra-indications of conditions
- Massage is contra-indicated in all infectious diseases suggested by fever, nausea and lethargy until a diagnosis is received and recommended by a medical practitioner
- Always refer for diagnosis when symptoms do not have a logical explanation. Indications for referral include
 - Pain local, sharp, dull, achy, deep, surface
 - Fatigue
 - Inflammation

RANGE OF VARIABLES

- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Mood alterations, eg depression, anxiety
- Infection
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature-hot or cold
- Endangerment sites are areas where nerves and blood vessels lie close to the skin and are not well protected
 - Anterior triangle of the neck
 - Posterior triangle of the neck
 - Axillary area
 - Medial epicondyle
 - Lateral epicondyle
 - Area of the sternal notch and anterior throat
 - Umbilicus area
 - Twelfth rib dorsal body
 - Sciatic notch
 - Inguinal triangle
 - Popliteal fossa

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of physical signs and symptoms of disease
- Demonstrated observation skills
- Ability to observe and identify variations of posture
- Demonstrated record keeping skills
- Demonstrated communication skills
- Knowledge of and ability to use terminology correct to discipline
- Ability to recognise and adjust to contra-indications for treatment
- Ability to discuss and observe treatment protocols

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively in the health industry

Underpinning knowledge and skills:

- Skills in using appropriate assessment techniques
- Knowledge of history, philosophy and beliefs of massage therapy within a health framework
- Understanding of physiology and anatomy according to massage therapy
- Knowledge of best practice massage therapy principles
- Knowledge of structure and function of anatomical systems appropriate to massage therapy and the scope of practice
- Understanding of the fundamental principles of biomechanics and functional anatomy
- Ability to identify prominent bones/structure and phasic and postural muscles
- Ability to palpate prominent bones/structure and phasic and postural muscles
- Ability to gather and interpret information through the tactile senses
- Ability to identify contra-indications for massage
- Knowledge of indications for massage
- Knowledge of environmental physiology and the effects of drugs on the individual
- Knowledge of technical and practical knowledge of treatment
- Knowledge of indications, possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment

EVIDENCE GUIDE

	<ul style="list-style-type: none">• Demonstrated communication skills to gain and convey required information• Knowledge of ethical and legal implications of enquiry
<i>Resource implications</i> Resource requirements may include:	<ul style="list-style-type: none">• A fully stocked and equipped clinic or simulated clinic environment• Relevant assessment instruments• Appropriate assessment environment• Skilled assessors
<i>Method of assessment</i> Assessment may include:	<ul style="list-style-type: none">• Observation of performance• Examples of assessment notes• Simulated assessments• Oral questioning on technique or assessment strategy• Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment
<i>Context of assessment:</i>	This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTNAT1A

Provide the Naturopathic treatment

Unit Descriptor

This unit describes the skills required to administer client/patient treatment according to a naturopathic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 Mode of administration and management of the treatment are explained to the client/patient1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 Reactions to treatment (adverse or otherwise) are recognised and promptly responded to if necessary1.6 Time, location and content of future sessions are clearly explained to the client/patient1.7 Recommendations are fully documented1.8 Treatment is provided according to the treatment plan
2. Apply therapeutic techniques	<ul style="list-style-type: none">2.1 Treatment/remedies are applied, recommended, dispensed or prescribed2.2 Treatment is delivered according to regulations2.3 Other health care professionals are referred to or collaborated with as required
3. Advise and resource the client/patient	<ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.4 Client/patient independence and responsibility in treatment are promoted wherever possible3.5 Counselling within a naturopathic framework is provided when appropriate

ELEMENT	PERFORMANCE CRITERIA
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is reviewed with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Mode of administration may be:

- Oral
- Topical
- Inhaled

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adherence to clinic guidelines for response to accidents and emergencies
- Using First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Regulations may include:

- Hygiene and infection control regulations
- OHS regulations
- Clinic or professional practice guidelines
- Complying with state or national legislation in the practice of naturopathy

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing of details which help to fully inform patient/client of relevant information

RANGE OF VARIABLES

- Providing of referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Nutritional advice
- Advice on lifestyle modification
- Exercise suggestions
- Stress management techniques

EVIDENCE GUIDE

Critical aspects of assessment:

Treatment plans are implemented to achieve optimal health and rehabilitation, or to improve quality of life these involve:

- Appropriate preparation of the client/patient for treatment
- Treatment of a range of conditions/disease states
- Incorporation of the philosophies and beliefs of the practice of naturopathy
- Demonstration of the application of commonly used treatment practices
- Provision of treatment in accordance with the individual, the condition and the presence of complicating factors
- Provision of the safest, most efficacious and cost effective treatment method
- Use of counselling within naturopathic consultation as an aid to treatment
- Provision of treatment in accordance with the treatment plan
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- Demonstrated interpersonal skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry
- Prepare and dispense herbal medicines
- Homeopathy in a naturopathic framework
- Prepare and dispense homeopathic medicines

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system and the principles and practice of treating each system/condition
- Knowledge of the active principles of the main naturopathic remedies/treatments used for each system/condition
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge of supplementary measures in the management of conditions (dietary considerations, exercise)

EVIDENCE GUIDE

- Ability to apply methods of treating and managing the disease process of each system using naturopathic remedies/treatments
- Knowledge of how to select best remedies/treatments within best current practice
- Knowledge of how to correctly prepare and dispense naturopathic remedies/treatments
- Knowledge of the role of nutrition in health and ability to determine the nutritional and dietary needs of a client/patient
- Knowledge of the process of digestion, absorption and metabolism
- Knowledge and understanding of the components of food and food/dietary supplements
- Knowledge of the appropriate dietary treatment of common illnesses and diseases
- Knowledge of types of diets (omnivore, vegetarian, lacto-vegetarian, vegan, fruitarian, zen macrobiotic)
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications of treatment
- Knowledge of drug interactions
- Knowledge of the pathogenesis of the remedies/treatments administered
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Demonstrated ability to access and interpret up-to-date information
- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT2A

Provide the Western Herbal Medicine treatment

Unit Descriptor

This unit describes the skills required to administer client/patient treatment according to a naturopathic framework.

ELEMENT

PERFORMANCE CRITERIA

1. Manage treatment

- 1.1 Factors which may interfere with the effectiveness of the treatment are explained
- 1.2 Mode of administration and management of the treatment are explained to the client/patient
- 1.3 Client/patient is requested to monitor reactions and contact practitioner as required
- 1.4 Consent for treatment is ensured
- 1.5 Reactions (adverse or otherwise) to treatment are recognised and promptly responded to if necessary
- 1.6 Time, location and content of future sessions are clearly explained to the client/patient
- 1.7 Recommendations are fully documented
- 1.8 Treatment is provided according to the treatment plan

2. Apply therapeutic techniques

- 2.1 Herbal medicines, extemporaneous preparations, herbal plasters, poultices, ointments or other topical applications are applied, recommended, dispensed or prescribed
- 2.2 Treatment is delivered according to regulations
- 2.3 Other health care professionals are referred to or collaborated with as required

3. Advise and resource the client

- 3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health
- 3.2 Client/patient queries are answered with clarity, using appropriate language
- 3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient
- 3.4 Client/patient independence and responsibility in treatment are promoted wherever possible
- 3.5 Counselling within a herbal medicine framework is provided when appropriate

ELEMENT	PERFORMANCE CRITERIA
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is reviewed with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Mode of administration may be:

- Oral
- Topical
- Inhaled

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Regulations may include:

- Hygiene and infection control regulations
- OHS regulations
- Clinic or professional practice guidelines
- Complying with state and national legislation pertinent to naturopathy

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing of details which help to fully inform patient/client of relevant information

RANGE OF VARIABLES

- Providing of referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Nutritional advice
- Advice on lifestyle modification
- Exercise suggestions
- Stress management techniques

EVIDENCE GUIDE

Critical aspects of evidence

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life these involve:

- Appropriate preparation of the client/patient for treatment
- Treatment of a range of conditions/disease states
- Incorporation of the philosophies of the practice of herbal medicine
- Demonstration of the application of commonly used treatment practices
- Provision of treatment in accordance with the individual, the condition and the presence of complicating factors.
- Provision of the safest, most efficient and cost effective treatment method
- Understanding of the function and Contra-indications of each herb dispensed
- The use of counseling within herbal medicine consultation as an aid to treatment
- Provision of treatment in accordance with the treatment plan
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- Demonstrated interpersonal skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry
- Prepare and dispense herbal medicines

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system and the principles and practice of treating each system/condition
- Knowledge of the active principles of the main herbal medicines used for each system/condition
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge of supplementary measures in the management of the conditions (dietary considerations, exercise)
- Ability to apply methods of treating and managing the disease process of each system using herbal

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medicine

- Knowledge of how to select best treatment/medicine within best current practice
- Knowledge of how to correctly prepare and dispense herbal medicines
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications of treatment
- Knowledge of drug interactions
- Knowledge of contra-indications, adverse reactions, drug-herb interactions
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Knowledge of the function and Contra-indications of each herb dispensed
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Knowledge of dosage principles
- Demonstrated ability to access and interpret up-to-date information on health practices and medicines
- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion

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- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT3A

Provide Naturopathic nutritional treatment

Unit Descriptor

This unit describes the skills required to provide naturopathic advice on dietary modification and nutritional supplements according to a naturopathic framework.

ELEMENT

PERFORMANCE CRITERIA

1. Manage treatment

- 1.1 *Factors which may interfere with the effectiveness of the treatment* are identified and explained
- 1.2 The use of *dietary modification* and management of the treatment are explained to the client/patient
- 1.3 Client/patient is requested to monitor reactions and contact practitioner as required
- 1.4 *Consent for treatment* is ensured and *contra-indications* for treatment are identified
- 1.5 Reactions to treatment (adverse or otherwise) are recognised and *promptly responded* to if necessary
- 1.6 Time, location and purpose of future sessions are clearly explained to the client/patient
- 1.7 Recommendations are fully documented
- 1.8 Treatment is provided according to the treatment plan

2. Apply therapeutic techniques

- 2.1 Determine the appropriateness of dietary modification and/or *nutritional supplementation*
- 2.2 Identify and manage the treatment of food allergies/food sensitivities
- 2.3 Evaluate the influence of *environmental and other factors* on nutritional status
- 2.4 Care is taken to evaluate *cultural barriers* to dietary modification and/or supplement prescription
- 2.5 Deliver treatment according to *regulations*
- 2.6 Refer to or collaborate with other health care professionals as required

ELEMENT	PERFORMANCE CRITERIA
3. Advise and resource the client	<ul style="list-style-type: none">3.1 Client/patient is educated in <i>relevant and practical techniques for promotion and maintenance of optimum health</i>, which include dietary/lifestyle modification3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.4 Client/patient independence and responsibility in treatment are promoted wherever possible3.5 Dietary advice within a nutritional framework is provided when appropriate
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is reviewed with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Age
- Cultural factors
- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Contra-indications to treatment
- Post treatment activity
- Malabsorption

Dietary modification may include:

- Exclusion of some foods or food groupings
- Inclusion of some foods or food groupings
- Increased consumption of some foods or food groupings
- Decreased consumption of some foods or food groupings
- Inclusion of nutritional supplements

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Contra-indications to treatment may include:

- Pregnancy and breastfeeding
- Drug-nutrient and nutrient-nutrient interactions
- Known allergies
- Specific illnesses and conditions
- Other medical treatment being undertaken

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Nutritional supplementation may include:

- Vitamins
- Minerals

RANGE OF VARIABLES

- Amino acids
- Omega oils
- Celloids
- Tissue salts
- Other nutritional extracts or substances

Environmental factors may include:

- Food additives
 - intentional
 - non-intentional
- Food contamination (microbiological)
- Pollution

Other factors may include:

- Pharmaceutical drugs
- Self-prescribed medication
- Cultural
- Dental problems
- Food cravings
- Food aversions
- Food preparation techniques
- Age
- Special dietary needs eg acquired and genetic conditions

Cultural barriers may include:

- Religious restrictions
- Dietary choices eg vegetarian, vegan

Regulations may include:

- Hygiene and infection control regulations
- OHS regulations
- Clinic or professional practice guidelines
- Complying with state or national legislation in the practice of naturopathy

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources

RANGE OF VARIABLES

- Providing details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Relevant and practical techniques that promote and maintain optimal health may include:

- Exercise suggestions
- Stress management techniques

Lifestyle modification may involve:

- Use of alcohol consumption
- Use of tobacco consumption
- Use of social/recreational drugs use
- Living arrangements
- Working conditions

EVIDENCE GUIDE

Critical aspects of assessment:

- Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life. These involve:
 - Demonstrated ability to assess nutritional needs according to naturopathic principles
 - Appropriate preparation of the client/patient for treatment
 - Treatment of a range of conditions / disease states
 - Incorporation of the philosophies and beliefs of the practice of naturopathy
 - Demonstration of the application of commonly used treatment practices
 - Provision of treatment in accordance with the individual, the condition and the presence of complicating factors
 - Provision of the safest, most efficacious and cost effective treatment method
 - The use of counselling within the nutritional consultation as an aid to treatment
 - Provision of treatment in accordance with the treatment plan
 - Complete documentation of all recommendations and client/patient responses
 - Review of treatment plan
- Demonstrated ability to design and implement dietary modifications in a manner acceptable to the client/patient
- Demonstrated interpersonal skills
- Demonstrated ability to assess the components of food found in common diets
- Demonstrated ability to advise on nutritional supplements and determine the most appropriate supplementation

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry
- Provide the treatment

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Knowledge of common disease states and the functional problems of each bodily system, and the principles and practice of treating each system/condition
- Knowledge of naturopathic nutritional status assessment methods
- Knowledge of appropriate dosage levels of nutritional supplements including the difference between dietary replacement levels and pharmacologic dosage ranges
- Knowledge of the main nutritional supplements used for each system/condition
- Knowledge of food classifications, categories and composition including grains, legumes, pulses, meat, fish, eggs and protein alternatives, dairy foods, fruit and vegetables, nuts and seeds
- Knowledge of foods containing macronutrients and micronutrients, vitamins and minerals, carbohydrates, fats and proteins
- Knowledge of bioavailability of nutritional supplements
- Knowledge of the components of common diets
- Knowledge of current national health and medical research council recommendations for ‘healthy diets’
- Knowledge of diet construction with regard to preventative approaches to health
- Knowledge of the requirements of the individual within a diet program
- Knowledge of nutrient types
- Demonstrated ability to identify foods containing various nutrients
- Knowledge of foods containing carbohydrates, fats, proteins, vitamins, minerals and phytonutrients
- Ability to identify foods deficient in nutrients
- Knowledge of the process, anatomical structure and physiology of digestion
- Knowledge of the function of fibre in the body
- Knowledge of amino acids (essential and non-essential)
- Knowledge of fibrous and plant proteins
- Knowledge of basic biochemistry as it relates to

EVIDENCE GUIDE

diet and nutrition

- Knowledge of types of diets (omnivore, vegetarian, lacto-vegetarian, vegan, fruitarian, zen macrobiotic), milk categories and processed foods
- Knowledge of eating patterns, foods affecting the mind and moods, food labelling, food additives, preservatives and colouring
- Knowledge of types of tests available to nutritionists
- Knowledge of the principles of formulation (including dosage, dosage form, bioavailability and duration of treatment)
- Knowledge of supplementary measures in the management of conditions (lifestyle considerations, other modalities of treatment)
- Ability to apply methods of treating and managing the disease process of each system using nutrition
- Knowledge of how to select the best treatment/medicine within best current practice
- Knowledge of medical reports and diagnostic procedures
- Knowledge of cultural restrictions on diet and nutritional supplementation eg gelatin in capsules
- Knowledge of the principles of formulation (including dosage, dosage form, and duration of treatment)
- Knowledge of supplementary measures in the management of conditions (lifestyle considerations, other modalities of treatment)
- Knowledge of how to correctly prepare and dispense nutritional supplements
- Knowledge of standards nutritional requirements for a range of life cycle stages and human conditions eg pregnancy, health and fitness
- Knowledge of the potential impact of supplementation on the condition or disease state, including preventative action
- Knowledge of the possible responses to treatments
- Knowledge of adverse effects associated with nutritional supplementation
- Knowledge of contra-indications of treatment
- Knowledge of drug-nutrient and nutrient-nutrient interactions

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- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Demonstrated ability to access and interpret up-to-date information
- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment tools
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit can be assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT4A

Provide acute Homoeopathic treatment

Descriptor

This unit describes the skills required to administer a limited range of homoeopathic remedies for acute conditions within naturopathic framework

ELEMENT

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage acute treatment using homoeopathic remedies within a naturopathic framework | 1.1 <i>Factors which may interfere with the effectiveness of the treatment</i> are explained |
| | 1.2 <i>Mode of administration</i> and management of the treatment to the client/patient is explained |
| | 1.3 Client/patient is requested to monitor responses and contact practitioner as required |
| | 1.4 <i>Consent for treatment</i> is ensured |
| | 1.5 <i>Homoeopathic remedies</i> are provided using <i>homoeopathic diagnostic techniques</i> , within a naturopathic framework |
| | 1.6 <i>Responses to treatment</i> are recognised and promptly <i>attended to</i> if necessary |
| | 1.7 Time, location and purpose of future sessions are clearly explained to the client/patient |
| | 1.8 Recommendations are fully documented |
| 2. Advise and resource the client /patient | 2.1 Client/patient is educated in <i>relevant and practical techniques for promotion and maintenance of optimum health</i> |
| | 2.2 Client/patient queries are answered with clarity, using the appropriate language |
| | 2.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient |
| | 2.4 Client/patient independence and responsibility in treatment are promoted wherever possible |
| 3. Review treatment | 3.1 Progress is evaluated with the client/patient |
| | 3.2 <i>Homoeopathic questioning</i> is used to confirm appropriateness of homoeopathic treatment and quality of treatment response |
| | 3.3 <i>Effects of previous treatment</i> are identified and recorded |
| | 3.4 Previous treatment plan is reviewed |
| | 3.5 Changes to the plan are negotiated with the |

ELEMENT

PERFORMANCE CRITERIA

- client/patient to ensure optimal outcomes
- 3.6 Need for *ongoing and/or additional treatment* is evaluated
- 3.7 Where constitutional prescribing with homoeopathy is identified as useful, the client/patient is referred to a homoeopath
- 3.8 Where *chronic* prescribing with homoeopathy is identified as useful, the client/patient is referred to a homoeopath

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Dental work
- Eating or smoking within ten to twenty minutes before or after treatment
- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Mode of administration may include:

- Olfactory
- Sublingual
- Cutaneous
- Via fluid medium - alcohol or water
- Via pillules
- Via powder
- Via plussing method

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Homoeopathic remedies refers to:

- Low potency single remedies for acute conditions

Providing a homoeopathic remedy within a naturopathic framework refers to:

- The infrequent repetition of appropriate acute single remedies according to the law of similars
- Complexes, based on naturopathic case taking principles

Homoeopathic diagnostic techniques refers to:

- Homoeopathic acute case taking and questioning
- Consideration of the client/patient sensitivities and susceptibility
- Consideration of individualisation of the prescription

Responses may include:

- Allergy
- Intensification of symptoms
- Cure

RANGE OF VARIABLES

- Amelioration
- Therapeutic aggravation
- Non-therapeutic aggravation
- Palliation
- Suppression
- Proving
- No response

Attendance to responses may include:

- No change in treatment
- Change of posology
- Referral of the client/patient to a homoeopath or other health care provider
- Discussing reaction with the client/patient
- Adjusting treatment if necessary
- Seeking appropriate expertise
- Adhering to clinic guidelines for response to accidents and emergencies
- Use of First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Advise and resource the client/patient refers to:

- Referring client/patient to other information sources
- Providing relevant literature or information materials
- Providing advice regarding self-care
- Advising client/patient of suggested resources
- Providing details which help to fully inform patient/client of relevant information
- Providing of referrals to other health professionals
- Availability of products required or suggested for treatment

Relevant and practical techniques that promote and maintain optimal health may include:

- Removal of obstacles to cure
- Nutritional adjustments
- Exercise
- Lifestyle modifications

RANGE OF VARIABLES

Homoeopathic questioning includes:

- Presenting symptoms
- Duration of symptoms
- Location of symptoms
- Sensations
- Modalities
- Concomitants

Effects of previous treatment may include:

- Patient is better
- Patient is worse
- Case is being suppressed
- No change/wrong remedy given
- Patient is proving remedy
- New state is emerging
- Disease is progressing

On-going and/or additional treatment may include:

- Repetition of the first remedy
- Change of potency
- Change of posology
- Change of remedy
- Intercurrent remedy
- Waiting
- Placebo
- Referral to a homoeopath

A chronic condition may include:

- Conditions of longer than approximately six months duration
- Conditions that are not self-terminating
- An acute manifestation of a chronic disease

EVIDENCE GUIDE

Critical aspects of assessment:

- Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life. These involve:
 - Treatment of a range of acute conditions
 - Use of homeopathic questioning
 - Incorporation of the philosophies of homeopathy into naturopathic practice
 - Demonstration of the application of commonly used treatment practices
 - Treatment according to the individual, the condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
 - Provision of acute homeopathic treatment
 - Use of counselling as a treatment method, where competence exists
 - A case requiring referral to a homeopath, or other health care professional
 - Preparation of the client/patient for treatment according to naturopathic practice
 - Complete documentation of all recommendations and client/patient responses
 - Review of treatment plan
- Demonstrated ability to explain any perceived risks and possible remedy responses
- Demonstrated ability to negotiate the management of treatment with the client/patient's current therapies
- Demonstrated ability to identify and analyse remedy response to previous treatments
- Demonstrated ability to negotiate strategies to overcome any obstacles to cure
- Knowledge of the role of homeopaths, other complementary health professionals and support services
- Demonstrated ability to utilise a range of repertories
- Demonstrated ability to utilise at least two of the most commonly used Homeopathic materia medica

EVIDENCE GUIDE

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Provide the naturopathic treatment
- Work effectively within the health industry

Underpinning knowledge and skills:

- The central philosophies and beliefs of homeopathic practice, to include the law of similars, the minimum dose, individualisation of the prescription, single remedy prescribing and removal of obstacles to cure
- Knowledge of the similarities and differences between naturopathic and homoeopathic treatment
- Ability to recognise the need for constitutional homoeopathic prescribing
- Knowledge of administration and storage procedures associated with homoeopathic remedies
- Knowledge of treatment options other than homoeopathic
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to the homoeopathic remedy/ies and contra-indications to treatment
- Knowledge of perceived risks and remedy responses
- Knowledge of the pathogenesis of the remedies administered
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Basic knowledge of materia medica, to include polycrystals and other acute remedies
- Knowledge of pathophysiology and disease

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processes

- Basic knowledge of the various approaches to prescribing including consideration of:
 - Totality of characteristic symptoms
 - Keynote characteristic symptoms
 - Central theme of a remedy
 - Constitutional basis
 - Miasmatic indications
 - Aetiology
 - Use of organopathics
 - Prophylactic use
 - Ladder-like prescribing
 - Tautopathy
 - Isopathy
- Knowledge of potency choices
- Knowledge of case analysis and management according to naturopathic principles
- Knowledge of obstacles to cure
- Ability to administer medicines
- Knowledge of the capabilities and limitations of homeopathic treatment, within a naturopathic framework
- Knowledge of anatomy and physiology of the body systems
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of the disease process and the natural history of disease
- Ability to apply differential assessment
- Knowledge of the effects of medicinal disease
- Ability to manage medical emergencies
- Knowledge and understanding of types of further investigation available
- Knowledge of the contribution of the different schools of thought and historical theories of homoeopathic clinical practice

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals

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- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Demonstration model/client

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT5A

Plan the Naturopathic treatment strategy

Unit Descriptor

This unit describes the skills required to prepare for treatment of clients/patients and negotiate a treatment management plan with them using a naturopathic framework.

ELEMENTS

PERFORMANCE CRITERIA

1. Determine treatment strategy

- 1.1 Appropriate therapeutic principles of treatment are determined according to diagnosis of client/patient and within the skills of competence of the practitioner
- 1.2 Contra-indications to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to naturopathic principles
- 1.3 Treatment and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment
- 1.4 Treatment strategy appropriate to the client/patient's condition is selected, supported on the basis of established naturopathic practice
- 1.5 Specific treatment options take into consideration possible client/patient compliance issues

2. Discuss the treatment strategy with the client/patient

- 2.1 The proposed treatment strategy is discussed with the client/patient
- 2.2 Sufficient time is allocated to discuss the treatment strategy, appropriate to the client/patient's needs
- 2.3 Client compliance is negotiated
- 2.4 Discrepancies between the practitioner's and the client/patient's perception of the condition are clarified
- 2.5 Any relevant information from medical or diagnostic reports is communicated where appropriate
- 2.6 Any perceived risks of the client/patient's condition and treatment are explained
- 2.7 Responsibilities of practitioner and client/patient within the treatment plan are clarified
- 2.8 Management of selected treatment in relation to any other current therapies is negotiated
- 2.9 Treatment evaluation strategies are discussed

RANGE OF VARIABLES

Contra-indications to treatment and possible complicating factors may include:

- Acute surgical and medical conditions such as cardiac arrest, acute hypovolaemic shock, paralytic ileus and loss of consciousness
- Traumatic injuries or conditions requiring immediate medical attention
- Life threatening situations
- Personal or life circumstances
- Ability or willingness to comply with treatment
- Allergies/sensitivities
- Past treatment history
- Current conditions/disease state
- Current medications/treatments
- Contra-indications for use of certain excipients and bases

Treatments may include:

- Nutrition therapies including the use of specific micronutrient supplements and food therapy
- Herbal medicine
- Homeopathy
- Bodywork eg massage, reflexology, shiatsu,
- Counselling

Client/patient compliance refers to:

- Ability to follow instructions or suggestions
- Willingness to follow instructions or suggestions

Discrepancies may include:

- Client/patient is unaware of the immediate danger of their condition
- Client/patient is over anxious about their condition
- Client/patient is unaware of maintaining causes acting on their condition
- Practitioner is unaware of some implications of the client/patient's condition
- Practitioner and client/patient have a different view of what the main problem is

RANGE OF VARIABLES

Practitioner responsibilities may include:

- Isolating the sick person if appropriate
- Notifying doctor about their condition
- Appropriate hygienic behaviour
- Appropriate client/patient relations
- Notifying state health authorities of notifiable/communicable disease
- Commitment to the treatment plan
- Discussing relevant contra-indications or potential complications to treatment
- Reviewing treatment plan

Client/patient responsibilities may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussing and reviewing of response to treatment
- Reviewing achievement of treatment goals
- Monitoring time-frame for achieving treatment goals

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Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to understand and discuss medical reports and other data relevant to the case
- Knowledge of remedies/treatments and dosages used to treat particular conditions
- Demonstrated ability to prescribe remedies/treatments according to the time-frame appropriate to the client/patient condition and the remedies/treatments selected, and to the dosage recommended for the client/patient age group
- Demonstrated ability to select dietary regimes for specific conditions
- Knowledge of legal and ethical considerations in treating clients with remedies/treatments
- Knowledge of lifestyle factors relevant to treatment of specific conditions and diseases
- Demonstrated consideration of the impact of client/patient vitality on selected remedies/treatments
- Knowledge of possible obstacles to cure
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills
- Demonstrated ability to provide advice

Concurrent assessment and relationship with other units:

- Work within a naturopathic framework
- Communicate effectively with clients
- Apply diagnostic framework

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system
- Knowledge of the principles and practice of treating common conditions
- Knowledge of the active principles of the remedies/treatments used for each condition/system
- Knowledge of the principles of formulation including dosage and duration of treatment

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- Knowledge of supplementary measures in the management of the condition/system (dietary considerations, exercise)
- Ability to apply methods of treating and managing disease process of each system using naturopathic remedies/treatments
- Knowledge of the derivation of the materia medica from provings, clinical and toxicological sources
- Knowledge of major remedies with respect to their use for general symptoms, psychological and physiological indications
- Knowledge of minor remedies in respect to their most important indications
- Knowledge of groups of remedies and how to distinguish between them
- Knowledge of the clinical indications of remedies relevant to specific circumstances - infectious diseases, First Aid and injuries
- Knowledge of the interaction of remedies/treatments with foods, herbs, nutritional supplements and drugs
- Knowledge of pharmacology
- Knowledge of allopathic drugs, their classifications, usage and side effects
- Advanced knowledge of medical terminology
- Knowledge of pharmacokinetics – drug administration, absorption, distribution, metabolism and excretion
- Knowledge of pharmacodynamics and the theory of drug action, factors modifying drug effect and dosage, drug toxicity and toxicology
- Knowledge of drug abuse – signs, consequences, treatment, community resources available
- Knowledge of drugs used in pregnancy and breast feeding
- Knowledge of drugs used to treat disorders of each system of the body
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses and contra-indications to treatments
- Knowledge of drug interactions
- Knowledge of pathogenesis of the

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remedies/treatments administered

- Ability to access and understand reference material on the effects of current conventional drug therapies and their withdrawal
- Ability to access and interpret up-to-date information
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Interpersonal and questioning skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Documented process to enable the access and interpretation of up-to-date information
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Practical assignments
- Written, multiple choice or short answer tests
- Case studies and scenarios
- Observation in a practical setting
- Research work

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT6A

Perform Naturopathic health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case, according to a naturopathic framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | 1.1 Client/patient's purpose for consultation is established and symptoms experienced are identified |
| | 1.2 Client/patient's eligibility for service is determined using clinic/personal policies |
| | 1.3 Services able to be provided and limits of available services are clearly explained |
| | 1.4 Client/patient's expectation of the service/clinic are explored and clarified |
| | 1.5 Factors likely to have a negative impact on assessment are identified in consultation with the client/patient and strategies implemented to minimise the effects of these factors wherever possible |
| | 1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and determine practice at all times |
| | 1.7 Clients/patients are referred to other health care providers where their needs are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner their needs of the clients/patients are best met by doing so |
| | 1.8 Legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the client/patient's history is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals |
| | 2.3 Information is treated as confidential and stored securely |

ELEMENTS	PERFORMANCE CRITERIA
3. Manage the health assessment	<p data-bbox="608 255 1343 360">3.1 Informed client/patient consent is obtained prior to conducting tests in accordance with legislative requirements</p> <p data-bbox="608 376 1343 441">3.2 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner</p> <p data-bbox="608 456 1343 600">3.3 Reliability of data obtained is assessed and appropriate clinical correlation with the client/patient's complaints is established where possible</p> <p data-bbox="608 616 1343 721">3.4 Questions are used to clarify results and gain further information in a manner relevant to the client/patient's needs and test results</p> <p data-bbox="608 736 1343 842">3.5 Any decision to carry out laboratory tests is based on the integration of previously obtained clinical data and history</p> <p data-bbox="608 857 1343 922">3.6 The protocol required by the agency in ordering tests is adhered to</p> <p data-bbox="608 938 1343 1003">3.7 Adequate time is allowed during consultation to gather critical information</p> <p data-bbox="608 1019 1343 1084">3.8 Factors that may interfere with the information gathering process are identified and minimised</p> <p data-bbox="608 1099 1343 1205">3.9 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p data-bbox="608 1220 1343 1406">3.10 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's dignity are maintained at all times</p>
4. Make a comprehensive assessment of the client/patient	<p data-bbox="608 1473 1343 1579">4.1 Signs of disease/condition and further observations are identified according to naturopathic framework</p> <p data-bbox="608 1594 1343 1659">4.2 Specific details of signs and symptoms of the presenting complaint/s are elicited</p> <p data-bbox="608 1675 1343 1706">4.3 Other appropriate assessment techniques are used</p> <p data-bbox="608 1722 1343 1827">4.4 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professional may include:

- Doctors
- Social workers
- Alternative and complementary health practitioners
- Counsellors

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for consultation
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment
- Medication, supplements and natural remedies – current and previous
- Social lifestyle including social drug usage
- Family history
- Details required for homeopathic case

RANGE OF VARIABLES

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Signs of disease/condition may refer to:

- Precipitating factors
- Relieving factors
- Associated manifestations
- Indications of stage and status of illness
- Symptom qualities
- Functional and pathological disturbances

All procedures must be conducted according to legislative and regulatory requirements.

Other appropriate assessment techniques may include:

- Observation
- Discussion
- Taking temperature
- Taking pulse and blood pressure
- Palpation and auscultation
- Skin examination
- Percussion
- External physical examination
- Iridology techniques
- Urine tests
- Assessment of growth (height, weight, head circumference) and development
- Overview of system - enquiring about the presence of previously diagnosed organic diseases and functional disorders
- Any other method in which the practitioner has been trained to a competent standard

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Critical aspects of assessment:

- Knowledge of physical signs and symptoms of disease
- Ability to identify location, stage and characteristics of disease
- Knowledge of pathophysiology and disease processes
- Demonstrated observation skills
- Demonstrated ability to conduct external physical examination
- Demonstrated ability to use a range of medical equipment used in external physical examinations
- Demonstrated communication skills
- Demonstrated respect for practitioner/client/patient boundaries
- Ability to request high precision laboratory and/or radiology tests when required
- Ability to require the minimum number of additional tests
- Knowledge of the cost benefit ratio of special tests or studies
- Demonstrated record keeping skills
- Ability to detect and record symptoms and signs present including precipitating factors, relieving factors and associated manifestations
- Knowledge of and ability to use terminology correct to discipline

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work within a Naturopathic framework

Underpinning knowledge and skills:

- Knowledge of critical information required for diagnosis and treatment according to naturopathic framework
- Knowledge of anatomical terminology and levels of organisation
- Knowledge and understanding of anatomical systems including
 - Muscoskeletal including muscles, bones, cartilage, joints, head, upper trunk, upper

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- limb, pelvis, and lower limb
- Nervous including peripheral, autonomic and central nervous systems
- Cardiovascular (including haemopoetic) including vascular system, spleen, heart and pericardium, systemic arteries, systemic veins, portal veins, and foetal circulation
- Lymphatic including thoracic viscera, abdominal and pelvic viscera, alimentary tract, urinary and genital systems, trunk and limbs, deep and superficial lymph nodes
- Gastrointestinal including mouth, salivary glands, tongue, pharynx, oesophagus, abdomen and peritoneum, stomach, small intestine, large intestine, liver, biliary system, and pancreas
- Respiratory including larynx, trachea, lungs and mediastinum, and pleura
- Urogenital (reproductive and urinary) and endocrine including kidneys, ureter and bladder, male genital organs, female genital organs, thyroid, parathyroid glands, pituitary gland, adrenal gland, and thymus gland
- ENT and special senses including hearing and equilibration, vision, smell, and taste
- Knowledge of physiology including
 - General physiology including cell structure and function, metabolism, and levels of organisation in the body
 - Basic physiology including physiology of musculoskeletal system - muscles, posture and movement
 - Nervous system including central, peripheral and automatic nervous systems
 - ENT and other senses including hearing and equilibration, vision, smell, and taste
 - Respiratory system including pulmonary function
 - Cardiovascular system including heart, and circulation
 - Lymphatic system including lymph, immunity and allergy
 - Gastrointestinal including motility, secretions, movement of food, digestion and absorption
 - Urogenital and endocrine including renal

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function, micturition, extracellular fluid, metabolism, thyroid gland, hormones, and reproduction

- Knowledge of biochemistry
- Knowledge of symptomology and pathology according to naturopathic practice
- Knowledge of anatomy and physiology according to various stages of life
- Knowledge of pathophysiology and disease processes of common clinical diseases and interactivity between them, to a level necessary to support the making of a screening assessment and assessment of the client/patient's condition to support the practice of natural/traditional medicine
- Knowledge of pathophysiology and disease processes affecting the nervous system including
 - Central and peripheral nervous tissue, brain, spinal cord and associated nerves, sensory, motor and integrative systems, and autonomic nervous system
 - Endocrine system including thyroid, parathyroid and adrenal glands, pancreas, calcium and bone metabolism, pituitary gland, and pineal gland
 - ENT and special senses including vision, hearing, smell, and taste
 - Respiratory system including pulmonary function, gas transport, regulation of respiration, and respiratory adjustments
 - Cardiovascular system including blood, clotting, erythropoietin, and cardiac cycle
 - Lymphatic system including immunity, and allergy
 - Urogenital system including renal function, fluid balance, male and female reproductive systems
- Knowledge of prostaglandins, development, inheritance, DNA, RNA, and introduction to genetics
- Knowledge of factors affecting transmission of disease and choice of treatments of common infectious diseases
- Knowledge of identification of infectious organisms, indications, complications, epidemiology, occurrence, mode of transmission, vectors, incubation period, period of

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- communicability, presentation, diagnosis, treatment, management and prevention
- Knowledge of clinical features and pathophysiology of common bacterial and viral diseases to assess the client/patient, its stage, severity and likely prognosis
- Knowledge of dietary impact on health and symptoms
- Knowledge of relevant testing and assessment options and procedures
- Demonstrated physical examination procedures
- Application of methods of keeping medical records
- Demonstrated ability to understand and discuss medical reports
- Ability to use equipment and technology competently and safely
- Demonstrated ability to access and interpret up-to-date information
- Philosophical approach to diagnosis and treatment
- Knowledge of the legal and ethical requirements for confidentiality
- Knowledge of time management requirements during consultation
- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry

EVIDENCE GUIDE

Resource implications

Resource requirements include all the relevant resources commonly used by specific discipline. Specific tools may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Skilled assessors
- Relevant assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assignments
- Written or verbal short answer tests
- Practical demonstrations and exercises
- Research work or written reports of observations in a practical setting
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be on more than one occasion to cover a variety of circumstances.

UNIT HLTNAT7A

Manage work within the Naturopathic framework

Unit Descriptor

This unit describes the skills required to manage the effective work practices of self and others within a naturopathic framework. Elements relate to those in unit CHCORG5A: Maintain an effective work environment.

ELEMENT	PERFORMANCE CRITERIA
1. Communicate knowledge of naturopathic philosophy, principles and practices	<p>1.1 <i>Major and minor forms of diagnosis and treatment practices</i> can be effectively communicated on a one-to-one or group basis</p> <p>1.2 <i>Definition, central philosophies</i> and historical developments of naturopathy can be explained</p> <p>1.3 Recent developments and new practices are integrated into client/patient services</p>
2. Demonstrate commitment to ethical work practices	<p>2.1 Confidentiality of client/patient information is maintained by storing and disposing of records according to clinic requirements</p> <p>2.2 Work practices are reviewed periodically to ensure skills and practices are kept current</p> <p>2.3 Work practices show respect for staff and client/patient rights</p> <p>2.4 Work practices adhere to legal, regulatory and clinic guidelines</p> <p>2.5 <i>Measures are implemented</i> to ensure accountability for professional practices</p>
3. Manage workplace relationships	<p>3.1 <i>Effective communication and interpersonal skills</i> are used to ensure all workplace interactions contribute to the achievement of clinic objectives and the promotion of the practice</p> <p>3.2 Workplace relations reflect consideration of the full range of individual and cultural differences</p> <p>3.3 Any issues related to the well-being of work colleagues are dealt with promptly and in accordance with clinic procedures</p> <p>3.4 Potential and actual workplace conflicts are handled to minimise disruption</p>
4. Manage the achievement of quality standards	<p>4.1 Personal hygiene and infection control guidelines are established and practised throughout the organisation</p>

ELEMENT	PERFORMANCE CRITERIA
	4.2 Hazard control measures and reporting procedures are undertaken according to clinic guidelines
	4.3 Individual and clinic performance is reviewed against established standards
5. Ensure ongoing development of self and team	5.1 Own performance is regularly monitored against workplans, clinic objectives and client/patient needs
	5.2 <i>Opportunities for formal and informal development of skills and knowledge</i> are sought out and accessed to optimise performance
	5.3 Individual performances are monitored and developed to enhance team performance where appropriate
	5.4 Coaching and mentoring contributes effectively to development of workplace knowledge, skills and attitudes

RANGE OF VARIABLES

The major and minor forms of diagnosis may include:

- Observation
- Discussion
- Taking temperature
- Taking pulse and blood pressure
- Palpation and auscultation
- Percussion
- External physical examination
- Iridology techniques
- Urine tests
- Assessment of growth (height, weight, head circumference) and development
- Overview of system - enquiring about the presence of previously diagnosed organic diseases and functional disorders
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Treatment practices may include:

- Nutrition therapies including the use of specific micronutrient supplements and food therapy
- Herbal medicine
- Homeopathy
- Bodywork eg massage, reflexology, shiatsu
- Counselling

Definition of naturopathy is:

Naturopathy is a distinct method of healing, underpinned by a philosophical perspective which recognises that all living forms possess a self-regulatory, inherent ability for self-healing. This inherent ability, or vital force, operates in an intelligent, orderly fashion. Naturopathic approaches to health care are aimed at supporting and enhancing the body's own ability to heal itself.

Central philosophies include:

- Vis medicatrix naturae (the healing power of nature)
- Tolle causam (identify and treat the cause)
- Docere (doctor as teacher)
- Treat the whole person
- Prevention

RANGE OF VARIABLES

*Measures are implemented
could refer to:*

- Supervision of practice
- Financial documentation
- Documentation of medicine prescription and supply
- Case notes
- Practitioner qualification
- Performance reviews
- Current certification for special services offered – where appropriate
- Organisational standards and procedures

*Effective communication and
interpersonal skills may include:*

- Active listening skills
- Ability to establish rapport and trust
- Eye contact
- Verbal communication skills
- Written communication skills
- Empathy and respect
- Ability to clarify needs
- Conflict resolution skills
- Negotiation skills
- Presentation
- Honesty and integrity

*Opportunities for formal and
informal development of skills
and knowledge may include:*

- Articles, public presentations, interviews and other communications
- Attendance at lectures or other education activities
- Participation in research projects
- Attendance at association meetings
- Subscription to professional journals
- Clinic supervision
- Provision of or attendance at training
- Study, distance-based learning

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the naturopathy framework
- Knowledge of the philosophies, principles and tools of naturopathic practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify information needs
- Demonstrated ability to seek out and implement new industry findings and practices
- Demonstrated documentation skills
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting
- Demonstrated ability to explain clinic guidelines and legislation
- Demonstrated ability to undertake performance reviews
- Demonstrated ability to provide leadership, coaching and/or mentorship
- Demonstrated management skills
- Team development skills

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of science/western medicine
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the current political context of health care
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to health

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- Knowledge of the naturopathic integration of these approaches to health
- Knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in naturopathy
- Knowledge of the philosophy, principles and practices of other alternative and complementary therapies including homeopathy, herbal medicine, nutrition and bodywork
- Knowledge of the principles of naturopathic practice: vis medicatrix naturae (the healing power of nature); tolle causam (identify and treat the cause); docere (doctor as teacher); treat the whole person; prevention
- Knowledge of how naturopathy works with the conventional medical model
- Knowledge of philosophy, principles and practices of the practice
- Knowledge of ethical issues in management
- Knowledge of OHS requirements in the workplace
- Ability to identify ethical issues
- Communication skills in one-to-one and group settings
- Knowledge of management issues and responsibilities
- Knowledge of industry standards
- Knowledge of team development issues

Resource implications

Resource requirements may include:

- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT8A Apply Naturopathic diagnostic framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review accurate diagnoses over the course of treatment, according to the naturopathic framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | 1.1 Results of the health assessment are correlated with case history |
| | 1.2 Signs and symptoms of condition in the client/patient are recognised and identified as pre-requisites for treatment/care |
| | 1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner |
| | 1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals |
| | 1.5 Patterns are analysed and differentiated by assessing signs and symptoms |
| | 1.6 Condition is identified according to stage and related implications (eg acute/chronic) by applying principles of diagnosis |
| | 1.7 Professional judgement is used to draw sound conclusions and prognosis from the data collected |
| | 1.8 All diagnostic signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions |
| | 1.9 Client/patient's progress is systematically monitored in order to confirm the initial diagnosis or clinical impression |
| 2. Critically evaluate the diagnosis | 2.1 A ongoing critical evaluation of the diagnosis is applied |
| | 2.2 Appropriate diagnostic tools/methods are selected |
| | 2.3 Re-evaluation of the case is carried out whenever considered necessary by the practitioner |
| | 2.4 History and clinical data are effectively combined to obtain a differential diagnosis, diagnosis and prognosis |

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|------------------------------|---------------------------------------------------------------------------------------------------------------|
| 3. Inform the client/patient | 3.1 Rationale of the diagnosis/prognosis is discussed with the client/patient |
| | 3.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands |
| | 3.3 Referral and collaborative options are discussed with the client/patient if necessary |

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Physical evidence
- Behavioural evidence
- States of disorder
- Test or examination results
- Sensations
- Onset
- Duration
- Location
- Causation
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

Patterns may refer to:

- Temperaments - humoral theory eg choleric/sanguine
- Constitutional states eg neuresthenic
- Syndromes eg adrenal exhaustion
- Functional disorders eg functional hypoglycemia
- Disease/conditions

EVIDENCE GUIDE

Critical aspects of assessment include:

- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients
- Work within a naturopathic framework

Underpinning knowledge and skills:

- Knowledge of anatomy and physiology of the body systems
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Demonstrated ability to access and interpret up-to-date information
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNAT9A

Work within a Naturopathic framework

Unit Descriptor

This unit describes the skills required to work effectively within a naturopathic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate commitment to the central philosophies of naturopathic practice	<ul style="list-style-type: none">1.1 Definition of naturopathy and the naturopathic system of medicine is provided1.2 Historical development of naturopathy is provided1.3 Central philosophies of naturopathy are identified and explained1.4 Practitioner applies naturopathic philosophy to his/her own health practices1.5 Practitioner draws on naturopathic philosophy to interpret health issues
2. Identify and describe the principles and practices of naturopathy	<ul style="list-style-type: none">2.1 Major methods of treatment used by naturopaths are identified and described2.2 Other complementary therapies used by naturopaths are identified and described2.3 Traditionally used methods of healing are identified and described2.4 Naturopathic assessment techniques are identified and described
3. Develop knowledge of complementary therapies	<ul style="list-style-type: none">3.1 Principles and practices of other healing systems are identified and described3.2 Information on other complementary therapies is provided3.3 Relationship between therapies is identified
4. Represent naturopathic framework to the community	<ul style="list-style-type: none">4.1 Practices and principles of naturopathy can be explained in an easily understood way in a one-to-one and group setting4.2 Enquiries are clarified and appropriate information is provided4.3 Requests for client/patient to bring relevant data to the consultation are made4.4 Alternative sources of information/advice are discussed with the client/patient

ELEMENT	PERFORMANCE CRITERIA
5. Work within clinic and regulation guidelines	<ul style="list-style-type: none">5.1 Clinic guidelines are accessed and followed5.2 Legal and regulatory guidelines are accessed and followed5.3 Relevant documentation is undertaken

RANGE OF VARIABLES

Definition of Naturopathy is:

Naturopathy is a distinct method of healing, underpinned by a philosophical perspective which recognises that all living forms possess a self-regulatory, inherent ability for self-healing. This inherent ability, or vital force, operates in an intelligent, orderly fashion. Naturopathic approaches to health care are aimed at supporting and enhancing the body's own ability to heal itself.

Central philosophies of naturopathy are:

- Vis medicatrix naturae (the healing power of nature)
- Tolle causam (identify and treat the cause)
- Docere (doctor as teacher)
- Treat the whole person
- Prevention

Major methods of treatment include:

- Nutrition therapies including the use of specific micronutrient supplements and food therapy
- Herbal medicine
- Homeopathy
- Bodywork eg massage, reflexology, shiatsu,
- Counselling

Other complementary therapies may include:

- Aromatherapy
- Flower essence therapy
- Therapies in which the practitioner is trained

Traditionally used methods of healing include:

- Fresh air
- Pure Water
- Fresh, whole foods
- Diet therapy
- Detoxification
- Herbs
- Sunlight
- Rest and relaxation
- Exercise
- Massage
- Hydrotherapy

RANGE OF VARIABLES

Appropriate assessment techniques may include:

- Observation
- Discussion
- Taking temperature
- Taking pulse and blood pressure
- Palpation and auscultation
- Percussion
- External physical examination
- Iridology techniques
- Urine tests
- Assessment of growth (height, weight, head circumference) and development
- Overview of system - enquiring about the presence of previously diagnosed organic diseases and functional disorders
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Other healing systems may include:

- Traditional Chinese Medicine (TCM)
- Ayurveda

Information on other complementary therapies may include:

- Historical development
- Current availability
- Tools and techniques
- Interactions between different therapies
- When therapies may be used
- Underpinning philosophy

Relationship between therapies may include:

- Contra-indications to treatment
- Effects of one treatment over or with another
- Treatment according to stage of condition

Enquiries may require explanation of:

- Duration of treatment
- Expected treatment outcomes
- Possible approaches to treatment
- Estimated cost of treatment

RANGE OF VARIABLES

- Availability of health fund rebates
- Work cover eligibility
- Professional status of practitioner
- Availability of home visits
- After hours service
- Provision for hospital visits

Appropriate information may include:

- Confirmation of appointment date and time
- Clinic location and directions
- Cost of initial consultation
- Payment options

Clinic's guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

Relevant documentation may include:

- Nature of enquiry
- Client/patient contact details
- Recording of incidents
- Appointment details

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the naturopathy framework
- Knowledge of the philosophies, principles and tools of naturopathic practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of science/western medicine
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the current political context of health care
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to health
- Knowledge of the naturopathic integration of these approaches to health
- Knowledge of the qualitative, quantitative,

EVIDENCE GUIDE

	<p>cultural and traditional lines of evidence used in naturopathy</p> <ul style="list-style-type: none">• Knowledge of the philosophy, principles and practices of other alternative and complementary therapies including homeopathy, herbal medicine, nutrition and bodywork• Knowledge of the principles of naturopathic practice: vis medicatrix naturae (the healing power of nature); tolle causam (identify and treat the cause); docere (doctor as teacher); treat the whole person; prevention• Knowledge of how naturopathy works with the conventional medical model• Communication skills
<p><i>Resource implications</i></p> <p>Resource requirements may include:</p>	<ul style="list-style-type: none">• An appropriately stocked and equipped clinic or simulated clinic environment• Relevant texts or medical manuals• Relevant paper-based/video assessment instruments• Appropriate assessment environment• Skilled assessors
<p><i>Method of assessment</i></p> <p>Assessment may include:</p>	<ul style="list-style-type: none">• Practical demonstration and simulations• Short tests and essays• Oral questioning and discussion• Case studies and scenarios
<p><i>Context of assessment:</i></p>	<p>This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples of a range of clinical situations.</p>

UNIT HLTNAT10A Prepare and dispense Western Herbal and nutritional medicine

Unit Descriptor

This unit describes the skills required to prepare and dispense western herbal and nutritional medicines according to a script prepared by a Western Herbal Medicine or Naturopathic practitioner.

ELEMENT	PERFORMANCE CRITERIA
1. Recognise common herbs and nutritional ingredients for use in individual prescriptions	<ul style="list-style-type: none">1.1 <i>Common herbs</i> are identified in their natural habitat1.2 Common herbs are identified in their dried form1.3 <i>Nutritional ingredients</i> are identified
2. Prepare herbal and nutritional medicines	<ul style="list-style-type: none">2.1 <i>Pharmaceutical ingredients and equipment</i> are identified and prepared2.2 Medicine is prepared according to <i>the guidelines and methodology</i> of the modality2.3 Medicine is prepared <i>according to clinic guidelines</i>2.4 <i>Care is taken</i> to prevent contamination of or by the medicine2.5 Medicine is <i>labelled and stored correctly</i>
3. Dispense the medicine	<ul style="list-style-type: none">3.1 <i>Dispensing ingredients and equipment</i> are identified and prepared3.2 Required herbal medicine is dispensed in the <i>form</i> and quantity stipulated by the prescription/order3.3 <i>Care is taken</i> to prevent contamination of or by the medicine3.4 Medicine is <i>labelled correctly</i>3.5 <i>Instructions for taking the medicine</i> are provided to the client/patient3.6 <i>Factors which have an effect on storage</i> are identified and explained3.7 Medicine is dispensed according to clinic guidelines
4. Control stock	<ul style="list-style-type: none">4.1 Required materials are obtained from <i>acceptable sources</i>4.2 The pharmacy is kept well stocked <i>according to clinic guidelines</i>

ELEMENT	PERFORMANCE CRITERIA
	4.3 <i>Factors which have an effect on storage are identified</i>
	4.4 <i>Materials are stored according to clinic guidelines</i>
	4.5 <i>An alcohol register is maintained according to State regulations</i>
5. Complete Documentation	5.1 <i>Workplace information is recorded in the appropriate format</i>
	5.2 <i>Materials are labelled correctly</i>

RANGE OF VARIABLES

*Common herbs means at least
100 herbs which must include
but are not limited to:*

- Achillea millefolium
- Allium sativum
- Althea officinalis
- Angelica archangelica
- Apium graveolens
- Arnica montana
- Avena sativa
- Calendula officinalis
- Capsella bursa-pastoris
- Crataegus monogyna and/or oxycanthoides
- Filipendula ulmaria
- Foeniculum vulgare
- Galium aparine
- Hypericum perforatum
- Inula helenium
- Lavandula angustifolia
- Matricaria recutita
- Mentha x piperita
- Plantago lanceolata
- Rosmarinus officinalis
- Rubus idaeus
- Rumex crispus
- Salvia officinalis
- Sambucus nigra
- Silybum marianum
- Stellaria media
- Taraxacum officinale
- Thymus vulgaris
- Urtica dioica
- Verbascum thapsus

RANGE OF VARIABLES

Common herbs must include a minimum of 3 herbs from each specific action category ie

- Anodyne
- Adaptogen
- Alterative
- Analgesic
- Anodyne
- Antiemetic
- Anti-infective
- Anti-inflammatory
- Antiseptic
- Antispasmodic
- Antitussive
- Antiviral
- Aperient
- Aphrodisiac
- Astringent
- Bitter
- Cardioactive
- Carminative
- Cholagogue
- Circulatory stimulant
- Demulcent
- Diaphoretic
- Diuretic
- Eliminative
- Emetic
- Emmenagogue
- Expectorant
- Febrifuge
- Galactagogue
- Hepatic
- Laxative
- Nervine
- Relaxant
- Rubefacient
- Sedative
- Stimulant

RANGE OF VARIABLES

- Stomachic
- Tonic
- Vasodilator
- Vermifuge
- Vulnerary

Nutritional ingredients may include:

- Vitamins
- Minerals
- Amino acids
- Omega oils
- Celloids
- Tissue salts
- Other nutritional extracts or substances

Pharmaceutical ingredients and equipment may include but are not limited to:

- Various raw or prepared herbs
- Nutritional supplements
- Different extraction medium which may include:
 - Water
 - Vinegar
 - Wine
 - Alcohol
 - Ether
 - Glycerol
 - Oil
- Lactose powder or globules
- Medicating alcohol
- Distilled water
- Mortar and pestle
- Clean containers
- Measuring instruments
- Percolator, press and blender
- Containers
- Scoops
- Labels
- Protective clothing

RANGE OF VARIABLES

Guidelines and methodology refers to:

- Published methodology in peer reviewed literature and/or official pharmacopœia where appropriate
- Methodology as described in writing by the prescribing practitioner
- Legal restrictions
- Therapeutic goods act and regulations
- Health and safety; labelling requirements
- Methodology specific to preparing herbal medicines eg scheduled herbs, testing of herbal medicines
- Methodology specific to preparing nutritional supplements and medicines
- Principles of manufacturing medicines

Dispensing ingredients and equipment may include but is not limited to:

- Various raw or prepared herbs
- Nutritional supplements
- Measuring instruments
- Containers
- Scoops
- Labels
- Protective clothing

The form of the medicine may include but is not limited to:

- Creams
- Capsules
- Emulsions
- Ointments
- Suppositories
- Tinctures
- Extracts
- Powders
- Globules
- Pilules
- Tablets
- Pessaries

Care is taken to prevent contamination means:

- One medicine is dispensed at one time
- Medicines are made and prepared over an impervious surface

RANGE OF VARIABLES

- Objects that come in contact with the medicine are cleaned or discarded
- Medicines which come in contact with contaminants are discarded
- The work space is well ventilated
- Direct contact between the practitioner and ingredients is avoided

Clinic guidelines may include:

- OHS guidelines
- Quality system guidelines
- Dispensing procedure
- Hygiene and waste guidelines
- Stock and storage procedures

Instructions for taking the medicine refer to:

- Mode of administration, eg external or internal
- Frequency of administration
- Factors which may interfere with the medicine, eg consumption of food, alcohol or tobacco concurrent use of allopathic medications
- The need to report incidences to the prescribing practitioner

Acceptable sources includes:

- Herbal medicine manufacturers listed in the Therapeutic Goods Administration
- Overseas manufacturers
- Collected and prepared from natural sources after ascertaining that the plant material is uncontaminated by pesticides or other contaminants

Labelled correctly means:

- According to legislative guidelines
- According to clinic requirements

Factors which may have an effect on the storage may include:

- Heat above 50°C
- Prolonged exposure to heat over 30°C
- Prolonged exposure to sunlight

RANGE OF VARIABLES

Workplace information may include:

- Details of preparation and dispensing undertaken
- Stock documentation
- Details of person(s) conducting preparation and dispensing
- Dispensing information for prescriptions

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to correctly identify equipment and ingredients for herbal or nutritional medicine preparation and dispensing
- Demonstrated ability to identify herbal ingredients in raw form and/or natural habitat
- Demonstrated ability to identify herbal ingredients in their dried form where appropriate for medicine preparation
- Demonstrated ability to describe plant classifications
- Demonstrated ability to describe plant nomenclature
- Demonstrated ability to describe general plant anatomy
- Demonstrated ability to utilise general plant identification techniques
- Demonstrated ability to use botanical keys for plants
- Demonstrated ability to prepare medicines for patients in pharmaceutical forms (capsules, emulsions, creams, ointments, suppositories, etc)
- Demonstrated ability to dispense medicines in accordance with official practice, clinic guidelines and relevant legislation
- Demonstrated ability to dispense medicines in a range of dosages
- Demonstrated ability to dispense medicines in accordance with the order/prescription
- Demonstrated ability to confirm supply of necessary materials and services to the dispensing process
- Demonstrated ability to confirm equipment status and condition
- Knowledge of hygiene standards
- Demonstrated ability to access workplace information to identify requirements for the dispensing process
- Demonstrated ability to measure and segregate materials
- Demonstrated ability to pack and label dispensed materials
- Demonstrated ability to sort, collect, treat, recycle

EVIDENCE GUIDE

or dispose of waste

- Demonstrated ability to maintain work area to meet housekeeping standards
- Demonstrated ability to record workplace information
- Demonstrated ability to take corrective action in response to out-of-specification results or non-compliance
- Demonstrated ability to monitor the dispensing process and equipment operation to identify out-of-specification results or non-compliance. This may include:
 - Labeling
 - Stock flow/quantity
 - Measuring devices
 - Materials faults
 - Equipment faults
 - Service faults
- And may include the ability to:
 - Clean and sanitise equipment
 - Carry out routine maintenance

Concurrent assessment and relationship with other units:

- Contribute to the control of infection

Underpinning knowledge and skills:

- Knowledge of herbal medicine pharmacy
- Knowledge of nutritional supplements, their various forms and uses
- Knowledge of factors that affect herbal and nutritional medicines in preparation and storage
- Knowledge of herbal medicine preparation from source materials
- Knowledge of herbal medicine dispensing principles and methods
- Knowledge of nutritional medicine dispensing principles and methods
- Knowledge of the preparation of dispensing media
- Knowledge of internal preparations - culinary plants, common herbal teas, and medicinal preparations and biochemic and bioenergetic

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remedies, cold extracts, cordials, decoctions, essences, herbal honeys, infusions, methaglyns, nutritional supplements, oxymels, powders, spagyric technique, succus, syrups, and tinctures

- Knowledge of chemical and physical incompatibilities
- Knowledge of external therapy products - both medicinal and domestic baths, bath oils, creams, dyes, fomentations, incenses, aromatherapy products, compresses, ointments, perfumes, pomanders, potpourri, poultices, powders, sachets, and salves
- Knowledge of standards of dispensing procedures
- Knowledge of the non-medicinal ingredients used in the preparation of herbal medicines
- Knowledge of prescription of medicines: legal restrictions, Therapeutic Goods Act, Health and safety, labeling requirements; restricted substances, principles of manufacturing; quality control procedures
- Knowledge of how the dispensing process affects the end product
- Knowledge of quality characteristics to be achieved
- Knowledge of process specifications, procedures and operating parameters
- Knowledge of equipment and instrumentation components, purpose and operation
- Knowledge of significance and methods of monitoring control points within the dispensing process
- Knowledge of common causes of variation and corrective action required
- Knowledge of OHS hazards and controls
- Knowledge of waste handling requirements and procedures
- Knowledge of recording requirements and procedures
- Knowledge of methods of administration for herbal medicines

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Dispensing resources
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTNUT1A Apply literature research findings to clinical nutritional practice

Unit Descriptor

This unit describes the skills required to source and evaluate relevant information and apply findings to clinical nutritional practice. This unit requires high level knowledge of nutrition and its effect on a wide range of complex health conditions.

ELEMENT	PERFORMANCE CRITERIA
1. Manage information needs	1.1 Currency of information is assessed 1.2 Clinical information needs are defined 1.3 Information findings are recorded
2. Access information	2.1 Contemporary <i>primary and secondary sources</i> of information are identified 2.2 <i>Established sources of information</i> are identified 2.3 Information is collected and collated
3. Evaluate information	3.1 Primary and secondary sources of information are compared and contrasted 3.2 Relevance of information to clinical treatment strategy within a complementary and alternative health framework is established 3.3 Relevant information is culled and prioritised 3.4 Information findings are correlated with clinical presentation
4. Apply information to treatment strategy	4.1 Integrate information findings with existing treatment strategy 4.2 implement relevant findings into clinical nutrition practice

RANGE OF VARIABLES

<i>Clinical information needs:</i>	<ul style="list-style-type: none">• Information on pathology of specific conditions/diseases• Information on latest treatment pathology options for specific conditions/diseases• Research data on treatment, symptoms, nutritional supplements• Clinical information to assist in meeting specific client/patient health outcomes
<i>Primary information sources:</i>	<ul style="list-style-type: none">• Internet• Medical journals• Nutritional journals• Libraries• Research institutions• Reference books• Relevant texts
<i>Secondary information sources:</i>	<ul style="list-style-type: none">• Other journals• Abstracts• Popular media• Conferences• Presentations
<i>Established information sources:</i>	<ul style="list-style-type: none">• Clinical texts• Reference works• Recognised teachings
<i>Evaluate refers to:</i>	<ul style="list-style-type: none">• Establish the validity and credibility• Establish relevance to meeting information needs• Assess the level of industry recognition• Assess usefulness• Check references
<i>Implement refers to:</i>	<ul style="list-style-type: none">• Include new findings in clinical treatment strategies• Use information to reassess treatment plans

EVIDENCE GUIDE

Critical aspects of evidence:

- Ability to work or model work which demonstrates an ability to apply the underpinning values and philosophies of naturopathy within clinical practice
- Demonstrated ability to identify and plan to meet information needs
- Demonstrated ability to identify and access a range of primary, secondary, new and established information sources
- Demonstrated ability to access and interpret up-to-date information
- Demonstrated ability to critically evaluate information
- Demonstrated ability to prioritise usefulness of information to treatment of specific cases
- Ability to access and critically evaluate reference material on the effects of current conventional drug therapies and their withdrawal
- Demonstrated ability to identify and access relevant reference works and information sources
- Demonstrated ability to appropriately record details of information findings

Concurrent assessment and relationship with other units:

- This unit must be undertaken after the completion of the unit: Provide naturopathic nutritional treatment
- Provide the naturopathic treatment

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Ability to interpret common terminology used in statistical analysis
- Ability to recognise statistical terminology and understand the significance of common statistical analysis
- Knowledge of up-to-date information on nutritional research
- Ability to extrapolate case study information to new cases
- Knowledge of research priorities
- Knowledge of research issues and their uses
- Ability to critically evaluate research
- Knowledge of relevant reference works and information sources
- Ability to access and critically evaluate reference material on the effects of current conventional drug therapies and their withdrawal
- Interpersonal and questioning skills
- Ability to communicate information through written or verbal media

Resource implications

Resource requirements may include:

- Relevant texts , nutritional manuals or research papers
- Relevant journals
- Relevant paper based/video assessment instruments
- Access to internet or on-line research information
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Oral questioning
- Presentations and discussion
- Case studies and scenarios
- Presentation of research review results
- Written questioning

Context of assessment

This unit is can be assessed in the workplace, in a classroom setting or in a distance learning context. Assessment will mostly contain theoretical components and examples covering a range of clinical situations.

UNIT HLTNUT2A

Provide specialised nutritional care

Unit Descriptor

This unit describes the skills required to provide specialised nutritional supplements and/or foods for the therapeutic and prophylactic management of specific health outcomes. This unit requires high level knowledge of nutrition and its effect on a wide range of complex health conditions.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Identify nutritional needs for specific health outcomes | 1.1 Existing nutritional intake is determined
1.2 <i>Nutritional needs</i> are analysed
1.3 <i>Specific health outcome</i> is identified |
| 2. Plan the specialised treatment | 2.1 Impact of changes to nutritional supplementation and / or changes to food intake are considered
2.2 Nutritional approach to meet the specific health outcome is selected |
| 3. Provide the specialised nutritional treatment | 3.1 Specialised treatment plan is implemented according to the <i>various life stage, specific clinical condition</i> , and / or personal health/fitness goals
3.2 <i>Consent for treatment</i> is ensured
3.3 The strategy is fully explained to the client/patient and all enquiries responded to |
| 4. Manage the specialised nutritional treatment | 4.1 <i>Factors which may interfere with the effectiveness of the strategy</i> are taken into account for each dietary regime and nutritional recommendation
4.2 Possible treatment reactions are taken into account for each dietary regime and nutritional recommendation
4.3 <i>Contra-indications</i> are taken into account for each dietary regime and nutritional recommendation
4.4 Reactions to treatment (adverse or otherwise) are recognised and promptly responded to if necessary
4.5 Assessments and recommendations are fully documented
4.6 The treatment plan is reviewed and continuing care negotiated with the client/patient |

RANGE OF VARIABLES

<i>Nutritional needs refers to:</i>	<ul style="list-style-type: none">• Needs arising from a specific condition/disease• Requirements to meet specific health outcomes• Prevention/prophylactic care• Needs arising from analysis of Anthropometric and biochemical data
<i>Specific health outcome may include:</i>	<ul style="list-style-type: none">• Weight loss• Palliation/prevention/prophylaxis and/or management of specific conditions/diseases• Relief from specific symptoms
<i>Specialised Nutritional treatment:</i>	<ul style="list-style-type: none">• Pharmacological dosage of nutritional supplements• Supplementation through foods• Modifications to eating and/or lifestyle patterns• Detoxification or elimination regimes
<i>Various life stage may include:</i>	<ul style="list-style-type: none">• Childhood• Adolescence• Male and female adulthood• Geriatric
<i>Consent for treatment includes:</i>	<ul style="list-style-type: none">• Informed consent according to local and national regulations and guidelines• Consent from appropriate adult in the case of a minor or ward of the State
<i>Factors which interfere with the effectiveness of treatment may include:</i>	<ul style="list-style-type: none">• Other medical treatment being undertaken• Other western medicinal dietary intervention• Client/patient's physical and psychological readiness and/or wellness• Cultural factors• Contraindications to nutritional supplementation or certain dietary changes (ie modified protein intake)• Post treatment activity

EVIDENCE GUIDE

Critical aspects of evidence:

- Ability to work or model work which demonstrates an ability to apply the underpinning values and principles of clinical nutrition within clinical practice
- Demonstrated ability to identify and access a range of primary, secondary, new and established information sources
- Demonstrated ability to determine the nutritional needs of clients/patients with specific human conditions/diseases or health/fitness goals
- Demonstrated ability to correctly identify information needs
- Demonstrated ability to appropriately record details of information findings

Concurrent assessment and relationship with other units:

- This unit to be undertaken after completion of the unit provide naturopathic nutritional treatment

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Knowledge of less common disease states and functional problems of particular groups in society with specific needs including, but not limited to: infants, children, adolescents, elderly, peri- and post-menopausal, pregnant and lactating women
- Knowledge and understanding of the specialised nutritional needs of particular groups in society (e.g. infants, children, adolescents, elderly, peri- and post-menopausal, pregnant and lactating women, recreational and elite athlete/sportspersons)
- Knowledge and understanding of scheduled nutritional supplements, including reasons for scheduling
- Knowledge and understanding of the less common nutritional supplements used for each system/condition, including their active principles and biochemical mechanism of action
- Knowledge of how to select best treatment/medicine within best current practice
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge of appropriate choice of supplements required to achieve specific outcomes
- Knowledge of supplementary measures in the management of optimal health (eg counselling, lifestyle, exercise)
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications to treatment
- Knowledge of nutrient-drug, food-drug interactions
- Knowledge of nutrient toxicity
- Knowledge of advanced biochemistry of food and nutrients
- Knowledge of metabolic pathway imbalances
- Knowledge of nutritional approaches to disease management with regard to therapeutic diets
- Knowledge of pharmacological uses and dosages of nutritional supplements
- Knowledge of blood analysis and biochemical tests to assess vitamin and mineral levels

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- Knowledge of issues such as IV (parenteral) administration of vitamins and minerals
- Knowledge of chelation therapy
- Ability to identify high risk patients in relation to risk of complications, severity of disease process, lifestyle factors and their impact on treatment strategies, time-frame of treatment, and other factors
- Knowledge of dietary requirements for different cultural and religious groups
- Ability to access and critically evaluate reference material on the effects of current conventional drug therapies and their withdrawal
- Interpersonal and questioning skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant journals
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Access to internet or on-line research information
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU1A Apply Oriental therapies assessment framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review an accurate assessment over the course of treatment.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | <ul style="list-style-type: none">1.1 Results of the health assessment are correlated with case history1.2 Signs and symptoms of condition in the client/patient are recognised and identified as pre-requisites for treatment/care1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals1.5 Patterns are analysed and differentiated by assessing signs and symptoms and given priority for treatment1.6 Condition is identified according to stage and related implications1.7 Professional judgment is used to draw sound conclusions and prognosis from the data collected1.8 All assessment signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions on the treatment plan1.9 The client/patient's progress is systematically monitored in order to confirm the clinical impression1.10 History and clinical data is effectively combined to obtain a differential assessment and prognosis |
| 2. Apply oriental therapies assessment framework | <ul style="list-style-type: none">2.1 History and clinical data is gathered, recorded and organised in a way which can be interpreted readily by other health professionals2.2 History and clinical data is compared and contrasted to obtain a differential assessment and prognosis2.3 Information gathered is assessed, patterns are identified through assessment of signs and symptoms and given priority for treatment |

ELEMENTS

PERFORMANCE CRITERIA

- | | | |
|------------------------------|-----|-----------------------------------------------------------------------------------------------------------------------------------|
| | 2.4 | Condition is identified according to stage and related implications (eg empty/full) by applying the eight principles of diagnosis |
| | 2.5 | Information collected throughout the treatment is used to draw sound conclusions and prognosis |
| | 2.6 | Client/patient's progress is systematically monitored in order to confirm the clinical impression |
| 3. Inform the client/patient | 3.1 | Rationale of the treatment assessment plan/prognosis is discussed with the client/patient |
| | 3.2 | Practitioner is able to respond to client/patient enquiries using language the client/patient understands |
| | 3.3 | Referral and collaborative options are discussed with the client/patient if necessary |

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Biological phenomena
- Emotional phenomena
- Psychological phenomena
- Social phenomena
- Spiritual phenomena
- Test or examination results
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

Patterns may refer to:

- Patterns of disharmony

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to demonstrate the application of the ‘four methods’, the eight principles of diagnosis, the six channels and the san jiao
- Ability to determine patterns of disharmony according to oriental therapy framework
- Ability to apply structural and functional relationships
- Demonstrated ability to analyse and interpret static and dynamic movement patterns
- Knowledge of data analysis techniques
- Demonstrated ability to interpret investigative findings
- Ability to interpret letters and other documentation from health professionals that may provide guiding principles and potential contra-indications to treatment
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients

Underpinning knowledge and skills:

- Knowledge of oriental therapies including yoga, tai qi, qi gong, sotai, seitai, corrective exercises
- Knowledge of masunaga meridian palpation assessment
- Back and spinal palpation assessment
- Anatomical or mobility/flexibility assessment
- Knowledge of the fundamental theories of oriental therapies including qi xue, jin-ye, shen and jing, yin and yang, wu xing, jing luo, zang fu, curious fu, oriental therapy diagnosis and the concept of patterns of disharmony, function and dysfunction according to oriental therapies framework, major points and functions, origins and development of disease
- Knowledge of TCM pulse and tongue diagnosis
- Knowledge of TCM pattern differentiation
- Knowledge of relationships between body types and

EVIDENCE GUIDE

symptoms according to five phases theory

- Knowledge of the methods of differentiation which refine aetiology and pathology of disease
- Knowledge of the pattern differentiation in the formulation of treatment principles
- Knowledge of methods of meditation, relaxation, stress management and its effect on health status
- Knowledge of the influence of lifestyle, diet, exercise, personal history and values and attitudes on health
- Knowledge of anatomy and physiology of the body systems according to an oriental therapy framework
- Knowledge of the relational dynamics within and between human behaviour, anatomy and physiology, pathology and the natural world
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of condition
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Observation of performance
- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU2A

Apply Shiatsu assessment framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review an accurate assessment over the course of treatment.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | <ul style="list-style-type: none">1.1 Results of the health assessment are correlated with case history1.2 <i>Signs and symptoms</i> of condition in the client/patient are recognised and identified as pre-requisites for treatment/care1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals1.5 Professional judgement is used to draw sound conclusions and prognosis from the data collected1.6 All assessment signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions on the treatment plan1.7 The client/patient's progress is systematically monitored in order to confirm the clinical impression1.8 History and clinical data is effectively combined to obtain a differential assessment and prognosis |
| 2. Inform the client/patient | <ul style="list-style-type: none">2.1 Rationale of the treatment assessment plan/prognosis is discussed with the client/patient2.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands2.3 Referral and collaborative options are discussed with the client/patient if necessary |

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Biological phenomena
- Emotional phenomena
- Psychological phenomena
- Social phenomena
- Spiritual phenomena
- Test or examination results
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of data analysis techniques
- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients

Underpinning knowledge and skills:

- Knowledge of the four methods of diagnosis (Si zhen)
- Knowledge of anatomy and physiology of the body systems
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of condition
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

Resource implications

Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

EVIDENCE GUIDE

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU3A

Perform Shiatsu health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case.

ELEMENT	PERFORMANCE CRITERIA
1. Determine the scope of the assessment and the client/patient's needs	<ul style="list-style-type: none">1.1 The client/patient's purpose for consultation is established and the symptoms they are experiencing are identified1.2 Client/patient's eligibility for service is determined using clinic/personal policies1.3 Services able to be provided and limits of available services are clearly explained1.4 Client/patient's expectations of the service/clinic are explored and clarified1.5 <i>Factors likely to have a negative impact on assessment</i> are identified in consultation with the client/patient and strategies implemented to minimise the effects of these factors wherever possible1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and practised determine practice at all times1.7 Clients/patients are referred to other <i>health care professionals</i> where their needs are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner their needs of the client/patient are best met by doing so1.8 Legal rights of the client/patient are identified and promoted
2. Obtain and record an accurate history of the client/patient	<ul style="list-style-type: none">2.1 Information required from the client/patient for the <i>client/patient's history</i> is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals2.3 Information is managed in a confidential and secure way
3. Manage the health assessment	<ul style="list-style-type: none">3.1 Informed client/patient consent is obtained prior to conducting tests, in accordance with relevant legislation and regulations

ELEMENT	PERFORMANCE CRITERIA
	<p>3.2 Adequate time is allowed during consultation to gather critical information</p> <p>3.3 Factors that may interfere with the information gathering process are identified and minimised</p> <p>3.4 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p>3.5 <i>Potential sensitivities of the client/patient</i> are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's dignity is maintained at all times</p> <p>3.6 Correlation with the client/patient's complaints is established as much as possible</p> <p>3.7 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>
4. Prepare the client for assessment	<p>4.1 Client/patient boundaries are respected at all times</p> <p>4.2 Client/patient feedback is sought on comfort levels</p> <p>4.3 Suitable environment is prepared to maximise client/patient comfort</p>
5. Make an initial assessment of the client/patient	<p>5.1 Signs of condition are identified according to shiatsu framework</p> <p>5.2 Hara palpation assessment is conducted</p> <p>5.3 Client/patient is assessed through palpation, observation and sensory information gathering techniques</p> <p>5.4 Other <i>appropriate assessment techniques</i> are used</p> <p>5.5 <i>Contra-indications to treatment</i> are identified</p> <p>5.6 Examination is conducted according to local regulation and legislative requirements</p>
6. Perform ongoing health assessment	<p>6.1 Assessment is continually reconsidered during treatment using shiatsu assessment techniques</p> <p>6.2 Questions are used to clarify results and gain further information in a manner relevant to the client/patient's needs and test results</p> <p>6.3 Client feedback is sought on comfort levels</p> <p>6.4 Hara palpation assessment is integrated into the ongoing assessment</p>

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professionals may include:

- Doctors
- Social workers
- Remedial masseuses
- Alternative health practitioners
- Counsellors

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for treatment
- Presenting symptom picture
- General state of health
 - Biological
 - Emotional
 - Psychological
 - Social spiritual
 - Allergies
 - Appetite and eating habits
 - Bowel and urinary habits
 - Menstrual cycle
 - Sleep patterns
 - Exercise
 - Relaxation/leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment
- Medication, supplements and natural prescriptions – current and previous
- Social lifestyle including social drug usage
- Family history

RANGE OF VARIABLES

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Emotional sensitivities
- Presenting disease state and personal history

Other appropriate assessment techniques may include:

- Examination of physical features
- Palpation of the abdomen, back and meridians
- Observation
- Listening and smelling
- Masunaga meridian palpation
- Back and spinal palpation
- Anatomical or mobility/flexibility assessment
- Discussion/questioning
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Contra-indications to treatment may include:

- Infection or infectious diseases
- Inflammation
- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature – hot/cold
- Varicose veins
- Recent severe sprains, bruises or whiplash injuries
- Client/patient under influence of alcohol or drugs
- Extreme fatigue
- Client/patient has eaten substantial meal in last hour prior to treatment
- Bleeding (other than menstruation) and bruising

EVIDENCE GUIDE

Critical aspects of assessment:

- Understanding signs and symptoms of condition
- Demonstrated assessment skills
- Demonstrated record keeping skills
- Knowledge of and ability to use terminology correct to discipline
- Demonstrated ability to identify and describe major diagnostic zones of the body
- Demonstrated ability to assess client/patient using a range of shiatsu assessment techniques
- Demonstrated ability to integrate ongoing assessment into treatment
- Demonstrated communication skills

Concurrent assessment and relationship with other units

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively in the health industry

Underpinning knowledge and skills:

- Awareness of critical information required for diagnosis and treatment according to principles of shiatsu
- Knowledge of back yu points and front mu points and diagnostic zones of hara
- Knowledge of relationships between body types and symptoms according to five phases theory
- Knowledge of diagnostic ability of face, complexion, posture and vitality
- Knowledge of palpatory diagnostic techniques and palpatory sensitivity to conditions of kyo/jitsu (empty/full) meridians
- Knowledge of primary functions of meridians and meridian extensions developed by masunaga
- Knowledge of the basis of health and disease
- Knowledge of yin and yang and the five elements
- Knowledge of the influence of lifestyle, diet, personal history and values and attitudes on health
- Knowledge of the influence of constitution and medical history on personal health
- Knowledge of the influence of rest and activity on health status
- Knowledge of the relationship between physical and social environment and health
- Knowledge of the relational dynamics within and between human behaviour, anatomy and physiology, pathology and the natural world

EVIDENCE GUIDE

- Knowledge of the character and function of tsubo (acu-points)
- Knowledge of relevant testing and assessment options and procedures
- Philosophical approach to diagnosis and treatment
- Knowledge of physiology and anatomy according to shiatsu framework
- Knowledge of symptomology and pathology according to shiatsu framework
- Knowledge of disease processes and affecting factors for a range of common diseases
- Demonstrated ability to read medical reports
- Awareness of time management requirements during consultation
- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry
- Ability to use equipment and technology competently and safely
- Ability to select and use appropriate assessment techniques
- Knowledge of legislative and regulatory requirements

Resource implications
Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment
Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assessments
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTSHU4A

Plan the Shiatsu therapy treatment

Unit Descriptor

This unit describes the skills required to prepare a client/patient for treatment and negotiate a treatment management plan with them over the course of treatment required.

ELEMENT

PERFORMANCE CRITERIA

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|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Select the therapeutic techniques to determine treatment | <ul style="list-style-type: none">1.1 Appropriate <i>therapeutic principles</i> of treatment are determined according to assessment of client/patient and within the skills of competence of the practitioner1.2 <i>Contra-indications to treatment</i> and possible complicating factors are ascertained and treatment used is modified according to shiatsu principles1.3 Treatment, information and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment1.4 Treatment appropriate to client/patient condition is selected, and supported on the basis of established shiatsu practice1.5 Specific treatment options take into consideration possible client/patient compliance issues1.6 <i>Appropriate shiatsu techniques</i> are selected1.7 Client/patient <i>constitution</i> is considered in selecting treatment |
| 2. Discuss the treatment with the client/patient | <ul style="list-style-type: none">2.1 Sufficient time is allocated to conclude sessions at a pace appropriate to the client/patient2.2 Treatment strategy is discussed according to the client/patient's needs2.3 <i>Client/patient compliance</i> is negotiated2.4 <i>Discrepancies</i> between the practitioner's and the client/patient's perception of the condition are clarified2.5 Any perceived risks of the client/patient's condition and treatment are explained2.6 <i>Responsibilities of practitioner and client/patient</i> within the treatment plan are discussed2.7 Management of selected treatment in relation to any other current therapies is negotiated2.8 <i>Treatment evaluation strategies</i> are discussed |

RANGE OF VARIABLES

Therapeutic principles refers to:

- Principles and practices of the shiatsu therapy framework

Contra-indications to treatment and possible complicating factors may include:

- Infection or infectious diseases
- Pain - local sharp, dull, achy, deep, surface
- Fatigue
- Inflammation
- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Mood alterations, eg depression, anxiety
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature – hot/cold

Shiatsu techniques may include:

- A range of shiatsu sequences and techniques
- Tsubo/acu-point techniques
- Moxibustion
- Stretching, posture and exercise techniques
- Elbows, feet, knees, ball of thumb, hand pressure techniques
- Meridian stretching techniques
- Namikoshi, barefoot, and oshashi shiatsu zen shiatsu sequences and techniques
- Hara diagnosis, tonification/dispersion and whole body sequence
- Lifestyle and dietary advice
- Demonstration and explanation of suggested yoga postures, stretches and movements
- Dietary strategy – selection of specific foods preparation and combinations
- Advice on medicinal drinks, poultices and meals
- Spiritual and emotional counselling
- Relaxation techniques
- Meditation
- Tai qi

RANGE OF VARIABLES

- Qi gong/yoga
- Client/patient constitution refers to:*
 - Genetic foundation
 - Body type
 - Fitness
 - Mental attitude
- Client/patient compliance refers to:*
 - Ability to follow instructions or suggestions
 - Willingness to follow instructions or suggestions
- Discrepancies may include:*
 - Client/patient is unaware of the immediate danger of their condition
 - Client/patient is over anxious about their condition
 - Client/patient is unaware of maintaining causes acting on their condition
 - Practitioner is unaware of some implications of the client/patient 's condition
 - Practitioner and client/patient each have a different view of what the main problem is
- Practitioner responsibilities may include:*
 - Isolating the sick person
 - Providing advice on public health matters
 - Appropriate hygienic or sexual behaviour
 - Referring notifiable/communicable disease to a registered doctor
 - Commitment to the treatment plan
 - Discussing relevant contra-indications or potential complications to treatment
 - Reviewing of treatment plan
- Client/patient responsibilities may include:*
 - Following instruction/advice during and post treatment
 - Advising practitioner of any relevant contra-indications or potential complications to treatment
 - Advising practitioner of compliance issues
 - Commitment to the treatment plan
- Treatment evaluation strategies may include:*
 - Discussing and reviewing of response to treatment
 - Reviewing achievement of treatment goals
 - Monitoring time frame for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to read medical reports and other data relevant to the case
- Knowledge of symptomology
- Knowledge of possible obstacles to treatment
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients

Underpinning knowledge and skills:

- Awareness of critical information required for diagnosis and treatment according to shiatsu therapy framework
- Knowledge of traditional dietetics
- Knowledge of the importance of breathing, exercise, hara strengthening
- Knowledge of nutrition, hygiene and personal healthcare strategies
- Knowledge of physiology and anatomy
- Knowledge of symptomology and pathology
- Knowledge of structure and function of anatomical systems
- Knowledge of the principles of human movement and biomechanics
- Technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to identify prominent bones/structures and major muscle groups through palpation
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of enquiry and treatment
- Demonstrated ability to read medical reports

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Anatomical model
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU5A

Provide oriental therapies treatment

Unit Descriptor

This unit describes the skills required to administer client/patient oriental therapy treatment according to the philosophy and practices of an oriental therapy therapeutic framework.

ELEMENT

PERFORMANCE CRITERIA

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|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage treatment | <ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 How treatment is delivered and managed is explained to the client/patient1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 Oriental therapy is provided according to the treatment plan1.6 Reactions to treatment are recognised and promptly responded to if necessary1.7 Time, location and content of future sessions are clearly explained to the client/patient1.8 Recommendations are fully documented |
| 2. Apply therapeutic techniques | <ul style="list-style-type: none">2.1 Oriental therapy techniques are applied2.2 Client is positioned correctly to optimise their comfort and support while allowing optimum application of techniques2.3 Therapist maintains appropriate postures to ensure a controlled distribution of body weight throughout the treatment2.4 Therapist maintains client-focused attention throughout the treatment session2.5 Treatment sequence, location and selection of methods is determined by assessment indications |
| 3. Advise and resource the client | <ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for alleviation of symptoms and promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient |

ELEMENT	PERFORMANCE CRITERIA
	3.4 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient
	3.5 Client/patient independence and responsibility in treatment are promoted wherever possible
4. Review treatment	4.1 Progress is evaluated with the client/patient
	4.2 Effects of previous treatment are identified and recorded
	4.3 Previous treatment plan is reviewed
	4.4 Need for ongoing and/or additional treatment is evaluated
	4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural and/or religious factors
- Contra-indications to treatment
- Post treatment activity
- Overeating
- Intoxication

Mode of administration may include:

- Requirement for feedback and interaction
- Various oriental therapy techniques
- Variations in application intensity
- Requirement of specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Muscular spasms
- Temperature discomfort

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using First Aid procedures according to \St Johns, Australian Red Cross or other appropriate First Aid training
- Maintaining a senior first aid certificate which is renewed at least every three years
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Appropriate postures refers to:

- Balanced distribution of body weight
- Ability to apply direct perpendicular contact pressure to appropriate areas of the body

RANGE OF VARIABLES

- Comfort and safety
- Relaxation of the body
- Size, mobility and flexibility

Oriental therapy techniques may include:

- Acupressure
- An mo
- Tui na
- Gua sha
- Moxibustion
- Point energetics
- Cupping
- Stretching, posture and exercise techniques
- Elbows, feet, knees, ball of thumb, hand pressure techniques
- Meridian stretching techniques
- Namikoshi, barefoot and ohashi shiatsu, zen shiatsu sequences and techniques
- Hara diagnosis, tonification/dispersal and whole body sequences
- Demonstration and explanation of suggested corrective postures, stretches, movements
- Demonstration and explanation of suggested activities such as tai qi, qi gong, yoga, sotai
- Ability to apply relaxation, meditation and stress management techniques
- Dietary strategy - selection of specific foods preparation and combinations
- Advice on medicinal drinks, poultices and meals
- Spiritual and emotional counselling

Assessment indications include:

- Oriental therapy meridian and point locations and indications
- Namikoshi empirical or experimental point locations and indications
- Palpatory evidence or feedback responses
- Masunaga meridian system indications
- Anatomical or mobility/flexibility assessment and indications

RANGE OF VARIABLES

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advise regarding self-care
- Stress management resources
- Environmental modifications
- Counselling within the parameters of training
- Advising client/patient of suggested resources
- Providing of details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Oriental therapy techniques and strategies for improvement
- Postural improvement strategies
- Corrective postures, stretches, movements
- Activities such as tai qi, qi gong, yoga, sotali
- Relaxation, meditation and stress management techniques
- Discussion of causes of condition and suggestion of prevention strategies
- Simple follow-up activities and/or strategies to work on between sessions
- Activities and/or tasks to avoid
- Self-shiatsu techniques
- Dietary suggestions
- Environmental or lifestyle modifications
- Stress management strategies

EVIDENCE GUIDE

Critical aspects of assessment:

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life. These involve:

- Treatment of a range of conditions/disease states
- Incorporation of the philosophies and beliefs of an oriental therapy framework
- Demonstration of the application of commonly used treatment techniques listed under the range of variables
- Treatment according to the individual, condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
- Use of counselling as a treatment method, where competence exists
- A case requiring referral to another health care professional
- Preparation of the patient for treatment according to oriental therapy principles
- Provision of treatment using a range of oriental therapy methods
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- All treatment or care delivered is consistent with legislative and regulatory requirements

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry

Underpinning knowledge and skills:

- Knowledge of history, philosophy and systems of the oriental therapy framework
- Knowledge of the location of acupressure points on the 12 primary meridians, ren mai and du mai
- Understanding of physiology and anatomy
- Knowledge of fundamental structure and function of anatomical systems
- Understanding of the fundamental principles of biomechanics
- Ability to identify prominent bones/structure and major muscle groups through palpation
- Ability to gather and interpret information through the tactile senses

EVIDENCE GUIDE

- Technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to interpret letters and other documentation from other health professionals to assist in administering treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient

Resource Implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Anatomical models
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU6A

Provide specific Shiatsu therapy assessment and care

Unit Descriptor

This unit describes the skills required to provide specific shiatsu therapy care relating to age specific, gender specific and common conditions in each of the phases and epochs of life.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Provide specific care for children and adolescents | <ul style="list-style-type: none">1.1 The <i>case is taken</i> with special reference to the <i>age of the individual</i>1.2 The individual is assessed according to standard guidelines relating to age1.3 The individual is assessed in an age - specific manner after obtaining appropriate consent from the parent/caregiver/guardian if appropriate1.4 Any deviations from the <i>normal percentiles, mental and emotional development norms and physiological features</i> for the age group are recorded1.5 A <i>treatment plan</i> is developed according to findings and potential sensitivities1.6 Steps are taken to ensure the client/patient's dignity is maintained at all times1.7 Factors likely to have a negative impact on assessment are identified in consultation with the client/patient and strategies are implemented to minimise the effects of these factors wherever possible1.8 The <i>treatment plan</i> is implemented |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

ELEMENT	PERFORMANCE CRITERIA
2. Provide specific care for females/males	<p data-bbox="608 302 1278 367">2.1 The <i>case is taken</i> with special reference to the <i>gender of the individual</i></p> <p data-bbox="608 387 1294 495">2.2 The individual is examined in a gender specific manner after obtaining consent from the parent/caregiver/guardian if appropriate</p> <p data-bbox="608 512 1321 651">2.3 A physical examination is conducted with special regard to <i>common conditions</i> of the female/male and findings documented according to clinic guidelines</p> <p data-bbox="608 669 1318 808">2.4 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly and steps are taken to ensure the client/patient's dignity is maintained at all times</p> <p data-bbox="608 826 1318 1003">2.5 Factors likely to have a negative impact on assessment are identified in consultation with the client/patient and strategies are implemented to minimize the effects of these factors wherever possible.</p> <p data-bbox="608 1021 1070 1050">2.6 A <i>treatment plan</i> is developed</p> <p data-bbox="608 1068 1134 1097">2.7 The <i>treatment plan</i> is implemented</p>
3. Provide geriatric care	<p data-bbox="608 1160 1331 1299">3.1 The <i>case is taken</i> with special reference to the <i>age of the individual</i> with special consideration to the client/patient's health, memory, cognitive ability and care requirements</p> <p data-bbox="608 1317 1289 1424">3.2 The health of the client/patient is assessed with special consideration to conditions relating to aging</p> <p data-bbox="608 1442 1289 1581">3.3 Physical examination is conducted with special regard to <i>common conditions</i> of aging and findings documented according to clinic guidelines</p> <p data-bbox="608 1599 1331 1776">3.4 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly and steps are taken to ensure the client/patient's sense of dignity is maintained at all times</p> <p data-bbox="608 1794 1262 1933">3.5 Factors likely to have a negative impact on assessment are identified and strategies are implemented to minimise the effects of these factors wherever possible</p> <p data-bbox="608 1951 1070 1980">3.6 A <i>treatment plan</i> is developed</p> <p data-bbox="608 1998 1134 2027">3.7 The <i>treatment plan</i> is implemented</p>

ELEMENT	PERFORMANCE CRITERIA
4. Provide palliative care	<p data-bbox="683 304 1410 409">4.1 The <i>case is taken</i> with special reference to the <i>age of the individual</i> with special consideration to fears, needs, expectations and care requirements</p> <p data-bbox="683 423 1374 495">4.2 Information on the disease, prognosis, potential risks and relevant tests is obtained</p> <p data-bbox="683 508 1382 613">4.3 The vitality of the client/patient is assessed with special consideration to current needs and any distressing or painful symptoms</p> <p data-bbox="683 627 1150 656">4.4 A <i>treatment plan</i> is developed</p> <p data-bbox="683 672 1398 853">4.5 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's sense of dignity is maintained at all times.</p> <p data-bbox="683 866 1342 1014">4.6 Factors likely to have a negative impact on assessment are identified and strategies are implemented to minimise the effects of these factors wherever possible</p> <p data-bbox="683 1028 1214 1057">4.7 The <i>treatment plan</i> is implemented</p> <p data-bbox="683 1072 1410 1178">4.8 Continued support and communication is provided for the client/patient and carers through the dying process</p> <p data-bbox="683 1191 1398 1263">4.9 Referral to <i>other supportive treatment or services</i> is provided if appropriate</p>
5. Provide prophylactic care and advice	<p data-bbox="683 1330 1315 1359">5.1 Discuss prophylaxis issues with the patient</p> <p data-bbox="683 1375 1334 1447">5.2 Advise client/patient of available lifestyle or dietary options for their situation</p> <p data-bbox="683 1460 1390 1532">5.3 Responsibilities of practitioner and client/patient within the treatment plan are discussed</p> <p data-bbox="683 1545 1374 1617">5.4 Management of selected treatment in relation to any other current therapies is negotiated</p>

ELEMENT	PERFORMANCE CRITERIA
6. Manage the treatment plan	<ul style="list-style-type: none">6.1 The health of the individual is assessed with special regard to common conditions of their age/gender6.2 Therapeutic expectations are documented according to clinic guidelines6.3 Findings, recommendations and treatment are recorded according to clinic guidelines6.4 <i>Follow up visit/s</i> are organised and documented according to clinic guidelines6.5 Actual responses are documented according to clinic guidelines and treatment adjusted accordingly6.6 Patients/clients are advised on possible adverse effects and personal management techniques

RANGE OF VARIABLES

The case is taken may include:

- Antenatal, birth and post natal period information, apgar score, birth weight, feeding method and frequency
- Family history, maternal and paternal
- Growth patterns and changes in the pattern of growth over a series of measurements
- Height, weight and head circumference measurements
- Major milestones in development
- Major milestones in personal and social, fine motor skills, general motor skills and language development to a simplified standard milestone chart
- Age specific considerations (emotional and social) of the adolescent of both genders and the aged
- Memory and intellectual ability of the aging

Age of the individual may include:

- Neonate (birth to 28 days)
- Children
- Adolescence (puberty to adulthood)
- Adulthood
- Sescences

Normal percentiles, mental and emotional development norms and physiological features may refer to:

- Apgar score, birth weight
- Growth patterns and changes in the pattern of growth
- Height, weight and head circumference measurements
- Major milestones in development
- Personal and social skills, fine motor skills, general motor skills and language development
- Standard milestone chart
- Ages specific considerations (emotional and social) of the adolescent of both genders and the aged
- Tongue colour and coating
- Pulse type
- Muscle and skin tone
- Constitutional type

RANGE OF VARIABLES

- Index finger venule
- Complexion
- Shan gan
- Shen
- Facial zones - eyes, nose, ears, mouth, cheeks,
- Fingernails
- Hara
- Urine and stool
- Diet
- Thirst
- Behaviour

Common conditions may include:

- Injuries
- Over exertion
- Over- or improper consumption of foods or fluids
- Pain - local sharp, dull, achy, deep, surface
- Migraines, headaches
- Rashes
- Oedema
- Urinary and defecation disorders
- Sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature – hot/cold
- Varicose veins
- Sprains, bruises or whiplash injuries
- Influence of prescribed/non prescribed drugs

A treatment plan may include:

- Providing guidance on breast and/or alternative feeding methods and the weaning of children
- Describing the importance of breast feeding and the suitability of alternative commonly available feeding formula/s and the weaning process
- Toilet training, bladder reprogramming exercises in the postpartum period and in older aged patient/client
- Using therapeutic interview

RANGE OF VARIABLES

- Removing or alleviating of environmental factors likely to impede progress
- Researching of allopathic medication for iatrogenic influences

Particular state may include:

- Pre pubescent female
- Non pregnant female
- Pregnant female
- Climactic female
- Post menopausal female

Follow up visit may include:

- Regular phone or face to face contact/consultations eg hourly, daily or weekly depending on patient/client's condition
- Monthly phone/long distance or face to face consultations
- SOS, face to face or phone/long distance consultations

Actual responses may include:

- Amelioration sustained
- Amelioration short lived
- Mild aggravation
- Prolonged aggravation
- No response

Other supportive treatment or services may include:

- TCM - herbs, acupuncture etc
- Body work – massage, reiki, kinesiology etc
- Remedial therapy
- Aromatherapy
- Acupuncture
- Cancer or AIDS support foundations
- Local palliative care associations
- Counsellors
- Nursing community care services

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the shiatsu framework
- Knowledge of the principles and tools of shiatsu practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to explain relevant services
- Demonstrated age - appropriate communication skills in a one-to-one and group setting
- Demonstrated ability to conduct an age specific external physical examination with minimal internal examination: eyes, ears, mouth and throat
- Demonstrated ability to provide the treatment in an age specific manner
- Demonstrated ability to appropriately record details of client/patient treatment according to clinic guidelines
- Demonstrated ability to give specific care according to the age and gender and specific care needs of the client/patient
- Demonstrated ability to give palliative treatment honestly and with compassion and respect for the individual and carers
- Concurrent assessment and relationship with other units
- Provide the treatment

Underpinning knowledge and skills:

- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the health issues commonly affecting males and females in various epochs
- Knowledge of anatomy and physiology from neonatal development, childhood and the changes relating to aging
- Ability to communicate in one-to-one and group settings in an age appropriate manner.

EVIDENCE GUIDE

	<ul style="list-style-type: none">• Basic external physical examination and internal inspection of ears, eyes and throat• Knowledge of clinical anatomy and physiology related to the disease process and treatments of the terminally ill• Knowledge of basic counselling and grief counselling with special reference to death and dying
Resource implications <i>Resource requirements may include:</i>	<ul style="list-style-type: none">• Relevant texts or medical manuals• Relevant paper-based/video assessment instruments• Appropriate assessment environment• Skilled assessors• Measuring tape, measuring blocks and scales• Basic physical examination equipment• Age specific toys• Infection control equipment
Method of assessment <i>Assessment may include:</i>	<ul style="list-style-type: none">• Short tests and essays• Oral questioning and discussion• Actual or simulated clinical encounters
<i>Context of assessment:</i>	<p>This unit is most appropriately assessed in a clinical or simulated clinical environment. Assessment may contain a practical emphasis and examples covering a range of clinical situations.</p>

UNIT HLTSHU7A

Provide the Shiatsu treatment

Unit Descriptor

This unit describes the skills required to administer client/patient shiatsu treatment according to the philosophy and practices of a shiatsu therapeutic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 <i>Factors which may interfere with the effectiveness of the treatment</i> are explained1.2 How <i>treatment is delivered</i> and managed is explained to the client/patient1.3 Client/patient is requested to monitor <i>reactions</i> and contact practitioner as required1.4 <i>Consent</i> for treatment is ensured1.5 Shiatsu is provided according to the treatment plan1.6 Reactions to treatment are recognised and promptly <i>responded</i> to if necessary1.7 Time, location and content of future sessions are clearly explained to the client/patient1.8 Recommendations are fully documented
2. Apply therapeutic techniques	<ul style="list-style-type: none">2.1 Manual perpendicular pressure directed from the hara is applied to the body2.2 The condition and response of the client is utilised as a continual feedback to the initial assessment2.3 The <i>shiatsu treatment</i> incorporates contact with all major body regions within a reasonable time frame2.4 The client is positioned correctly to optimise their comfort and support while allowing optimum application of techniques2.5 The therapist maintains <i>appropriate postures</i> to ensure a controlled distribution of body weight throughout the treatment2.6 The therapist maintains client-focused attention throughout the treatment session2.7 Treatment sequence, location and degree of pressure applied is determined by <i>assessment indications</i>

ELEMENT	PERFORMANCE CRITERIA
3. Advise and resource the client	<ul style="list-style-type: none">3.1 Client/patient is educated in relevant and <i>practical techniques</i> for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient3.4 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.5 Client/patient independence and responsibility in treatment are promoted wherever possible
4. Review treatment	<ul style="list-style-type: none">4.1 Progress is evaluated with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated and referrals provided where appropriate4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural and/or religious factors
- Contra-indications to treatment
- Post treatment activity
- Overeating
- Intoxication

The way treatment is delivered may include:

- Requirement for feedback and interaction
- Various shiatsu techniques
- Variations in application intensity
- Requirement of specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Emotional
- Muscular spasms
- Temperature discomfort

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Use of First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Maintaining a senior First Aid certificate which is renewed at least every three years
- Accessing local emergency services

Shiatsu treatments may include:

- A range of shiatsu sequences and techniques

RANGE OF VARIABLES

- Tsubo/acu-point techniques
- Moxibustion
- Stretching, posture and exercise techniques
- Elbows, feet, knees, ball of thumb, hand pressure techniques
- Meridian stretching techniques
- Namikoshi, barefoot, and oshashi shiatsu zen shiatsu sequences and techniques
- Hara diagnosis, tonification/dispersion and whole body sequence
- Lifestyle and dietary advice
- Demonstration and explanation of suggested yoga postures, stretches and movements
- Relaxation techniques
- Meditation

Appropriate postures refers to:

- Balanced distribution of body weight
- Ability to apply direct perpendicular contact pressure to appropriate areas of the body
- Comfort and safety
- Relaxation of the body
- Size, mobility and flexibility

Assessment indications include:

- Meridian and point locations and indications
- Namikoshi, empirical or experimental point locations and indications
- Palpatory evidence or feedback responses
- Masunaga meridian system and indications
- Hara (abdominal) palpation diagnosis systems and indications
- Anatomical or mobility/flexibility assessment and indications

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Stress management resources
- Environmental modifications

RANGE OF VARIABLES

- Advising client/patient of suggested resources
- Providing of details which help to fully inform patient/client of relevant information
- Providing referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Postural improvement strategies
- Discussion of causes of condition and suggestion of prevention strategies
- Simple follow-up activities and/or strategies to work on between sessions
- Activities and/or tasks to avoid
- Self-shiatsu techniques
- Environmental or lifestyle modifications
- Stress management strategies

EVIDENCE GUIDE

Critical aspects of assessment:

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life. These involve:

- Treatment of a range of clients
- Incorporation of the philosophies and beliefs of a shiatsu framework
- Demonstration of the application of commonly used treatment techniques listed under the range of variables
- Treatment according to the individual, condition and the presence of complicating factors. Using the safest, most efficacious method that is also cost effective to the patient
- A case requiring referral to another health care professional
- Preparation of the patient for treatment according to shiatsu principles
- Provision of treatment
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- All treatment or care delivered is consistent with legislative and regulatory requirements

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Knowledge of history, philosophy and beliefs of the shiatsu therapy framework
- Understanding of physiology and anatomy
- Knowledge of fundamental structure and function of anatomical systems
- Understanding of the fundamental principles of biomechanics
- Ability to identify prominent bones/structure and major muscle groups through palpation
- Ability to gather and interpret information through the tactile senses
- Technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient

Resource implications

Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Anatomical models
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU8A

Work within a Shiatsu framework

Unit Descriptor

This unit describes the skills required to work effectively within a shiatsu framework.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate commitment to the central philosophies of shiatsu practice	<ul style="list-style-type: none">1.1 Definition of shiatsu and the shiatsu system of medicine is provided1.2 Historical development of shiatsu is provided1.3 <i>Central philosophies of shiatsu</i> are identified and explained1.4 Practitioner applies shiatsu philosophy to his/her own health practices1.5 Practitioner draws on shiatsu philosophy to interpret health issues
2. Identify and describe the principles and practices of shiatsu	<ul style="list-style-type: none">2.1 <i>Major methods of treatment</i> used in shiatsu are identified and described2.2 <i>Other complementary therapies</i> used in shiatsu are identified and described2.3 <i>Shiatsu assessment techniques</i> are identified and described
3. Develop knowledge of complementary therapies	<ul style="list-style-type: none">3.1 <i>Information</i> on other complementary therapies is provided3.2 <i>Relationship between therapies</i> is identified
4. Represent shiatsu framework to the community	<ul style="list-style-type: none">4.1 Practices and principles of shiatsu can be explained in an easily understood way in a one-to-one and group setting4.2 <i>Enquiries</i> are clarified and <i>appropriate information</i> is provided4.3 Requests for client/patient to bring relevant data to the consultation are made4.4 Alternative sources of information/advice are discussed with the client/patient
5. Work within clinic and regulation guidelines	<ul style="list-style-type: none">5.1 <i>Clinic guidelines</i> are accessed and followed5.2 <i>Legal and regulatory guidelines</i> are accessed and followed5.3 <i>Relevant documentation</i> is undertaken

RANGE OF VARIABLES

Central philosophies of shiatsu include:

- Meridians
- Yin and yang
- Kyo and jitsu
- Hara
- Five phase/element theory
- Development of personal health strategy eg ki building and ki projection

Major methods of treatment include:

- A range of shiatsu sequences and techniques
- Tsubo/acu-point techniques
- Moxibustion
- Stretching, posture and exercise techniques
- Elbows, feet, knees, ball of thumb, hand pressure techniques
- Meridian stretching techniques
- Namikoshi, barefoot, and ohashi shiatsu zen shiatsu sequences and techniques
- Hara diagnosis, tonification/dispersion and whole body sequence
- Lifestyle and dietary advice
- Relaxation techniques
- Meditation

Other complementary therapies may include:

- Traditional Chinese Massage
- Therapies in which the practitioner is trained or informed

Shiatsu assessment techniques may include:

- Examination of physical features
- Palpation of the abdomen, back and meridians
- Observation
- Listening and smelling
- Masunaga meridian palpation assessment
- Back and spinal palpation assessment
- Anatomical or mobility/flexibility assessment
- Discussion/questioning
- Any other method in which the practitioner has been trained to a competent standard
- Procedures which are conducted according to legislative and regulatory requirements

RANGE OF VARIABLES

Information on other complementary therapies may include:

- Historical development
- Current availability
- Tools and techniques
- Interactions between different therapies
- When therapies may be used
- Underpinning philosophy

Relationship between therapies may include:

- Contraindications to treatment
- Effects of one treatment over or with another
- Treatment according to stage of condition

Enquiries may require explanation of:

- Duration of treatment
- Limitations of expected treatment outcomes
- Possible approaches to treatment
- Estimated cost of treatment
- Availability of health fund rebates
- Work cover eligibility
- Limitations of professional status of practitioner
- Availability of home visits
- After hours service
- Provision for hospital visits.

Appropriate information may include:

- Confirmation of appointment date and time
- Clinic location and directions
- Cost of initial consultation
- Payment options

Clinic's guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

RANGE OF VARIABLES

*Relevant documentation
may include:*

- Nature of enquiry
- Client/patient contact details
- Recording of incidents
- Appointment details

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the shiatsu framework
- Knowledge of the philosophies, principles and tools of shiatsu practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

EVIDENCE GUIDE

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of western and eastern medicine
- Knowledge of the history and development of shiatsu
- Knowledge of the effects of shiatsu application to the body surface
- Knowledge of the theory of meridian therapy
- Knowledge of sociology of health and the healthcare system
- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to health
- Knowledge of the eastern medicine integration of these approaches to health
- Basic knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in shiatsu
- Basic knowledge of the principles of shiatsu therapy and its epistemology within the therapeutic systems of the east and west
- Knowledge of the principles of hara and its role in shiatsu
- Knowledge of the concepts of ki (qi or chi), kyo and jitsu, tonification and dispersal and masanaga's zen shiatsu
- Ability to communicate in group and one-to-one settings

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

EVIDENCE GUIDE

Method of assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU9A Maintain Shiatsu personal health and awareness and fulfill professional responsibilities

Unit Descriptor

This unit covers the skills required for the shiatsu therapist to maintain personal and professional health in order to effectively treat clients/patients and to maintain professional integrity.

ELEMENT	PERFORMANCE CRITERIA
1. Establish and implement a personal health strategy	<ul style="list-style-type: none">1.1 Personal health and awareness is developed according to values consistent with shiatsu philosophy and practice1.2 The demonstration and maintenance of self discipline, personal values and professional identity provides a guide for personal and community health1.3 The behaviour and presentation of the therapist demonstrates punctuality, mental and physical stamina, focussed attention, genuine interaction and consistency with their own advice
2. Develop an appreciation of the human condition	<ul style="list-style-type: none">2.1 An understanding and respect of influences on human behaviour and health is reflected in interaction with others2.2 Cultural, gender and other differences are acknowledged and respected
3. Develop a professional identity	<ul style="list-style-type: none">3.1 The roles and abilities of the shiatsu therapist within the community in which he or she practices are recognised, understood and carried out in accordance with accepted standards3.2 The practice setting is appropriate to the standards and requirements of the client/patient, the profession and the public3.3 The therapist demonstrates confidence, recognition of self-limits and a capacity to establish and maintain a professional shiatsu practice
4. Interact with the health care profession	<ul style="list-style-type: none">4.1 Communication with other members of the shiatsu profession, other health care professionals and the general public, is cultivated sufficiently to identify, develop and maintain professional standards

ELEMENT

PERFORMANCE CRITERIA

- 4.2 Information critical to responsible client/patient management is received or dispatched to other professionals or services
- 4.3 External case management or intervention selected by the client/patient is respected and acknowledged

RANGE OF VARIABLES

Personal health and awareness may be developed by:

- Receiving shiatsu or other health maintenance practices and accepting the observations or other health professionals
- Administering of self-shiatsu
- Meditation or other introspective practices
- Professional counselling
- Peer support networks
- Regular exercise

Values consistent with shiatsu philosophy and practice include:

- The recognition of a natural order
- The concept and importance of dynamic equilibrium of complementary forces, described as yin and yang
- The concept of the pervasiveness of ki or qi (creative life force) which motivates life in all its manifestations, within the body and throughout the universe
- The cycles of movement of ki or qi throughout the body via meridian pathways
- The importance of health maintenance and self-cultivation
- Respect and compassion for the human condition
- Non-judgemental behaviour

Self discipline, personal values and professional identity may be demonstrated through:

- Attitudes, composure and dialogue which occurs within the practice setting
- Condition and maintenance of clinic premises
- Behaviours and activities within the public domain
- Promotional and information literature made available by the therapist to clients and the public

Behaviour and presentation of the therapist encompasses:

- Clinic environment
- Personal appearance
- Technical performance of shiatsu
- Demonstrable attitudes and values
- Working within physical and emotional limitations
- A personal sense of wellbeing

Influences on human behaviour and health include:

- Age
- Ethnic and
- Cultural origins
- Gender

RANGE OF VARIABLES

Interaction with others refers to:

- Physical
- Verbal
- Non-verbal
- Clinical and Public interaction

Self-limits refers to:

- Individual level of competency
- Scope of experience
- Physical endurance
- Availability and commitment to clients/patients
- Awareness of bias and inappropriate responses

Communication may be by:

- Journals and other publications
- Association or other meetings
- Peer support networks and groups
- Continuing education workshops and seminars
- Other verbal or written communication between individuals

Standards include:

- Competency-based standards
- Accepted business practice standards
- Personal and professional conduct consistent with accepted codes of ethics and conduct
- Membership of relevant professional associations

EVIDENCE GUIDE

Critical aspects of assessment:

- Participation in two or more of the personal health and awareness activities listed in the range of variables
- Demonstrated ability to define own health status and identify most appropriate self-health activities
- Demonstrated ability to present in a manner consistent with the values of shiatsu philosophy (personal self-care, non-judgementalism etc)
- Demonstrated ability to represent the practice of shiatsu in one-to-one and group settings
- Demonstrated ability to keep clinic environment clean and well maintained
- Well kept personal presentation
- Demonstrated ability to interact with others in the health care profession

Concurrent assessment and relationship with other units:

- Work within a Shiatsu Framework

Underpinning knowledge and skills:

-
- Knowledge of shiatsu history and philosophy
- Knowledge of appropriate self-reflection techniques
- Knowledge of relevant self-development practices
- Knowledge of personal health status
- Knowledge of personal strengths and limitations
- Knowledge of financial and legal issues surrounding professional healthcare practice
- Knowledge of relevant codes of conduct and ethics
- Knowledge of association standards of practice
- Knowledge of case management skills
- Knowledge of role distinctions in the therapeutic context
- Knowledge of local government regulations
- Knowledge of referral resources
- Knowledge of career and continuing education pathways
- Knowledge of basic medical report interpretation

Resource implications

Resource requirements may include:

- Relevant paper-based assessment instruments
- Appropriate assessment environment

EVIDENCE GUIDE

Method of assessment

Assessment may include:

- Participation in learning activities
- Log/book/journal
- Written assignment with practical demonstration
- Oral questioning
- Observation

Context of assessment:

This unit is most appropriately assessed in a classroom or workplace setting. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTSHU10A

Perform Shiatsu therapy health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | <ul style="list-style-type: none">1.1 Client/patient's purpose for consultation is established and the symptoms experienced are identified1.2 Client/patient's eligibility for service is determined using clinic/personal policies1.3 Services able to be provided and limits of available services are clearly explained1.4 Client/patient's expectations of the service/clinic are explored and clarified1.5 <i>Factors likely to have a negative impact on assessment</i> are identified in consultation with the client/patient and strategies implemented to minimise the effects of these factors wherever possible1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and determine practice at all times1.7 Client/patient are referred to other <i>healthcare professionals</i> where their needs are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner their needs of the client/patient are best met by doing so1.8 The legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | <ul style="list-style-type: none">2.1 Information required from the client/patient for the <i>client/patient's history</i> is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals2.3 Information is managed in a confidential and secure way |

ELEMENT	PERFORMANCE CRITERIA
3. Manage the health assessment	<p data-bbox="603 302 1337 405">3.1 Informed client/patient consent is obtained prior to conducting tests, in accordance with relevant legislation and regulations</p> <p data-bbox="603 423 1299 488">3.2 Adequate time is allowed during consultation to gather critical information</p> <p data-bbox="603 506 1283 571">3.3 Factors that may interfere with the information gathering process are identified and minimised</p> <p data-bbox="603 589 1283 694">3.4 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p data-bbox="603 712 1321 887">3.5 <i>Potential sensitivities of the client/patient</i> are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's dignity is maintained at all times</p> <p data-bbox="603 904 1331 969">3.6 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner</p> <p data-bbox="603 987 1278 1137">3.7 The reliability of data obtained is assessed and appropriate clinical correlation with the client/patient's complaints is established as possible</p> <p data-bbox="603 1155 1310 1261">3.8 Any decision to propose laboratory tests is based on the integration of previously obtained clinical data and history</p> <p data-bbox="603 1279 1299 1344">3.9 The protocol required by the clinic in proposing tests is adhered to</p> <p data-bbox="603 1361 1310 1426">3.10 Correlation with the client/patient's complaints is established as much as possible</p> <p data-bbox="603 1444 1251 1550">3.11 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>
4. Prepare the client for assessment	<p data-bbox="603 1619 1331 1648">4.1 Client/patient boundaries are respected at all times</p> <p data-bbox="603 1666 1251 1731">4.2 Client/patient feedback is sought on comfort levels</p> <p data-bbox="603 1749 1272 1814">4.3 Suitable environment is prepared to maximise client/patient comfort</p>
5. Make an initial assessment of the client/patient	<p data-bbox="603 1883 1262 1948">5.1 Signs of condition are identified according to shiatsu philosophy</p> <p data-bbox="603 1966 1190 1995">5.2 Hara palpation assessment is conducted</p>

ELEMENT	PERFORMANCE CRITERIA
6. Perform ongoing health assessment	5.3 Client/patient is assessed through palpation, observation and sensory information gathering techniques
	5.4 Other <i>appropriate assessment techniques</i> are used
	5.5 <i>Contra-indications to treatment</i> are identified
	5.6 Examination is conducted according to local regulation and legislative requirements
	6.1 Assessment is continually reconsidered during treatment using shiatsu assessment techniques
	6.2 Questions are used to clarify results and gain further information in a manner relevant to the client/patient's needs and test results
	6.3 Client feedback is sought on comfort levels
	6.4 Hara palpation assessment is integrated into the ongoing assessment

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professionals may include:

- Doctors
- Social workers
- Remedial masseuses
- Alternative health practitioners
- Counsellors

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for treatment
- Presenting symptom picture
- General state of health :
 - Biological
 - Emotional
 - Psychological
 - Social spiritual
 - Allergies
 - Appetite and eating habits
 - Bowel and urinary habits
 - Menstrual cycle
 - Sleep patterns
 - Exercise
 - Relaxation/leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment
- Medication, supplements and natural prescriptions – current and previous

RANGE OF VARIABLES

- Social lifestyle including social drug use
- Family history

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Emotional sensitivities
- Presenting disease state and personal history

Other appropriate assessment techniques may include:

- Examination of physical features
- Palpation of the abdomen, back and meridians
- Observation
- Listening and smelling
- Masunaga meridian palpation
- Back and spinal palpation
- Anatomical or mobility/flexibility assessment
- Discussion/questioning
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Contraindications to treatment may include:

- Infection or infectious diseases
- Inflammation
- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature – hot/cold
- Varicose veins
- Recent severe sprains, bruises or whiplash injuries

RANGE OF VARIATIONALS

- Client/patient under influence of alcohol or drugs
- Extreme fatigue
- Client/patient has eaten substantial meal in last hour prior to treatment
- Bleeding (other than menstruation) and bruising

EVIDENCE GUIDE

Critical aspects of assessment:

- Understanding signs and symptoms of condition
- Demonstrated assessment skills
- Demonstrated record keeping skills
- Knowledge of and ability to use terminology correct to discipline
- Demonstrated ability to identify and describe major diagnostic zones of the body
- Demonstrated ability to assess client/patient using a range of shiatsu assessment techniques
- Demonstrated ability to integrate ongoing assessment into treatment
- Demonstrated communication skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively in the health industry

Underpinning knowledge and skills:

- Awareness of critical information required for diagnosis and treatment according to principles of shiatsu
- Knowledge of back yu points and front mu points and diagnostic zones of hara
- Knowledge of relationships between body types and symptoms according five phases theory
- Knowledge of diagnostic ability of face, complexion, posture and vitality
- Knowledge of palpatory diagnostic techniques and palpatory sensitivity to conditions of kyo/jitsu (empty/full) meridians
- Knowledge of primary functions of meridians and meridian extensions developed by masunaga

EVIDENCE GUIDE

- Knowledge of the basis of health and disease
- Knowledge of yin and yang and the five elements
- Knowledge of the influence of lifestyle, diet, personal history and values and attitudes on health
- Knowledge of the influence of constitution and medical history on personal health
- Knowledge of the influence of rest and activity on health status
- Knowledge of the relationship between physical and social environment and health
- Knowledge of the relational dynamics within and between human behaviour, anatomy and physiology, pathology and the natural world
- Knowledge of the character and function of tsubo (acu-points)
- Knowledge of relevant testing and assessment options and procedures
- Philosophical approach to diagnosis and treatment
- Knowledge of physiology and anatomy according to shiatsu framework
- Knowledge of symptomology and pathology according to shiatsu framework
- Knowledge of disease processes and affecting factors for a range of common diseases
- Demonstrated ability to read medical reports
- Awareness of time management requirements during consultation
- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry
- Ability to use equipment and technology competently and safely
- Ability to select and use appropriate assessment techniques
- Knowledge of legislative and regulatory requirements

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assessments
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTSHU11A

Apply Shiatsu therapy assessment framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review an accurate assessment over the course of treatment.

ELEMENT

PERFORMANCE CRITERIA

1. Analyse and interpret
information received

- 1.1 Results of health assessment are correlated with case history
- 1.2 *Signs and symptoms* of condition in the client/patient are recognised and identified as pre-requisites for treatment/care
- 1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner
- 1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals
- 1.5 *Patterns* are analysed and differentiated by assessing signs and symptoms and given priority for treatment
- 1.6 Condition is identified according to stage and related implications (eg empty/full) by applying the eight principles of diagnosis
- 1.7 Professional judgement is used to draw sound conclusions and prognosis from the data collected
- 1.8 All assessment signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions on the treatment plan
- 1.9 Client/patient progress is systematically monitored in order to confirm the clinical impression
- 1.10 History and clinical data is effectively combined to obtain a differential assessment and prognosis

2. Inform the client/patient

- 2.1 Rationale of the treatment assessment plan/prognosis is discussed with the client/patient
- 2.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands
- 2.3 Referral and collaborative options are discussed with the client/patient if necessary

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Biological phenomena
- Emotional phenomena
- Psychological phenomena
- Social phenomena
- Spiritual phenomena
- Test or examination results
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

Patterns may refer to:

- Energetic patterns

EVIDENCE GUIDE

Critical aspects of assessment include:

- Knowledge of data analysis techniques
- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients

Underpinning knowledge and skills:

- Knowledge of the four methods of diagnosis (si zhen)
- Knowledge of anatomy and physiology of the body systems
- Knowledge of the eight principles of differentiation (ba gang bian zheng)
- Knowledge of the methods of differentiation which further refine aetiology and pathology of disease
- Knowledge of the pattern differentiation in the formulation of treatment principles
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of condition
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

Resource Implications

Resource requirements may include:

- A fully stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

EVIDENCE GUIDE

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTTCM1A Apply TCM Remedial Massage (An Mo Tui Na) assessment framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review an accurate assessment over the course of treatment, according to a TCM Remedial Massage framework.

ELEMENT	PERFORMANCE CRITERIA
1. Analyse and interpret information received	<ul style="list-style-type: none">1.1 Results of the health assessment are correlated with case history1.2 Signs and symptoms of condition in the client/patient are recognised and identified as pre-requisites for treatment/care1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals1.5 Patterns are analysed and differentiated by assessing signs and symptoms and given priority for treatment1.6 Condition is identified according to stage and related implications1.7 Professional judgement is used to draw sound conclusions and prognosis from the data collected1.8 All assessment signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions on the treatment plan1.9 The client/patient's progress is systematically monitored in order to confirm the clinical impression1.10 History and clinical data is effectively combined to obtain a differential assessment and prognosis
2. Inform the client/patient	<ul style="list-style-type: none">2.1 Rationale of the treatment assessment plan/prognosis is discussed with the client/patient2.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands2.3 Referral and collaborative options are discussed with the client/patient if necessary

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Biological phenomena
- Emotional phenomena
- Psychological phenomena
- Social phenomena
- Spiritual phenomena
- Test or examination results
- Sensations
- Onset
- Duration
- Location
- Causation
- Direction of chief complaint
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

Patterns may refer to:

- Patterns of disharmony

EVIDENCE GUIDE

Critical aspects of assessment include:

- Ability to demonstrate the application of the ‘four methods’; the eight principles of diagnosis; the six channels and the san jiao, Qi Blood and fluids, zang fu organ syndromes
- Ability to determine patterns of disharmony according to TCM
- Knowledge of data analysis techniques
- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients

Underpinning knowledge and skills:

- Knowledge of the fundamental theories of TCM including qi xue, jin-ye, shen and jing, yin and yang, wu xing, jing luo, zang fu, curious fu, TCM diagnosis and the concept of patterns of disharmony, function and dysfunction according to TCM, major points and functions, origins and development of disease
- Knowledge of the methods of differentiation which refine aetiology and pathology of disease
- Knowledge of the pattern differentiation in the formulation of treatment principles
- Knowledge of the influence of lifestyle, diet, personal history, values and attitudes on health
- Knowledge of anatomy and physiology of the body systems
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of condition
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Ability to write referrals, appraisal letters for insurance companies and other documentation

EVIDENCE GUIDE

- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTTCM2A

Perform TCM Remedial Massage (An Mo Tui Na) health assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case using TCM Remedial Massage assessment techniques.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and the client/patient's needs | 1.1 Client/patient's purpose for consultation is established and symptoms identified |
| | 1.2 Client/patient's eligibility for service is determined using clinic/personal policies |
| | 1.3 Services provided and limits of available services are clearly explained |
| | 1.4 Client/patient's expectations of the service/clinic are explored and clarified |
| | 1.5 Factors likely to have a negative impact on assessment are identified in consultation with the client/patient and wherever possible strategies implemented to minimise the effects of these factors |
| | 1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and determine practice at all times |
| | 1.7 Client/patient are referred to other health care providers where their needs are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner their needs are best met by doing so |
| | 1.8 Legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the client/patient's history is sought in a respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals |
| | 2.3 Information is managed in a confidential and secure way |

ELEMENTS	PERFORMANCE CRITERIA
3. Manage the health assessment	<p data-bbox="608 253 1342 360">3.1 Informed client/patient consent is obtained prior to conducting tests, in accordance with relevant legislation and regulations</p> <p data-bbox="608 376 1305 443">3.2 Adequate time is allowed during consultation to gather critical information</p> <p data-bbox="608 459 1292 526">3.3 Factors that may interfere with the information gathering process are identified and minimised</p> <p data-bbox="608 542 1289 649">3.4 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed</p> <p data-bbox="608 665 1329 840">3.5 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly to take these into account and steps are taken to ensure the client/patient's dignity is maintained at all times</p> <p data-bbox="608 855 1342 922">3.6 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner</p> <p data-bbox="608 938 1286 1046">3.7 The reliability of data obtained is assessed and appropriate clinical correlation with the client/patient's complaints is established</p> <p data-bbox="608 1061 1331 1169">3.8 Any decision to carry out laboratory tests is based on the integration of previously obtained clinical data and history</p> <p data-bbox="608 1184 1313 1252">3.9 Protocol required by the agency in ordering tests is adhered to</p> <p data-bbox="608 1267 1257 1375">3.10 All information is accurately recorded in a systematic manner in accordance with clinic guidelines</p>
4. Prepare the client for assessment	<p data-bbox="608 1435 1337 1464">4.1 Client/patient boundaries are respected at all times</p> <p data-bbox="608 1480 1262 1547">4.2 Client/patient feedback is sought on comfort levels</p> <p data-bbox="608 1563 1305 1630">4.3 A suitable environment is prepared to maximise client/patient comfort</p>
5. Make an assessment of the client/patient	<p data-bbox="608 1693 1270 1760">5.1 Signs of condition are identified according to TCM therapy framework</p> <p data-bbox="608 1776 1289 1883">5.2 Client/patient is assessed through palpation, observation and sensory information gathering techniques</p> <p data-bbox="608 1899 1326 1928">5.3 Other appropriate assessment techniques are used</p> <p data-bbox="608 1944 1267 1973">5.4 Contra-indications to treatment are identified</p> <p data-bbox="608 1989 1246 2065">5.5 Assessment is conducted according to local regulation and legislative requirements</p>

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to additional parties being present
- Cultural or gender factors

Other health care professional may include:

- Medical practitioners
- Psychologists
- Social workers
- Counsellors
- Other alternative/complementary health practitioners

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for massage
- Presenting symptom picture
- General state of health
 - Biological
 - Emotional
 - Psychological
 - Social
 - Spiritual
 - Allergies
 - Appetite and eating habits
 - Bowel and urinary habits
 - Menstrual cycle
 - Sleep patterns
 - Exercise
 - Relaxation/leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment

RANGE OF VARIABLES

- Medication, supplements and natural prescriptions – current and previous
- Social lifestyle including social drug usage
- Family history

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Other appropriate assessment techniques may include:

- Palpation
- Observation
- Listening and smelling
- Taking of blood pressure, temperature, radial pulse rate and quality
- Percussion
- TCM pattern differentiation
- Discussion/questioning
- Or any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Contra-indications to treatment may include:

- Infection or infectious diseases
- Pain local sharp, dull, achy, deep, surface
- Fatigue
- Inflammation
- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Mood alterations, eg. depression, anxiety
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising

RANGE OF VARIABLES

- Nausea, vomiting or diarrhoea
- Temperature – hot/cold
- Varicose veins
- Recent severe sprains, bruises or whiplash injuries
- Migraines

EVIDENCE GUIDE

Critical aspects of assessment:

- Understanding signs and symptoms of condition
- Demonstrated assessment skills
- Demonstrated record keeping skills
- Knowledge of and ability to use correct terminology
- Demonstrated ability to identify and describe major diagnostic zones of the body
- Demonstrated ability to assess client/patient using a range of TCM remedial massage assessment techniques
- Demonstrated communication skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work effectively in the health industry

Underpinning knowledge and skills:

- Awareness of critical information required for assessment and treatment according to principles of TCM
- Knowledge of relationships between body types and symptoms according to five phases theory
- Knowledge of diagnostic ability of face, complexion, posture and vitality
- Knowledge of palpatory assessment techniques
- Knowledge of primary functions of meridians and meridian extensions
- Knowledge of the basis of health and disease
- Knowledge of Yin and Yang and Five Elemental Phases
- Knowledge of the vital substances: Qi, Xue, Jing, Jin Ye
- Knowledge of Zang fu (organ) theory
- Knowledge of Jing Luo (meridian) theory
- Knowledge of the influence of lifestyle, diet, personal history and values and attitudes on health
- Knowledge of the influence of constitution and medical history on personal health
- Knowledge of the influence of rest and activity on health status
- Knowledge of the relationship between physical

EVIDENCE GUIDE

- and social environment and health
- Knowledge of the history and development of TCM, anatomy and physiology
- Knowledge of etiology and pathology
- Knowledge of the relational dynamics within and between human behaviour, anatomy and physiology, pathology and the natural world
- Knowledge of the formation and function of blood, essence and fluids
- Knowledge of the character and function of tsubo (acu-points)
- Knowledge of relevant testing and assessment options and procedures
- Philosophical approach to diagnosis and treatment
- Knowledge of physiology and anatomy according to TCM Remedial Massage framework
- Knowledge of symptomology and pathology according to TCM Remedial Massage framework
- Knowledge of disease processes and affecting factors for a range of common diseases
- Knowledge of physiology and anatomy
- Knowledge of symptomology and pathology
- Knowledge of disease causation, acute and chronic inflammatory processes, wound healing and haemorrhage processes
- Knowledge of the pathological process of thrombosis and embolism
- Knowledge of atheroma formation and oedema and their effects within the human body
- Knowledge of normotensive and hypertensive characteristics
- Knowledge of infectious and immunity process
- Knowledge of neoplasms and pathological skin conditions
- Knowledge of structure and function of cells, tissues, blood and organs
- Knowledge of main paths of the human respiratory and cardiovascular systems and their physiology
- Knowledge of musco-skeletal, digestive, integumentary, nervous, urinary, endocrine and reproductive systems

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- Knowledge of structure and function of anatomical systems
- Knowledge of structure and function of skeletal, muscular; cardiovascular and lymphatic systems
- Knowledge of the effects of hormones on the body
- Knowledge of the principles of human movement and biomechanics
- Knowledge of bioenergetic concepts and the cardio-respiratory concepts in relation to exercise
- Knowledge of environmental physiology and the effects of drugs on the individual sport
- Ability to identify contra-indications for massage
- Knowledge of indications for massage
- Ability to identify prominent bones/structures and major muscle groups through palpation
- Demonstrated ability to read medical reports
- Demonstrated ability to correctly use stethoscope, sphygmomanometer and an otoscope
- Awareness of time management requirements during consultation
- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry
- Ability to use equipment and technology competently and safely
- Ability to select and use appropriate assessment techniques
- Knowledge of legislative and regulatory requirements

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assessments
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be conducted on more than one occasion to cover a variety of circumstances.

UNIT HLTTCM3A Provide the TCM Remedial Massage (An Mo Tui Na) treatment

Unit Descriptor

This unit describes the skills required to administer client/patient TCM Remedial Massage treatment according to the philosophy and practices of a TCM Remedial Massage therapeutic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Manage treatment	<ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 How treatment is delivered and managed is explained to the client/patient1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Consent for treatment is ensured1.5 TCM Remedial Massage is provided according to the treatment plan1.6 Reactions to treatment are recognised and promptly responded to if necessary1.7 The time, location and content of future sessions are clearly explained to the client/patient1.8 Recommendations are fully documented
2. Apply therapeutic techniques	<ul style="list-style-type: none">2.1 TCM Remedial Massage techniques are applied2.2 Client is positioned correctly to optimise their comfort and support while allowing optimum application of techniques2.3 Therapist maintains appropriate postures to ensure a controlled distribution of body weight throughout the treatment2.4 Therapist maintains client-focused attention throughout the treatment session2.5 Treatment sequence, location and degree of pressure applied is determined by assessment indications
3. Advise and resource the client	<ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language

ELEMENT

PERFORMANCE CRITERIA

- | | | |
|----|------------------|---------------------------------------------------------------------------------------------------------------------|
| | 3.3 | Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient |
| | 3.4 | Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient |
| | 3.5 | Client/patient independence and responsibility in treatment are promoted wherever possible |
| 4. | Review treatment | |
| | 4.1 | Progress is evaluated with the client/patient |
| | 4.2 | Effects of previous treatment are identified and recorded |
| | 4.3 | Previous treatment plan is reviewed |
| | 4.4 | Need for ongoing and/or additional treatment is evaluated |
| | 4.5 | Changes to the plan are negotiated with the client/patient to ensure optimal outcomes |

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient's physical and psychological readiness and/or wellness
- Cultural and/or religious factors
- Contra-indications to treatment
- Post treatment activity
- Overeating
- Intoxication

Mode of administration may include:

- Requirement for feedback and interaction
- Various TCRM techniques
- Variations in application intensity
- Requirement of specified positioning of client/patient

Reactions may include:

- Pain and/or discomfort
- Feedback – verbal, tactile, visual
- Muscular spasms
- Temperature discomfort

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Maintaining a senior First Aid certificate which is renewed at least every three years
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines
- Attendance of appropriate adult for wards of State and minors as appropriate

RANGE OF VARIABLES

Appropriate postures refers to:

- Balanced distribution of body weight
- Ability to apply direct perpendicular contact pressure to appropriate areas of the body
- Comfort and safety
- Relaxation of the body
- Size, mobility and flexibility

TCM Remedial Massage techniques may include:

- Acupressure
- An mo
- Tui na
- Gua sha
- Moxibustion
- Point energetics
- Cupping
- A range of TCM Remedial Massage sequences and techniques

Assessment indications include:

- TCM Remedial Massage meridian and point locations and indications
- Empirical or experimental point locations and indications
- Palpatory evidence or feedback responses
- Meridian system indications
- Anatomical or mobility/flexibility assessment and indications

RANGE OF VARIABLES

Advice and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Stress management resources
- Environmental modifications
- Counselling within the parameters of training
- Advising client/patient of suggested resources
- Providing of details which help to fully inform patient/client of relevant information
- Providing of referrals to other health professionals
- Availability of products required or suggested for treatment

Practical techniques that promote and maintain optimal health may include:

- Postural improvement strategies
- Discussion of causes of condition and suggestion of prevention strategies
- Simple follow-up activities and/or strategies to work on between sessions
- Activities and/or tasks to avoid
- Self-massage techniques
- Dietary suggestions
- Environmental or lifestyle modifications
- Stress management strategies

EVIDENCE GUIDE

Critical aspects of assessment

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life which involve:

- Treatment of a range of conditions/disease states
- Incorporation of the philosophies and beliefs of a TCM framework
- Demonstration of the application of commonly used treatment techniques listed under the range of variables
- Treatment according to the individual, the condition and the presence of complicating factors. It must be the safest, most efficacious method that is also cost effective to the patient
- Use of counselling as a treatment method, where competence exists
- A case requiring referral to another health care professional
- Preparation of the patient for treatment according to TCM principles
- Provision of treatment
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- All treatment or care delivered is consistent with legislative and regulatory requirements

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry

Underpinning knowledge and skills:

- Knowledge of history, philosophy and beliefs of the TCM Remedial Massage therapy framework
- Knowledge of the location of acupressure points on the 12 primary meridians, Ren Mai and Du Mai
- Understanding of physiology and anatomy
- Knowledge of fundamental structure and function of anatomical systems
- Understanding of the fundamental principles of biomechanics
- Ability to identify prominent bones/structure and major muscle groups through palpation
- Ability to gather and interpret information through the tactile senses

EVIDENCE GUIDE

- Technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of legal and regulatory implications of treatment
- Ability to use equipment and resources competently and safely
- Ability to communicate effectively with client/patient

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Anatomical models
- Appropriate assessment environment
- Demonstration model/client/patient

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTTCM4A Provide traumatology treatment within a TCM Remedial Massage (An Mo Tui Na) framework

Unit Descriptor

This unit describes the skills required to administer TCM Remedial Massage treatment in the area of traumatology in accordance with the philosophy and practices of a TCM Remedial Massage therapeutic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Assess traumatic disorders according to a TCM Remedial Massage framework	<ul style="list-style-type: none">1.1 Client/patient's condition is discussed and relevant documentation referred to1.2 Client/patient is assessed for traumatic disorders1.3 Client/patient comfort and privacy is ensured at all times1.4 Presenting signs and symptoms are assessed according to TCM Remedial Massage framework1.5 The assessment is discussed with the client/patient
2. Provide specific care	<ul style="list-style-type: none">2.1 <i>Specific TCM Remedial Massage treatment is provided</i>2.2 Client/patient is positioned correctly to optimise comfort and support while allowing optimum application of techniques2.3 Therapist maintains appropriate postures to ensure a controlled distribution of body weight throughout the treatment2.4 Therapist maintains client-focused attention throughout the treatment session2.5 Treatment sequence, location and degree of pressure applied is determined by assessment indications

ELEMENT	PERFORMANCE CRITERIA
3. Advise and resource the client	<ul style="list-style-type: none">3.1 Client/patient is educated in <i>relevant and practical techniques</i> for care of condition3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Honesty and integrity are used when explaining treatment plans and recommendations to the client/patient3.4 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.5 Client/patient independence and responsibility in treatment are promoted wherever possible
4. Review treatment	<ul style="list-style-type: none">4.1 <i>Progress is evaluated</i> with the client/patient4.2 Effects of previous treatment are identified and recorded4.3 Previous treatment plan is reviewed4.4 Need for ongoing and/or additional treatment is evaluated4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes

RANGE OF VARIABLES

Assessment may include:

- Assessment of physical features including functional anatomical assessment
- Palpation
- Observation
- Listening and smelling
- Taking of blood pressure, temperature, radial pulse rate and quality
- Percussion
- Listening to heart and chest sounds using a stethoscope
- TCM pattern differentiation
- Discussion/questioning
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

TCM Remedial Massage treatment for traumatology may include the following methods:

- Acupressure
- An mo
- Tui na
- Gua sha
- Moxibustion
- Cupping
- Stretching
- Mobilisations
- Remedial exercises
- Use of liniments
- Poultices and ointments
- A range of TCM Remedial Massage sequences and techniques

Relevant and practical techniques may include:

- Postural education (for standing, walking, sitting, lying, lifting etc)
- Remedial exercises and exercise
- Relaxation
- Use of heat and cold
- Use of liniments and other ointments

Progress is evaluated includes:

- Clinical anatomy assessment

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the TCM Remedial Massage framework
- Knowledge of the philosophies, principles and tools of TCM Remedial Massage practice
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information about their condition
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to provide treatment appropriately to the traumatic condition presented by the client/patient

Underpinning knowledge and skills:

- Knowledge of the theory of TCM traumatology
Topics would include:
 - The development of TCM traumatology
 - Functional and clinical anatomy
 - TCM pathology, aetiology, diagnosis and differentiation of traumatic disorders
 - Contraindications & precautions
 - Therapeutic principles and methods;
 - Stretches, mobilisations and remedial exercises in TCM traumatology
 - The use of liniments, poultices and ointments

Resource Implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Client model
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

- Practical demonstration and simulations

EVIDENCE GUIDE

Assessment may include:

- Short tests and essays
- Oral questioning and discussion

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a of clinical situations.

UNIT HLTTCM5A

Provide TCM (An Mo Tui Na) treatment specific to the needs of women and children

Unit Descriptor

This unit describes the skills required to administer TCM Remedial Massage treatment specific to the needs of women and children in accordance with the philosophy and practices of a TCM Remedial Massage therapeutic framework.

ELEMENT	PERFORMANCE CRITERIA
1. Assess females according to a TCM Remedial Massage framework	<ul style="list-style-type: none">1.1 Client/patient's condition is discussed and relevant documentation referred to1.2 Client/patient is assessed1.3 Client/patient comfort and privacy is ensured at all times1.4 Presenting signs and symptoms are assessed according to TCM framework1.5 Assessment is discussed with the client/patient
2. Assess children according to a TCM Remedial Massage framework	<ul style="list-style-type: none">2.1 Appropriate consent is obtained2.2 Client/patient is assessed2.3 Client/patient comfort and privacy is ensured at all times2.4 Presenting signs and symptoms are assessed according to TCM Remedial Massage framework2.5 Assessment is discussed with the client/patient and/or significant others
3. Provide support for women's health	<ul style="list-style-type: none">3.1 <i>TCM Remedial Massage women's health treatment</i> is provided3.2 Client/patient is positioned correctly to optimise their comfort and support while allowing optimum application of techniques3.3 Therapist maintains appropriate postures to ensure a controlled distribution of body weight throughout the treatment3.4 Therapist maintains client-focused attention throughout the treatment session3.5 Treatment sequence, location and degree of pressure applied is determined by assessment indications

ELEMENT	PERFORMANCE CRITERIA
4. Provide care for children	<ul style="list-style-type: none">4.1 <i>TCM Remedial Massage children's health treatment</i> is provided4.2 Client/patient is positioned correctly to optimise their comfort and support while allowing optimum application of techniques4.3 Therapist maintains appropriate postures to ensure a controlled distribution of body weight throughout the treatment4.4 Therapist maintains client-focused attention throughout the treatment session4.5 Treatment sequence, location and degree of pressure applied is determined by assessment indications

RANGE OF VARIABLES

Assessment may include:

- Assessment of physical features
- Palpation
- Observation
- Listening and smelling
- Taking of blood pressure, temperature, radial pulse rate and quality
- Percussion
- Listening to heart and chest sounds using a stethoscope
- TCM pattern differentiation
- Discussion/questioning
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

TCM Remedial Massage women and children's health treatment may include the following methods:

- Acupressure
- An mo
- Tui na
- Gua sha
- Moxibustion
- Cupping
- A range of TCM Remedial Massage sequences and techniques

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the TCM Remedial Massage framework
- Knowledge of the philosophies, principles and tools of TCM Remedial Massage practice
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information about their condition
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to provide treatment appropriately to the needs of the client/patient

Underpinning knowledge and skills:

- Knowledge of the theory of gynaecology and obstetrics according to TCM
Topics would include:
 - The development of TCM gynaecology and obstetrics
 - Gynaecological and obstetric TCM physiology, pathology, aetiology, diagnosis, differentiation of gynaecological conditions
 - Contraindications and precautions
 - Therapeutic principles and methods
 - Pre and post-partum disorders
 - Gestational disorders
 - The treatment of pain, anxiety and other conditions during labour;
 - The TCM Remedial Massage therapist as part of the neonatal health practitioner team
 - Birth options and settings
 - Gestational disorders
 - Cultural perspectives on birth and birthing
- Knowledge of the theory of pediatric development according to TCM
- Knowledge of the theory of pediatric massage according to TCM
Topics would include:
 - The development of TCM pediatrics

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- Pediatric TCM physiology, pathology, aetiology, diagnosis, differentiation of pediatric conditions;
- Contraindications and precautions
- Therapeutic principles and methods

Resource Implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTTCM6A Work within a TCM Remedial Massage (An Mo Tui Na) framework

Unit Descriptor

This unit describes the skills required to work effectively within a TCM Remedial Massage framework.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate commitment to the central philosophies of TCM Remedial Massage	<ul style="list-style-type: none">1.1 Definition of TCM Remedial Massage and the TCM Remedial Massage system of medicine is provided1.2 Historical development of TCM Remedial Massage is provided1.3 Central philosophies of TCM Remedial Massage are identified and explained1.4 Practitioner applies TCM Remedial Massage philosophy to his/her own health practices1.5 Practitioner draws on TCM Remedial Massage philosophy to interpret health issues
2. Identify and describe the principles and practices of TCM Remedial Massage	<ul style="list-style-type: none">2.1 TCM Remedial Massage assessment techniques are identified and described2.2 Major methods of treatment used in TCM Remedial Massage are identified and described2.3 Other complementary therapies used in TCM Remedial Massage are identified and described
3. Develop knowledge of complementary therapies	<ul style="list-style-type: none">3.1 Information on other complementary therapies is provided3.2 Relationship between therapies is identified
4. Represent TCM Remedial Massage framework to the community	<ul style="list-style-type: none">4.1 Practices and principles of TCM Remedial Massage can be explained in an easily understood way in a one-to-one and group setting4.2 Enquiries are clarified and appropriate information is provided4.3 Requests for client/patient to bring relevant data to the consultation are made4.4 Alternative sources of information/advice are discussed with the client/patient

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------|---------------------------------------------------------------|
| 5. Work within clinic and regulation guidelines | 5.1 Clinic guidelines are accessed and followed |
| | 5.2 Legal and regulatory guidelines are accessed and followed |
| | 5.3 Relevant documentation is undertaken |

RANGE OF VARIABLES

Central philosophies of TCM Remedial Massage include:

- Qi xue
- Jin-ye
- Shen and jing
- Yin and yang
- Wu xing
- Jing luo
- Zang fu
- Curious fu
- Patterns of disharmony
- Causes of illnesses

Major methods of treatment include:

- Acupressure
- An mo
- Tui na
- Gua sha
- Moxibustion
- Cupping
- A range of TCM Remedial Massage sequences and techniques

Other complementary therapies may include:

- Therapies in which the practitioner is trained or informed

TCM Remedial Massage assessment techniques may include:

- Examination of physical features
- Palpation
- Observation
- Listening and smelling
- Taking of blood pressure, temperature, radial pulse rate and quality
- Percussion
- Listening to heart and chest sounds using a stethoscope
- TCM pattern differentiation
- Discussion/questioning
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

RANGE OF VARIABLES

Information on other complementary therapies may include:

- Historical development
- Current availability
- Tools and techniques
- Interactions between different therapies
- When therapies may be used
- Underpinning philosophy

Relationship between therapies may include:

- Contra-indications to treatment
- Effects of one treatment over or with another
- Treatment according to stage of condition

Enquiries may require explanation of:

- Duration of treatment
- Expected treatment outcomes
- Possible approaches to treatment
- Estimated cost of treatment
- Availability of health fund rebates
- Work cover eligibility
- Professional status of practitioner
- Availability of home visits
- After hours service
- Provision for hospital visits

Appropriate information may include:

- Confirmation of appointment date and time
- Clinic location and directions
- Cost of initial consultation
- Payment options

Clinic's guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

RANGE OF VARIABLES

Relevant documentation may include:

- Nature of enquiry
- Client/patient contact details
- Recording of incidents
- Appointment details

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Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the TCM Remedial Massage framework
- Knowledge of the philosophies, principles and tools of TCM Remedial Massage practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of western and eastern massage
- Knowledge of the history and development of TCM Remedial Massage
- Knowledge of the effects of TCM Remedial Massage application to the body surface
- Knowledge of the fundamental theories of TCM Remedial Massage including qi xue, jin-ye, shen and jing, yin and yang, wu xing, jing luo, zang fu, curious fu, TCM Remedial Massage diagnosis and the concept of patterns of disharmony, function and dysfunction according to TCM Remedial Massage, major points and functions, origins and development of disease
- Knowledge of basic TCM Remedial Massage terminology and pronunciation
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in natural medicine

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- Knowledge of OHS requirements in the workplace
- Knowledge of the current political context of health care
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to health
- Knowledge of the TCM Remedial Massage integration of these approaches to health
- Knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in TCM Remedial Massage
- Knowledge of the philosophy, principles and practices of other alternative and complementary therapies including Shiatsu, Naturopathy, massage
- Knowledge of the principles of TCM Remedial Massage therapy and its epistemology within the therapeutic systems of the east and west
- Knowledge of how TCM Remedial Massage– Remedial Massage works with the conventional medical model
- Ability to communicate in group and one-to-one settings

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion

Context of assessment:

This unit is most appropriately assessed in the

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workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples of covering a range of clinical situations.

UNIT HLTTCM7A Plan the TCM Remedial Massage (An Mo Tui Na) treatment strategy

Unit Descriptor

This unit describes the skills required to prepare client's/patient's for TCM Remedial Massage treatment and negotiate a treatment management plan with them over the course of treatment required.

ELEMENTS

PERFORMANCE CRITERIA

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|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Select the therapeutic principles to determine treatment strategy | <ul style="list-style-type: none">1.1 Appropriate therapeutic principles of treatment are determined according to assessment of client/patient and within the skills of competence of the practitioner1.2 Contra-indications to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to TCM Remedial Massage principles1.3 Treatment, information and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment1.4 Treatment strategy appropriate to the client/patient's condition is selected, supported on the basis of established TCM Remedial Massage practice1.5 Specific treatment options take into consideration possible client/patient compliance issues1.6 Appropriate TCM Remedial Massage techniques are selected1.7 Client/patient constitution is considered in selecting treatment |
|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

ELEMENTS	PERFORMANCE CRITERIA
2. Discuss the treatment strategy with the client/patient	<ul style="list-style-type: none">2.1 Sufficient time is allocated to conclude sessions at a pace appropriate to the client/patient2.2 Treatment strategy is discussed according to the client/patient's needs2.3 Client/patient compliance is negotiated2.4 Discrepancies between the practitioner's and the client/patient's perception of the condition are clarified2.5 Any perceived risks of the client/patient's condition and treatment are explained2.6 Responsibilities of practitioner and client/patient within the treatment plan are discussed2.7 Management of selected treatment in relation to any other current therapies is negotiated2.8 Treatment evaluation strategies are discussed

RANGE OF VARIABLES

Contra-indications to treatment and possible complicating factors may include:

- Infection or infectious diseases
- Pain local sharp, dull, achy, deep, surface
- Fatigue
- Inflammation
- Lumps and tissue changes
- Rashes and changes in the skin
- Oedema
- Mood alterations, eg. depression, anxiety
- Changes in habits such as appetite elimination or sleep
- Bleeding and bruising
- Nausea, vomiting or diarrhoea
- Temperature – hot/cold

TCM Remedial Massage techniques may include:

- Acupressure
- An mo
- Tui na
- Gua sha
- Moxibustion
- Cupping
- A range of TCM Remedial Massage sequences and techniques

Client/patient constitution refers to:

- Genetic foundation
- Body type
- Fitness
- Mental attitude

Client/patient compliance refers to:

- Ability to follow instructions or suggestions
- Willingness to follow instructions or suggestions

Discrepancies may include:

- Client/patient is unaware of the immediate danger of the condition
- Client/patient is over anxious about the condition
- Client/patient is unaware of maintaining causes acting on the condition
- Practitioner is unaware of some implications of the client/patient 's condition

RANGE OF VARIABLES

- Practitioner and client/patient have differing views of what the main problem is

Practitioner responsibilities may include:

- Isolating the sick person
- Providing advice on public health matters
- Appropriate hygienic or sexual behaviour
- Referring notifiable/communicable disease to a registered doctor
- Commitment to the treatment plan
- Discussing relevant contraindications or potential complications to treatment
- Reviewing treatment plan

Client/patient responsibilities may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contraindications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussing and reviewing response to treatment
- Reviewing achievement of treatment goals
- Monitoring time frame for achieving treatment goals

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to read medical reports and other data relevant to the case
- Knowledge of symptomology
- Knowledge of possible obstacles to treatment
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients

Underpinning knowledge and skills:

- Awareness of critical information required for diagnosis and treatment according to term therapy framework
- Knowledge of traditional dietetics
- Knowledge of the importance of breathing, exercise
- Knowledge of nutrition, hygiene and personal health care strategies
- Knowledge of physiology and anatomy
- Knowledge of symptomology and pathology
- Knowledge of structure and function of anatomical systems
- Knowledge of the principles of human movement and biomechanics
- Knowledge of technical and practical knowledge of treatment
- Knowledge of possible reactions and contra-indications to treatment
- Ability to manage time throughout consultation and treatment
- Ability to identify prominent bones/structures and major muscle groups through palpation
- Demonstrated communication skills to gain and convey required information
- Knowledge of ethical and legal implications of enquiry and treatment
- Demonstrated ability to read medical reports

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Anatomical model
- Relevant paper-based/video assessment instruments

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	<ul style="list-style-type: none">• Appropriate assessment environment
<i>Method of assessment</i> Assessment may include:	<ul style="list-style-type: none">• Practical demonstration• Simulations• Explanations for plan preparations• Oral questioning and discussion• Case studies and scenarios
<i>Context of assessment:</i>	This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHER1A

Apply Western Herbal Medicine diagnostic framework

Unit Descriptor

This unit covers the skills required to interpret information gathered in the health assessment and make and review an accurate diagnosis over the course of treatment, according to the herbal medicine framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Analyse and interpret information received | <ul style="list-style-type: none">1.1 Results of the health assessment are correlated with case history1.2 Signs and symptoms of condition in the client/patient are recognised and identified as pre-requisites for treatment/care1.3 Information gathered is assessed and assigned priorities in consultation with the client/patient using the knowledge and experience and theoretical principles applied by the practitioner1.4 Information is gathered, recorded and organised in a way which can be interpreted readily by other professionals1.5 Patterns are analysed and differentiated by assessing signs and symptoms1.6 Condition is identified according to stage and related implications (eg acute/chronic) by applying principles of diagnosis1.7 Professional judgement is used to draw sound conclusions and prognosis from the data collected1.8 All diagnostic signs and symptoms are elicited in a thorough and objective manner to avoid premature conclusions1.9 Client/patient progress is systematically monitored in order to confirm the initial diagnosis or clinical impression |
| 2. Critically evaluate the diagnosis | <ul style="list-style-type: none">2.1 Ongoing critical evaluation of diagnosis is applied2.2 Appropriate diagnostic tools/methods are selected2.3 Re-evaluation of the case is carried out whenever considered necessary by the practitioner2.4 History and clinical data is effectively combined to obtain a differential diagnosis, diagnosis and prognosis |

ELEMENTS	PERFORMANCE CRITERIA
3. Inform the client/patient	<ul style="list-style-type: none">3.1 Rationale of the diagnosis/prognosis is discussed with the client/patient3.2 Practitioner is able to respond to client/patient enquiries using language the client/patient understands3.3 Referral and collaborative options are discussed with the client/patient if necessary

RANGE OF VARIABLES

Signs and symptoms of condition may include:

- Physical evidence
- Behavioural evidence
- States of disorder
- Test or examination results
- Sensations
- Onset
- Duration
- Location
- Causation
- Ameliorating and aggravating factors
- Symptom qualities (intensity, severity, nature of complaint)
- Non-verbal signs and symptoms
- Functional and pathological disturbances

Patterns may refer to:

- Temperaments - humoral theory - eg choleric/sanguine
- Constitutional states eg neuresthenic
- Syndromes eg adrenal exhaustion
- Functional disorders eg functional hypoglycemia
- Disease/conditions

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to interpret investigative findings
- Demonstrated differential diagnostic skills
- Ability to prioritise presenting conditions
- Knowledge of referral process
- Establishment of urgency for treatment required

Concurrent assessment and relationship with other units:

- Perform health assessment
- Communicate effectively with clients
- Work within a herbal medicine framework

Underpinning knowledge and skills:

- Knowledge of anatomy and physiology of the body systems
- Knowledge of relevant testing and assessment options and procedures
- Knowledge of signs and symptoms of disease and disorder/dysfunction
- Knowledge of disease process
- Ability to apply differential assessment
- Knowledge and understanding of types of further investigation available
- Demonstrated ability to access and interpret up-to-date information
- Ability to write referrals, appraisal letters for insurance companies and other documentation
- Knowledge of the contribution of the different schools of thought and historical theories of clinical practice

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Written assignment with practical demonstration
- Diagnosis from assessment notes or simulated assessments
- Oral questioning
- Case studies and scenarios as a basis for discussion of diagnostic technique
- Short answer tests

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHER2A Manage work within the Western Herbal Medicine framework

Unit Descriptor

This unit describes the skills required to manage the effective work practices of self and others within a herbal medicine framework. Elements relate to those in unit CHCORG5A: Maintain an effective work environment.

ELEMENT	PERFORMANCE CRITERIA
1. Communicate knowledge of herbal medicine philosophy, principles and practices	<p>1.1 The major and minor forms of diagnosis and treatment practices can be effectively communicated on a one-to-one or group basis</p> <p>1.2 Central philosophies and historical developments can be explained</p> <p>1.3 Recent developments and new practices are integrated into client/patient services</p>
2. Demonstrate commitment to ethical work practices	<p>2.1 Confidentiality of client/patient information is maintained by storing and disposing of records according to clinic requirements</p> <p>2.2 Work practices are reviewed periodically to ensure skills and practices are kept current</p> <p>2.3 Work practices show respect for staff and client/patient rights</p> <p>2.4 Work practices adhere to legal, regulatory and clinic guidelines</p> <p>2.5 <i>Measures are implemented</i> to ensure accountability for professional practices</p>
3. Manage workplace relationships	<p>3.1 <i>Effective communication and interpersonal skills</i> are used to ensure all workplace interactions contribute to achievement of clinic objectives and promotion of the practice</p> <p>3.2 Workplace relations reflect consideration of the full range of individual and cultural differences</p> <p>3.3 Any issues related to the wellbeing of work colleagues are dealt with promptly and in accordance with clinic procedures</p> <p>3.4 Potential and actual workplace conflicts are handled to minimise disruption</p>
4. Manage the achievement of quality standards	<p>4.1 Personal hygiene and infection control guidelines are established and practised throughout the organisation</p> <p>4.2 Hazard control measures and reporting procedures</p>

ELEMENT

PERFORMANCE CRITERIA

- are undertaken according to clinic guidelines
- 4.3 Individual and clinic performance is reviewed against established standards
5. Ensure ongoing development of self and team
- 5.1 Own performance is regularly monitored against workplans, clinic objectives and client/patient needs
- 5.2 *Opportunities for formal and informal development of skills and knowledge* are sought out and accessed to optimise performance
- 5.3 Individual performances are monitored and developed to enhance team performance where appropriate
- 5.4 Coaching and mentoring contributes effectively to development of workplace knowledge, skills and attitudes

RANGE OF VARIABLES

The major and minor forms of herbal medicine diagnosis may include:

- Observation
- Discussion
- Taking temperature
- Taking pulse and blood pressure
- Palpation and auscultation
- Percussion
- External physical examination
- Urine tests
- Assessment of growth (height, weight, head circumference) and development
- Overview of system by enquiring about the presence of previously diagnosed organic diseases and functional disorders
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Herbal medicine treatment practices may include:

- Prescription of herbal medicines
- Dispensing of extemporaneous preparations

Measures are implemented could refer to:

- Supervision of practice
- Financial documentation
- Documentation of medicine prescription and supply
- Case notes
- Practitioner qualification
- Performance reviews
- Current certification for special services offered – where appropriate
- Organisational standards and procedures

Effective communication and interpersonal skills may include:

- Active listening skills
- Ability to establish rapport and trust
- Eye contact
- Verbal communication skills
- Written communication skills

RANGE OF VARIABLES

- Empathy and respect
- Ability to clarify needs
- Conflict resolution skills
- Negotiation skills
- Presentation
- Honesty and integrity

Opportunities for formal and informal development of skills and knowledge may include:

- Articles, public presentations, interviews and other communications
- Attendance at lectures or other education activities
- Participation in research projects
- Attendance at association meetings
- Subscription to professional journals
- Clinic supervision
- Provision of or participation in training
- Study, distance-based learning

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to model work which demonstrates an understanding of underpinning values and philosophies in the herbal medicine framework
- Knowledge of the philosophies, principles and tools of herbal medicine practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify information needs
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting
- Demonstrated ability to seek out and implement new industry findings and practices
- Demonstrated documentation skills
- Demonstrated ability to explain clinic guidelines and legislation
- Demonstrated ability to undertake performance reviews
- Demonstrated ability to provide leadership, coaching and/or mentorship
- Demonstrated management skills
- Team development skills

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of science / western medicine
- Knowledge of the history of herbal medicine
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the current political context of healthcare
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to

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health

- Knowledge of the herbalist integration of these approaches to health
- Knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in herbal medicine
- Knowledge of the philosophy, principles and practices of other alternative and complementary therapies
- Knowledge of the philosophy, principles and practices of herbal medicine practice
- Knowledge of how herbal medicine works with the conventional medical model
- Knowledge of ethical issues in management
- Knowledge of OHS requirements in the workplace
- Ability to identify ethical issues
- Communication skills in one-to-one and group settings
- Knowledge of management issues and responsibilities
- Knowledge of industry standards
- Knowledge of team development issues

Resource implications

Resource requirements may include:

- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHER3A

Operate a Western Herbal Medicine dispensary

Unit Descriptor

This unit describes the skills required to manufacture and dispense herbal treatments and remedies according to Western herbal medicine framework.

ELEMENT	PERFORMANCE CRITERIA
1. Identify medicinal plants in their natural and dry state	<ul style="list-style-type: none">1.1 All highly poisonous plants are recognised in their natural state1.2 Major medicinal plants are recognised in their natural state1.3 Properly dried plants are recognised organoleptically1.4 Main botanical features of the major medicinal plants are described
2. Use appropriate guidelines for plant collecting	<ul style="list-style-type: none">2.1 Plants are collected from appropriate locations2.2 Suitable parts of plants are collected for medicinal use2.3 Plants are collected in correct time (part of the year, day etc)
3. Manufacture herbal medicines according to pharmacy guidelines	<ul style="list-style-type: none">3.1 Fresh medicinal plants are preserved3.2 Medicinal plants are dried and stored correctly3.3 Plant material is extracted using different menstruum3.4 Various types of herbal medicines are manufactured
4. Operate and monitor the dispensing process	<ul style="list-style-type: none">4.1 Materials, equipment and work environment are available to meet processing and dispensing requirements4.2 Raw materials are dispensed according to manufacturing instructions4.3 Out-of-specification product, production process and equipment performance are monitored to ensure quality standards are met4.4 Waste generated by both the process and cleaning procedures is collected, treated and disposed of or recycled according to organisational procedures

ELEMENT	PERFORMANCE CRITERIA
5. Complete documentation	5.1 Workplace information is recorded in the appropriate format
	5.2 Herbal medicines are correctly labelled

RANGE OF VARIABLES

Different menstruum may include:

- Water
- Vinegar
- Wine
- Alcohol
- Ether
- Glycerol
- Oil

Various types of herbal medicines may include:

- Creams
- Capsules
- Emulsions
- Ointments
- Suppositories
- Tinctures
- Extracts

Equipment may include:

- Measuring instruments
- Percolator, press and blender
- Containers
- Scoops
- Labeller

Manufacturing instructions may include:

- Organisational procedures
- Licensing requirements
- Legislative requirements and industrial arrangements
- Herbal medicine manufacturing instructions
- Hygiene and sanitation standards
- Safety procedures

Workplace information may include:

- Details of manufacturing and processing undertaken
- Stock documentation
- Details of person(s) conducting manufacturing
- Dispensing information for prescriptions

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to correctly identify plants in natural and preserved states
- Demonstrated ability to describe major features of plants
- Demonstrated ability to collect herbs for manufacture
- Demonstrated ability to identify and describe actions for a minimum of 130 herbs
- Demonstrated ability to prepare herbal medicines for patients in pharmaceutical forms (capsules, emulsions, creams, ointments, suppositories etc)
- Demonstrated ability to skilfully extract herbs
- Demonstrated ability to correctly preserve and dry plant materials
- Demonstrated ability to ensure supply of necessary materials and services to the dispensing process
- Demonstrated ability to confirm equipment status and condition
- Knowledge of hygiene standards
- Demonstrated ability to access workplace information to identify requirements for the dispensing process
- Demonstrated ability to implement manufacturing and dispensing process
- Demonstrated ability to calculate assay/potency adjustment
- Demonstrated ability to measure and segregate materials
- Demonstrated ability to pack and label dispensed materials
- Demonstrated ability to take corrective action in response to out-of-specification results or non-compliance

EVIDENCE GUIDE

- Demonstrated ability to sort, collect, treat, recycle or dispose of waste
- Demonstrated ability to maintain work area to meet housekeeping standards
- Demonstrated ability to verify clearance and cleanliness
- Demonstrated ability to record workplace information
- Demonstrated ability to monitor the dispensing process and equipment operation to identify out-of-specification results or non-compliance. This may include:
 - labelling
 - stock flow/quantity
 - measuring devices
 - materials faults
 - equipment faults
 - service faults

And may include the ability to:

- Clean and sanitise equipment
- Take samples and conduct tests
- Carry out routine maintenance

Concurrent assessment and relationship with other units

- Contribute to the control of infection

Underpinning knowledge and skills

- Knowledge of non-herbal ingredients used in the preparation of herbal medicines
- Knowledge of pharmacology of herbal medicines and pharmaceutical drugs, their classifications, usage and side effects
- Knowledge of medical terminology
- Knowledge of pharmacodynamics of herbal medicines and pharmaceutical drugs - drug administration, absorption, distribution, metabolism and excretion
- Knowledge of pharmacodynamics of herbal medicines and pharmaceutical drugs and the theory of drug action; factors modifying drug effect and dosage; drug toxicity and toxicology

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- Knowledge of drug abuse - signs, consequences, treatment; community resources available, in particular those with emphasis on drug-related problems
- Knowledge of drug use in pregnancy, specific diseases and disorders of each system of the body
- Knowledge of internal preparations - culinary plants, common herbal teas, medicinal preparations eg biochemic and bioenergetic remedies, cold extracts, cordials, decoctions, essences, herbal, honeys, homeopathic remedies, infusions, methaglyns, nutritional supplements, oxymels, powders, spagyric technique, succus, syrups, tinctures
- Knowledge of chemical and physical incompatibilities
- Knowledge of external therapy products - both medicinal and domestic eg baths, bath oils, creams, dyes, fomentations, incenses, aromatherapy products, compresses, ointments, perfumes, pomanders, potpourri, poultices, sachets, salves
- Knowledge of prescription of medicines - legal restrictions, therapeutic goods administration, health and safety, labeling requirements, scheduled herbs, principles of manufacturing remedies, testing of natural therapy products
- Knowledge of dispensing procedures
- Knowledge of major herbal medicines with respect to their use for general symptoms, psychological and physiological indications
- Knowledge of minor herbal medicines in respect to their most important indications
- Knowledge of groups of medicines and how to distinguish between them according to actions, active constituents, body systems and plant families

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- Knowledge of clinical indications of medicines relevant to specific circumstances eg infectious diseases, First Aid and injuries
- Knowledge of purpose and basic principles of the dispensing process
- Knowledge of identification and application of good manufacturing practice and standard operating procedures
- Knowledge of types and characteristics of manufacturing raw materials
- Knowledge of legislative requirements in dispensing herbal products
- Knowledge of handling requirements for dangerous goods
- Knowledge of purpose and requirements of raw materials segregation
- Knowledge of how the dispensing process affects the end product
- Knowledge of quality characteristics to be achieved
- Knowledge of process specifications, procedures and operating parameters
- Knowledge of equipment and instrumentation components, purpose and operation
- Knowledge of significance and methods of monitoring control points within the dispensing process
- Knowledge of common causes of variation and corrective action required
- Knowledge of OHS hazards and controls
- Knowledge of waste handling requirements and procedures
- Knowledge of recording requirements and procedures

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Manufacturing and dispensing resources
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments

EVIDENCE GUIDE

- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHER4A

Perform health Western Herbal Medicine assessment

Unit Descriptor

This unit covers the skills required to observe the condition of the client/patient and gather information relevant to the case, according to Western Herbal Medicine framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine the scope of the assessment and client/patient needs | 1.1 Client/patient's purpose for consultation is established and the symptoms experienced are identified |
| | 1.2 Client/patient's eligibility for service is determined using clinic/personal policies |
| | 1.3 Services able to be provided and limits of available services are clearly explained |
| | 1.4 Client/patient's expectation of the service/clinic are explored and clarified |
| | 1.5 Factors likely to have a negative impact on assessment are identified in consultation with the client/patient and strategies implemented to minimise the effects of these factors wherever possible |
| | 1.6 Personal abilities, level of professional competence and parameters of role are defined to the client/patient and determine practice at all times |
| | 1.7 Client/patient is referred to other health care providers where their needs are identified as beyond the scope of the services able to be provided, or if in the opinion of the practitioner their needs are best met by doing so |
| | 1.8 Legal rights of the client/patient are identified and promoted |
| 2. Obtain and record an accurate history of the client/patient | 2.1 Information required from the client/patient for the client/patient's history is sought in respectful way with all enquiries asked in a purposeful, systematic and diplomatic manner |
| | 2.2 Accurate, relevant and well organised information is collected and recorded in a form which can be interpreted readily by other professionals |
| | 2.3 Information is treated as confidential and stored securely |

ELEMENTS	PERFORMANCE CRITERIA
3. Manage the health assessment	<ul style="list-style-type: none">3.1 Informed client/patient consent is obtained prior to conducting tests in accordance with legislative requirements3.2 Abnormal findings are pursued and investigated in a deliberate, logical and appropriate manner3.3 Reliability of data obtained is assessed and appropriate clinical correlation with client/patient complaints is established where possible3.4 Questions are used to clarify results and gain further information in a manner relevant to client/patient needs and test results3.5 Any decision to carry out laboratory tests is based on the integration of previously obtained clinical data and history3.6 The protocol required by the agency in ordering tests is adhered to3.7 Adequate time is allowed during consultation to gather critical information3.8 Factors that may interfere with the information gathering process are identified and minimised3.9 Essential requirements for the maintenance of clinical and practitioner hygiene are identified, established and routinely observed3.10 Potential sensitivities of the client/patient are anticipated, the practitioner's approach is adapted accordingly to take these into account, and steps are taken to ensure client/patient dignity is maintained at all times
4. Make a comprehensive assessment of the client/patient	<ul style="list-style-type: none">4.1 Signs of disease/condition and further observations are identified according to herbal medicine framework4.2 Specific details of signs and symptoms of the presenting complaint/s are elicited4.3 Other appropriate assessment techniques are used4.4 All information is accurately recorded in a systematic manner in accordance with clinic guidelines

RANGE OF VARIABLES

Factors likely to have a negative impact on assessment may include:

- Language difficulties
- Disabilities
- Emotional trauma
- Lack of privacy or focus due to other parties being present
- Cultural or gender factors

Other health care professional may include:

- Doctors
- Social workers
- Alternative and complementary health practitioners
- Counsellors
- Podiatrists, physiotherapists

Client history may include:

- Date of presentation
- Identifying personal details
- Source of referral (if applicable)
- Main presenting complaint or reason for consultation
- Presenting symptom picture
- General state of health
 - Physical
 - Emotional
 - Allergies
 - Dietary picture
 - Sleep pattern
 - Exercise
 - Leisure activities
- Childhood and adult illness
- Accidents, injuries, operations
- Hospitalisations
- Occupational history and environment
- Other current medical treatment
- Medication, supplements and natural remedies – current and previous
- Social lifestyle including social drug use
- Family history

RANGE OF VARIABLES

Potential sensitivities may include:

- Gender
- Ethnicity
- Language
- Religious beliefs
- Cultural heritage
- Sexuality
- Ability
- Presenting disease state and personal history

Signs of disease/condition may refer to:

- Precipitating factors
- Relieving factors
- Associated manifestations
- Indications of stage and status of illness
- Symptom qualities
- Functional and pathological disturbances

All procedures must be conducted according to legislative and regulatory requirements

Other appropriate assessment techniques may include:

- Observation
- Discussion
- Taking temperature
- Taking pulse and blood pressure
- Palpation and auscultation
- Percussion
- External physical examination
- Iridology techniques
- Skin examination
- Urine tests
- Assessment of growth (height, weight, head circumference) and development
- Overview of system by enquiring about the presence of previously diagnosed organic diseases and functional disorders
- Any other method in which the practitioner has been trained to a competent standard

EVIDENCE GUIDE

Critical aspects of assessment:

- Knowledge of physical signs and symptoms of disease
- Ability to identify location, stage and characteristics of disease
- Knowledge of pathophysiology and disease processes
- Demonstrated observation skills
- Demonstrated ability to conduct external physical examination
- Demonstrated ability to use a range of medical equipment used in external physical examinations
- Demonstrated communication skills
- Demonstrated respect for practitioner/client/patient boundaries
- High precision laboratory and/or radiology tests are requested when required
- The minimum number of required additional tests is requested
- Knowledge of the cost benefit ratio of special tests or studies
- Demonstrated record keeping skills
- Ability to detect and record symptoms and signs present including precipitating factors, relieving factors and associated manifestations
- Knowledge of and ability to use terminology correct to discipline

Concurrent assessment and relationship with other units:

- Communicate effectively with clients/patients
- Contribute to the control of infection
- Work within a herbal medicine framework

Underpinning knowledge and skills:

- Knowledge of critical information required for diagnosis and treatment according to herbal medicine framework
- Knowledge of anatomical terminology and levels of organisation
- Knowledge and understanding of
 - Anatomical systems including muscoskeletal – including muscles, bones, cartilage, joints, head, upper trunk, upper limb, pelvis, lower limb

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- Nervous – including peripheral, autonomic and central nervous systems
- Cardiovascular including haemopoetic – including vascular system, spleen, heart and pericardium, systemic arteries, systemic veins, portal veins, foetal circulation
- Lymphatic – including thoracic viscera, abdominal and pelvic viscera, alimentary tract, urinary and genital systems, trunk and limbs, deep and superficial lymph nodes
- Gastrointestinal – including mouth, salivary glands, tongue, pharynx, oesophagus, abdomen and peritoneum, stomach, small intestine, large intestine, liver, biliary system, pancreas
- Respiratory – including larynx, trachea, lungs and mediastinum, pleura
- Urogenital (reproductive and urinary) and endocrine – including kidneys, ureter and bladder, male genital organs, female genital organs, thyroid, parathyroid glands, pituitary gland, adrenal gland, thymus gland
- ENT and special senses – including hearing and equilibration, vision, smell, taste.
- Knowledge of physiology including:
 - General physiology – including cell structure and function, metabolism, levels of organisation in the body
 - Basic physiology – including physiology of musculoskeletal system – muscles, posture and movement; nervous system – central, peripheral and automatic nervous systems
 - ENT and other senses - hearing and equilibration, vision, smell, taste
 - Respiratory system – pulmonary function
 - Cardiovascular system – heart, circulation
 - Lymphatic system – lymph, immunity and allergy
 - Gastrointestinal – motility, secretions, movement of food, digestion and absorption
 - Urogenital and endocrine – renal function, micturition, extracellular fluid, metabolism, thyroid gland, hormones, and reproduction
- Knowledge of biochemistry

EVIDENCE GUIDE

- Knowledge of symptomology and pathology according to herbal medicine practice
- Knowledge of anatomy and physiology according to various stages of life
- Knowledge of pathophysiology and disease processes of common clinical diseases and interactivity between them, to the level necessary to support the making of a screening assessment and assessment of the client/patient's condition to support the practice of natural/traditional medicine
- Knowledge of pathophysiology and disease processes affecting the nervous system
 - Central and peripheral nervous tissue, brain, spinal cord and associated nerves, sensory, motor and integrative systems, autonomic nervous system
 - Endocrine system – thyroid, parathyroid and adrenal glands, pancreas, calcium and bone metabolism, pituitary gland, pineal gland
 - ENT and special senses – vision, hearing, smell, taste
 - Respiratory system – pulmonary function, gas transport, regulation of respiration, respiratory adjustments
 - Cardiovascular system – blood, clotting, erythropoietin, cardiac cycle
 - Lymphatic system – immunity, allergy
 - Urogenital system – renal function, fluid balance, male and female reproductive systems, musculoskeletal system – processes affecting joints, muscles, tendons, ligaments and bones
- Knowledge of factors affecting transmission of disease and choice of treatments of common infectious diseases
- Knowledge of identification of infectious organism, indications, complications, epidemiology, occurrence, mode of transmission, vectors, incubation period, period of communicability, presentation, diagnosis, treatment, management and prevention
- Knowledge of clinical features and pathophysiology of common bacterial and viral diseases to assess, stage, severity and likely prognosis

EVIDENCE GUIDE

- Knowledge of relevant testing and assessment options and procedures
- Demonstrated physical examination procedures
- Application of methods of keeping medical records
- Demonstrated ability to understand and discuss medical reports
- Ability to use equipment and technology competently and safely
- Demonstrated ability to access and interpret up-to-date information
- Philosophical approach to diagnosis and treatment
- Knowledge of the legal and ethical requirements for confidentiality
- Knowledge of time management requirements during consultation
- Ability to communicate effectively to gain required information
- Knowledge of ethical and legal implications of enquiry

Resource implications

Resource requirements include all the relevant resources commonly used by specific discipline. Specific tools may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Skilled assessors
- Relevant assessment instruments
- Appropriate assessment environment

Method of assessment

Assessment may include:

- Observation of performance
- Examples of assessment notes
- Simulated assignments
- Written or verbal short answer tests
- Practical demonstrations and exercises
- Research work or written reports of observations in a practical setting
- Oral questioning on technique or assessment strategy
- Case studies and scenarios as a basis for discussion of issues and strategies to contribute to best practice in the work environment

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may be on more than one occasion to cover a variety of circumstances.

UNIT HLTHER5A

Plan the Western Herbal Medicine treatment strategy

Unit Descriptor

This unit describes the skills required to prepare for treatment of clients/patients and negotiate a treatment management plan with them using a herbal medicine framework.

ELEMENTS

PERFORMANCE CRITERIA

- | | |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Determine treatment strategy | 1.1 Appropriate therapeutic principles of treatment are determined according to diagnosis of client/patient and within the skills of competence of the practitioner |
| | 1.2 Contra-indications to treatment and possible complicating factors are ascertained and treatment strategy used is modified according to herbal medicine principles |
| | 1.3 Treatment and advice provided by other health care professionals is taken into consideration in determining the strategy to be used in treatment |
| | 1.4 Treatment strategy appropriate to client/patient condition is selected and supported on the basis of established herbal medicine practice |
| | 1.5 Specific treatment options take into consideration possible client/patient compliance issues |
| 2. Discuss the treatment strategy with the client | 2.1 Proposed treatment strategy is discussed with the client/patient |
| | 2.2 Sufficient time is allocated to discuss the treatment strategy, appropriate to the client/patient's needs |
| | 2.3 Client compliance is negotiated |
| | 2.4 Discrepancies between the practitioner's and the client/patient's perception of the condition are clarified |
| | 2.5 Any relevant information from medical or diagnostic reports is communicated where appropriate |
| | 2.6 Any perceived risks from the client/patient's condition and treatment are explained |
| | 2.7 The responsibilities of practitioner and client/patient within the treatment plan are clarified |

RANGE OF VARIABLES

<i>Therapeutic principles of herbal medicine framework refers to:</i>	Practices, theories and philosophies specific to the use of herbal medicines in the treatment of clients/patients eg concurrent, palliative and continuing care and recognise the stage of the client/patient's illness in terms of chronicity, tendency for the condition to degenerate or spontaneously resolve.
<i>Contra-indications to treatment and possible complicating factors may include:</i>	<ul style="list-style-type: none">• Acute surgical and medical conditions such as cardiac arrest, acute hypovolaemic shock, paralytic ileus and loss of consciousness• Traumatic injuries or conditions requiring immediate medical attention• Life threatening situations• Personal or life circumstances• Ability or willingness to comply with treatment• Allergies/sensitivities• Past treatment history• Current conditions/disease state• Current medications/treatments• Contra-indications for use of certain excipients and bases
<i>Treatments may include:</i>	<ul style="list-style-type: none">• Prescription of herbal medicines• Dispensing of extemporaneous preparations
<i>Client/patient compliance refers to:</i>	<ul style="list-style-type: none">• Ability to follow instructions or suggestions• Willingness to follow instructions or suggestions
<i>Discrepancies may include:</i>	<ul style="list-style-type: none">• Client/patient is unaware of the immediate danger of their condition• Client/patient is over anxious about their condition• Client/patient is unaware of maintaining causes acting on their condition• Practitioner is unaware of some implications of the client/patient's condition• Practitioner and client/patient have a different view as to what the main problem is

RANGE OF VARIABLES

Practitioner responsibilities may include:

- Isolating the sick person
- Notifying doctor about their condition
- Appropriate hygienic procedures
- Notifying state health authorities of notifiable/communicable disease
- Commitment to the treatment plan
- Discussing relevant contra-indications or potential complications to treatment
- Reviewing of treatment plan

Client/patient responsibilities may include:

- Following instruction/advice during and post treatment
- Advising practitioner of any relevant contra-indications or potential complications to treatment
- Advising practitioner of compliance issues
- Commitment to the treatment plan

Treatment evaluation strategies may include:

- Discussing and reviewing of response to treatment
- Reviewing achievement of treatment goals
- Monitoring time-frame for achieving treatment goals

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Critical aspects of assessment:

- Demonstrated ability to identify treatment options and establish treatment regimes
- Demonstrated ability to prepare treatment plans
- Demonstrated ability to understand and discuss medical reports and other data relevant to the case
- Knowledge of remedies/treatments and dosages used to treat particular conditions
- Demonstrated ability to dispense remedies/treatments
- Demonstrated ability to prescribe herbal medicines according to the time-frame appropriate to the client/patient condition and the herbs selected, and to the dosage recommended for the client/patient's age
- Knowledge of legal and ethical considerations in treating clients with herbal remedies
- Knowledge of lifestyle factors relevant to treatment of specific conditions and diseases
- Demonstrated consideration of the impact of client/patient vitality on selected treatments
- Knowledge of possible obstacles to cure
- Knowledge of community resources and support services
- Demonstrated communication and negotiation skills
- Demonstrated ability to provide advice

Concurrent assessment and relationship with other units:

- Work within a herbal medicine framework
- Communicate effectively with clients
- Apply diagnostic framework

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system
- Knowledge of the principles and practice of treating common conditions
- Knowledge of the active principles of the herbs which may be prescribed for treatment of each condition/system
- Knowledge of the principles of formulation (including dosage and duration of treatment)

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- Knowledge of supplementary measures in the management of the condition/system eg dietary considerations and exercise
- Ability to apply methods of treating and managing disease process of each system using herbal medicines
- Knowledge of major herbs with respect to their use for general symptoms, psychological and physiological indications
- Knowledge of minor herbs in respect to their most important indications
- Knowledge of groups of herbs and how to distinguish between them
- Knowledge of the clinical indications of herbal medicines relevant to specific circumstances eg infectious diseases, First Aid and injuries
- Knowledge of the interaction of treatments with foods, other herbs, nutritional supplements and drugs
- Knowledge of pharmacology of pharmaceutical and herbal medicines
- Knowledge of allopathic drugs, their classifications, usage and side effects
- Advanced knowledge of medical terminology
- Knowledge of pharmacokinetics of herbal medicines – drug administration, absorption, distribution, metabolism and excretion
- Knowledge of pharmacodynamics of pharmaceutical and herbal medicines and the theory of drug action; factors modifying drug effect and dosage; drug toxicity and toxicology
- Knowledge of drug abuse – signs, consequences, treatment and community resources available
- Knowledge of pharmaceutical and herbal medicines used in pregnancy and breast feeding
- Knowledge of pharmaceutical and herbal medicines used to treat disorders of each system of the body
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to treatments

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- Knowledge of contra-indications of treatment
- Knowledge of drug interactions with herbal medicines
- Ability to access and understand reference material on the effects of current conventional drug therapies and their withdrawal
- Ability to access and interpret up-to-date information on herbal medicines and practices
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Interpersonal and questioning skills

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Documented process to enable the access and interpretation of up to date information
- Relevant assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations for plan preparations
- Oral questioning and discussion
- Practical assignments
- Written, multiple choice or short answer tests
- Case studies and scenarios
- Observation in a practical setting
- Research work

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTH6A Prepare and dispense Western Herbal Medicine

Unit Descriptor

This unit describes the skills required to prepare and dispense Western Herbal Medicines according to a script prepared by a Western Herbal Medicine practitioner.

ELEMENT	PERFORMANCE CRITERIA
1. Recognise common herbs for use in individual prescriptions	<p>1.1 <i>Common herbs</i> are identified in their natural habitat</p> <p>1.2 Common herbs are identified in their dried form</p>
2. Prepare herbal medicines	<p>2.1 <i>Pharmaceutical ingredients and equipment</i> are identified and prepared</p> <p>2.2 Medicine is prepared according to <i>the guidelines and methodology</i> of herbal medicine</p> <p>2.3 Medicine is prepared <i>according to clinic guidelines</i></p> <p>2.4 <i>Care is taken</i> to prevent contamination of or by the medicine</p> <p>2.5 Medicine is <i>labelled and stored correctly</i></p>
3. Dispense the medicine	<p>3.1 <i>Dispensing ingredients and equipment</i> are identified and prepared</p> <p>3.2 The required herbal medicine is dispensed in the <i>form and quantity</i> stipulated by the prescription/order</p> <p>3.3 <i>Care is taken</i> to prevent contamination of or by the medicine</p> <p>3.4 Medicine is <i>labelled correctly</i></p> <p>3.5 <i>Instructions for taking the medicine</i> are provided to the client/patient</p> <p>3.6 <i>Factors which have an effect on storage</i> are identified and explained</p> <p>3.7 Medicine is dispensed according to clinic guidelines</p>

ELEMENT	PERFORMANCE CRITERIA
4. Control stock	<ul style="list-style-type: none">4.1 Required materials are obtained from <i>acceptable sources</i>4.2 The pharmacy is kept well stocked <i>according to clinic guidelines</i>4.3 <i>Factors which have an effect on storage</i> are identified4.4 Materials are stored <i>according to clinic guidelines</i>4.5 An alcohol register is maintained according to State regulations
5. Complete documentation	<ul style="list-style-type: none">5.1 <i>Workplace information</i> is recorded in the appropriate format5.2 Materials are <i>labelled correctly</i>

RANGE OF VARIABLES

Common herbs means at least 30 herbs which must include but are not limited to:

- Achillea millefolium
- Allium sativum
- Althea officinalis
- Angelica archangelica
- Apium graveolens
- Arnica montana
- Avena sativa
- Calendula officinalis
- Capsella bursa-pastoris
- Crataegus monogyna and/or oxycanthoides
- Filipendula ulmaria
- Foeniculum vulgare
- Galium aparine
- Hypericum perforatum
- Inula helenium
- Lavandula angustifolia
- Matricaria recutita
- Mentha x piperita
- Plantago lanceolata
- Rosmarinus officinalis
- Rubus idaeus
- Rumex crispus
- Salvia officinalis
- Sambucus nigra
- Silybum marianum
- Stellaria media
- Taraxacum officinale
- Thymus vulgaris
- Urtica dioica
- Verbascum thapsus

Pharmaceutical ingredients and equipment may include but are not limited to:

- Various raw or prepared herbs
- Different extraction medium which may include:
 - Water

RANGE OF VARIABLES

- Vinegar
- Wine
- Alcohol
- Ether
- Glycerol
- Oil
- Mortar and pestle
- Clean containers
- Measuring instruments
- Percolator, press and blender
- Containers
- Scoops
- Labels
- Protective clothing

Guidelines and methodology refers to:

- Published methodology in peer reviewed literature and/or official pharmacopœia where appropriate
- Methodology as described in writing by the prescribing practitioner
- Legal restrictions
- Therapeutic Goods Act and regulations
- Health and safety labelling requirements
- Methodology specific to preparing herbal medicines eg scheduled herbs, testing of herbal medicines
- Principles of manufacturing medicines

Dispensing ingredients and equipment may include but is not limited to:

- Various raw or prepared herbs
- Measuring instruments
- Containers
- Scoops
- Labels
- Protective clothing

The form of the medicine may include but is not limited to:

- Creams
- Capsules

RANGE OF VARIABLES

- Emulsions
- Ointments
- Suppositories
- Tinctures
- Extracts
- Pessaries

Care is taken to prevent contamination means:

- One medicine is dispensed at one time
- Medicines are made and prepared over an impervious surface
- Objects that come in contact with the medicine are cleaned or discarded
- Medicines which come in contact with contaminants are discarded
- The work space is well ventilated
- Direct contact between the practitioner and ingredients is avoided

Clinic guidelines may include:

- OHS guidelines
- Quality system guidelines
- Dispensing procedure
- Hygiene and waste guidelines
- Stock and storage procedures

Instructions for taking the medicine refer to:

- Mode of administration, eg external or internal
- Frequency of administration
- Factors which may interfere with the medicine, eg consumption of food, alcohol or tobacco concurrent use of allopathic medications
- Need to report incidences to the prescribing practitioner

Acceptable sources includes:

- Herbal medicine manufacturers listed in the Therapeutic Goods Administration
- Overseas manufacturers
- Collected and prepared from natural sources after ascertaining that the plant material is uncontaminated by pesticides or other contaminants

RANGE OF VARIABLES

Labelled correctly means:

- According to legislative guidelines
- According to clinic requirements

Factors which may have an effect on the storage may include:

- Heat above 50°C
- Prolonged exposure to heat over 30°C
- Prolonged exposure to sunlight

Workplace information may include:

- Details of preparation and dispensing undertaken
- Stock documentation
- Details of person(s) conducting preparation and dispensing
- Dispensing information for prescriptions

EVIDENCE GUIDE

Critical aspects of assessment:

- Demonstrated ability to correctly identify equipment and ingredients for herbal medicine preparation and dispensing
- Demonstrated ability to identify herbs listed in the range of variables
- Demonstrated ability to identify herbal ingredients in raw form and/or natural habitat
- Demonstrated ability to identify herbal ingredients in their dried form where appropriate for medicine preparation
- Demonstrated ability to describe plant classifications
- Demonstrated ability to describe plant nomenclature
- Demonstrated ability to describe general plant anatomy
- Demonstrated ability to utilise general plant identification techniques
- Demonstrated ability to use botanical keys for plants
- Demonstrated ability to prepare medicines for patients in pharmaceutical forms eg capsules, emulsions, creams, ointments, suppositories
- Demonstrated ability to dispense medicines in accordance with official practice, clinic guidelines and relevant legislation
- Demonstrated ability to dispense medicines in a range of dosages
- Demonstrated ability to take corrective action in response to out-of-specification results or non-compliance
- Demonstrated ability to monitor the dispensing process and equipment operation to identify out-of-specification results or non-compliance. This may include:
 - Labeling
 - Stock flow/quantity
 - Measuring devices

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- Materials faults
- Equipment faults
- Service faults
- Clean and sanitise equipment
- Carry out routine maintenance
- Demonstrated ability to dispense medicines in accordance with the order/prescription
- Demonstrated ability to confirm supply of necessary materials and services to the dispensing process
- Demonstrated ability to confirm equipment status and condition
- Knowledge of hygiene standards
- Demonstrated ability to access workplace information to identify requirements for the dispensing process

Concurrent assessment and relationship with other units:

- Contribute to the control of infection

Underpinning knowledge and skills:

- Knowledge of herbal medicine pharmacy
- Knowledge of factors that affect herbal medicines in preparation and storage
- Knowledge of herbal medicine preparation from source materials
- Knowledge of herbal medicine dispensing principles and methods
- Knowledge of the preparation of dispensing media
- Knowledge of internal preparations:
 - Culinary plants, common herbal teas, medicinal preparations
 - Biochemic and bioenergetic remedies, cold extracts, cordials, decoctions, essences, herbal honeys, infusions, methaglyns, oxymels, powders, spagyric technique, succus, syrups, tinctures
- Knowledge of chemical and physical incompatibilities

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- Knowledge of external therapy products:
 - Both medicinal and domestic
 - Baths, bath oils, creams, dyes, fomentations, incenses, aromatherapy products, compresses, ointments, perfumes, pomanders, potpourri, poultices
- Knowledge of standards of dispensing procedures
- Knowledge of the non-medicinal ingredients used in the preparation of herbal medicines
- Knowledge of prescription of medicines:
 - Legal restrictions
 - Therapeutic Goods Act
 - Health and safety
 - Labelling requirements
 - Restricted substances
 - Principles of manufacturing
 - Quality control procedures
- Knowledge of how the dispensing process affects the end product
- Knowledge of quality characteristics to be achieved
- Knowledge of process specifications, procedures and operating parameters
- Knowledge of equipment and instrumentation components, purpose and operation
- Knowledge of significance and methods of monitoring control points within the dispensing process
- Knowledge of common causes of variation and corrective action required
- Knowledge of OHS hazards and controls
- Knowledge of waste handling requirements and procedures
- Knowledge of recording requirements and procedures
- Knowledge of methods of administration for herbal medicines

EVIDENCE GUIDE

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Dispensing resources
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTHER7A

Provide dietary advice

Unit Descriptor

This unit describes the competencies required to provide advice on dietary modification according to established herbal medicine principles and practice.

ELEMENT	PERFORMANCE CRITERIA
1. Identify appropriate dietary modifications	<ul style="list-style-type: none">1.1 Identify <i>nutrient deficiencies</i>1.2 Identify food allergies and/or food sensitivities1.3 Determine the influence of <i>environmental factors</i> on nutritional status1.4 Design <i>dietary modifications</i> appropriate for the client/patient1.5 Address appropriate <i>cultural factors</i>1.6 Address appropriate lifestyle factors1.7 Justify proposed dietary modifications
2. Negotiate dietary change with client/patient	<ul style="list-style-type: none">2.1 Communicate proposed dietary changes to client/patient2.2 Explain reasons for dietary modification2.3 Obtain feedback from client/patient regarding proposed dietary changes2.4 Implement dietary changes in a manner acceptable to the client/patient

RANGE OF VARIABLES

Nutrient deficiencies must include:

- Macro nutrients (protein, carbohydrate, lipid)
- Vitamins
- Minerals

Environmental factors may include:

- Food additives
 - Intentional
 - Non-intentional
- Food contamination (microbiological)
- Pollution

Dietary modifications may include:

- Exclusion of some foods or food groupings
- Inclusion of some foods or food groupings
- Increased consumption of some foods or food groupings
- Decreased consumption of some foods or food groupings

Cultural factors must include:

- Religious restrictions
- Dietary choices eg vegetarians, vegan

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Critical aspects of assessment:

- The overriding principle of herbal medicine philosophy is treatment of the individual. Any treatment plan is expected to reflect this ideal in its design and implementation.
- All treatment care delivered is appropriate to relevant legislature and regulatory requirements
- Demonstrated ability to assess nutritional needs and determine the most appropriate modifications to the client/patient's diet
- Demonstrated ability to conduct appropriate tests and examinations and determine the outcomes
- Demonstrated ability to discuss dietary changes with the client/patient
- Knowledge of contra-indications for treatment
- Demonstrated ability to modify diet with consideration to cultural and lifestyle factors

Concurrent assessment and relationship with other units:

- Provide the herbal medicine treatment

Underpinning knowledge and skills:

- Knowledge of herbal medicine philosophy
- Basic knowledge of biomedical sciences ie anatomy and physiology, pathology, biochemistry, pharmacology
- Knowledge of nutritional status testing methods
- Knowledge of nutrition principles
- Knowledge of cultural diets and restrictions
- Demonstrated critical reasoning skills
- Demonstrated problem solving skills
- Knowledge of the nutritional components of food in common diets
- Ability to assess the nutritional value of food components in common diets
- Ability to conduct a physical examination
- Ability to analyse data from physical examinations and/or laboratory investigations
- Ability to assess the need for laboratory investigations
- Ability to analyse the dietary intake of clients

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- Ability to determine the nutritional requirements of clients for a range of human conditions including pregnancy and lactation, infancy, childhood, adolescence, adulthood (male/female), old age, health and fitness
- Ability to determine the nutritional and dietary needs of clients with specific conditions and diseases
- Ability to identify the signs and symptoms of the onset of a condition or disease
- Ability to establish the stage of development of a condition or disease state
- Ability to determine the potential impact of diet on the condition or disease state
- Ability to construct diets to prevent the onset of disease

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTH8A

Provide specialised Western Herbal Medicine treatment

Unit Descriptor

This unit describes the skills required to provide specialised Western Herbal Medicine care for less common conditions/disease states in accordance with the age, gender and mental health needs of the client/patient. This unit requires high level knowledge of herbal medicine and a wide range of health conditions.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage the specialised herbal medicine treatment | 1.1 <i>Knowledge of herbal medicines</i> is used to select the most appropriate treatment strategy |
| | 1.2 Factors which may interfere with the effectiveness of the treatment are taken into account for each herb and prescription |
| | 1.3 Possible treatment reactions are taken into account for each herb and prescription |
| | 1.4 Contra-indications are taken into account for each herb and prescription |
| | 1.5 Consent for treatment is ensured |
| | 1.6 Reactions to treatment (adverse or otherwise) are recognised and promptly responded to if necessary |
| | 1.7 Assessments and recommendations are fully documented |
| | 1.8 Treatment is provided according to the specialised herbal medicine treatment plan |
| | 1.9 Treatment is fully explained to the client/patient and all enquiries responded to |
| | 1.10 Counselling skills are used as appropriate |
| | 1.11 The treatment plan is reviewed and continuing care negotiated with the client/patient |
| 2. Provide specialised herbal medicine treatment for children and adolescents | 2.1 Consent for treatment is obtained from the parent/caregiver/guardian |
| | 2.2 Client/patient health is assessed according to standard guidelines relating to age |
| | 2.3 A specialised herbal medicine treatment plan is developed according to findings |
| | 2.4 <i>The treatment plan</i> is implemented |

ELEMENT	PERFORMANCE CRITERIA
3. Provide specialised herbal medicine treatment for women	<p data-bbox="608 297 1331 398">3.1 Client/patient health and welfare is assessed with special consideration given to conditions common to women</p> <p data-bbox="608 416 1331 562">3.2 A physical examination is conducted with special regard to common conditions of women <i>in various life stages</i> and according to local and national regulations</p> <p data-bbox="608 580 1294 645">3.3 A specialised herbal medicine treatment plan is developed according to findings</p> <p data-bbox="608 663 1134 692">3.4 <i>The treatment plan</i> is implemented</p>
4. Provide specialised herbal medicine treatment for men	<p data-bbox="608 752 1315 853">4.1 Client/patient health and welfare is assessed with special consideration to conditions common to men</p> <p data-bbox="608 871 1331 972">4.2 Physical examination is conducted with special regard to <i>common conditions</i> of men relating to age and according to local and national regulations</p> <p data-bbox="608 990 1294 1055">4.3 A specialised herbal medicine treatment plan is developed according to findings</p> <p data-bbox="608 1072 1134 1102">4.4 The treatment plan is implemented</p>
5. Provide specialised herbal medicine geriatric care	<p data-bbox="608 1171 1315 1279">5.1 Client/patient history is taken with special consideration to client/patient memory, cognitive ability and care requirements</p> <p data-bbox="608 1296 1315 1397">5.2 A physical examination is conducted with special regard to <i>common conditions</i> of ageing and according to local and national regulations</p> <p data-bbox="608 1415 1294 1480">5.3 A specialised herbal medicine treatment plan is developed according to findings</p> <p data-bbox="608 1498 1134 1527">5.4 <i>The treatment plan</i> is implemented</p>
6. Provide specialised herbal medicine mental health care	<p data-bbox="608 1597 1283 1697">6.1 Client/patient history is taken with special consideration to patient mental health and care requirements</p> <p data-bbox="608 1715 1294 1780">6.2 A specialised herbal medicine treatment plan is developed according to findings</p> <p data-bbox="608 1798 1134 1827">6.3 <i>The treatment plan</i> is implemented</p>

RANGE OF VARIABLES

Knowledge of herbal medicines means at least 130 herbs which must include but are not limited to:

- Achillea millefolium
- Allium sativum
- Althaea officinalis
- Angelica archangelica
- Apium graveolens
- Arnica montana
- Avena sativa
- Calendula officinalis
- Capsella bursa-pastoris
- Crataegus oxycantha/monogyna
- Filipendula ulmaria
- Foeniculum vulgare
- Galium aparine
- Hypericum perforatum
- Inula helenium
- Lavandula angustifolia
- Matricaria recutita
- Mentha x piperita
- Plantago spp
- Rosmarinus officinalis
- Rubus idaeus
- Rumex crispus
- Salvia officinalis
- Sambucus nigra
- Silybum marianum
- Stellaria media
- Taraxacum officinale
- Thymus vulgaris
- Urtica dioica
- Verbascum thapsus
- Agropyron repens
- Angelica sinensis
- Arctium lappa
- Arctostaphylos uva-ursi
- Astragalus membranaceus

RANGE OF VARIABLES

- *Berberis vulgaris*
- *Capsicum minimum*
- *Caulophyllum thalictroides*
- *Chamaelirium luteum*
- *Cimicifuga racemosa*
- *Cynara scolymus*
- *Dioscorea villosa*
- *Echinacea* spp
- *Eleutherococcus senticosus*
- *Equisetum arvense*
- *Euphrasia officinalis*
- *Fucus vesiculosus*
- *Gentiana lutea*
- *Ginkgo biloba*
- *Glycyrrhiza glabra*
- *Hamamelis virginiana*
- *Harpagophytum procumbens*
- *Humulus lupulus*
- *Hydrastis canadensis*
- *Juniper communis*
- *Leonurus cardiaca*
- *Marrubium vulgare*
- *Melissa officinalis*
- *Paeonia lactiflora*
- *Panax ginseng*
- *Passiflora incarnata*
- *Phytolacca decandra/americana*
- *Rhamnus purshiana*
- *Scutellaria lateriflora*
- *Serenoa repens*
- *Smilax* spp
- *Solidago virgaurea*
- *Symphytum officinale*
- *Tanacetum parthenium*
- *Thuja occidentalis*
- *Tilia* spp

RANGE OF VARIABLES

- Trifolium pratense
- Trigonella foenum-graecum
- Ulmus fulva
- Valeriana officinalis
- Viburnum opulus
- Vitex agnus castus
- Withania somnifera
- Zanthoxylum clava-herculis
- Zingiber officinale

Knowledge of herbal medicines must include a minimum of 3 herbs from each specific action category ie:

- Alterative
- Anodyne
- Adaptogen
- Alterative
- Analgesic
- Anodyne
- Antiemetic
- Anti-infective
- Anti-inflammatory
- Antiseptic
- Antispasmodic
- Antitussive
- Antiviral
- Aperient
- Aphrodisiac
- Astringent
- Bitter
- Cardioactive
- Carminative
- Cholagogue
- Circulatory stimulant
- Demulcent
- Diaphoretic
- Diuretic
- Eliminative
- Emetic

RANGE OF VARIABLES

- Emmenagogue
- Expectorant
- Febrifuge
- Galactagogue
- Hepatic
- Laxative
- Nervine
- Relaxant
- Rubefacient
- Sedative
- Stimulant
- Stomachic
- Tonic
- Vasodilator
- Vermifuge
- Vulnerary

Specialised herbal medicine treatment includes:

- Using a high level of herbal medicine knowledge to enable extrapolation of case study information to new cases
- Using research including literature reviews and critical assessment of research, as a tool in providing treatment
- Knowledge and understanding of the herbal medicine treatment of conditions/disease states of particular groups in society with specific needs
- Knowledge and understanding of the scheduling of herbal medicines in the standard for the uniform scheduling of drugs and poisons
- Applying recommending, dispensing or prescribing herbal medicines, extemporaneous preparations, herbal plasters, poultices, ointments or other topical herbal applications
- All treatment or care delivered meets the requirements of relevant legislation and regulations
- Collaborating with or referring to other health care professionals as required

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using of First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local emergency services

Consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines

Response to enquiries may include:

- Providing (or directing to) information material
- Answering questions
- Following up with further information
- Providing of referrals

The treatment plan may include:

- Prescription of herbal medicines
- Dispensing of extemporaneous preparations

Assessment of the case may include:

- Antenatal, birth and post natal period information, apgar score, birth weight and feeding method and frequency
- Family history, maternal and paternal
- Growth and growth patterns
- Height, weight and head circumference measurements
- Changes in the pattern of growth over a series of measurements
- Recognise major milestones in development

RANGE OF VARIABLES

- Relate the major milestones in personal and social skills fine motor skills, general motor skills and language development to a simplified standard milestone chart

Life stages refers to:

- Neonate (birth to 28 days)
- Children
- Adolescence (puberty to adulthood)
- Adulthood
- Old Age
- Pregnancy and post natal period for women
- Peri-menopausal and post menopausal state for women

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an ability to apply the underpinning values and philosophies of herbal medicine within clinical practice
- Knowledge of a minimum of 130 major medicinal herbs as listed in the range of variables
- Demonstrated ability to provide treatment appropriate to age and specific needs of clients/patients
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant services and case management program
- Demonstrated age appropriate communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Provide the herbal medicine treatment
- Communicate effectively with clients/patients
- Prepare and dispense herbal medicines

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system, and the principles and practice of treating each system/condition
- Knowledge of less common disease states and functional problems of particular groups in society with specific needs including, but not limited to infants, children, adolescents, elderly, peri- and post- menopausal, pregnant and lactating women
- Knowledge of less common disease states and functional problems of the reproductive system of women and men
- Ability to integrate knowledge of the historical, theoretical and philosophical aspects of herbal medicine into clinical practice

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- Demonstration of ability to analyse a complex clinical problem utilising western herbal medicine model of clinical reasoning, and utilising literature review techniques to understand the nature of the problem and its management
- Knowledge and understanding of the scheduled herbs, including reasons for scheduling
- Knowledge and understanding of the less common herbal medicines used for each system/condition, including their active principles
- Knowledge of a minimum of 130 herbs as listed in the range of variables
- Knowledge of how to select best treatment/medicine within best current practice
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Knowledge of how to correctly prepare and dispense herbal medicines
- Knowledge of supplementary measures in the management of the conditions eg dietary considerations and exercise
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications of treatment
- Knowledge of herb-drug interactions
- Knowledge of pathogenesis of herbal medicines administered
- Discussion and demonstration of ability to identify and effectively monitor ‘high level of concern’ patients
- Discussion and demonstration of ability to determine ‘level of concern’ in relation to risk of complications, severity of disease process, lifestyle factors and their impact on treatment strategies, timeframe of treatment, and other factors
- Knowledge of medical reports and diagnostic procedure
- Ability to extrapolate case study information to new cases
- Demonstrated ability to access and interpret up-to-

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date information

- Knowledge of research priorities
- Knowledge of research issues and their uses
- Ability to critically evaluate research
- Knowledge of relevant reference works and information sources
- Knowledge of statistical analysis
- Ability to access and critically evaluate reference material on the effects of current conventional drug therapies and their withdrawal
- Interpersonal and questioning skills
- Ability to communicate information through written or verbal media
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTH9A

Provide the Western Herbal Medicine treatment

Unit Descriptor

This unit describes the skills required to administer client/patient treatment according to a Western Herbal Medicine framework.

ELEMENT

PERFORMANCE CRITERIA

- | | |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Manage treatment | <ul style="list-style-type: none">1.1 Factors which may interfere with the effectiveness of the treatment are explained1.2 The mode of administration and management of the treatment are explained to the client/patient1.3 Client/patient is requested to monitor reactions and contact practitioner as required1.4 Appropriate consent for treatment is ensured1.5 Reactions to treatment (adverse or otherwise) are recognised and promptly responded to if necessary1.6 Time, location and content of future sessions are clearly explained to the client/patient1.7 Recommendations are fully documented1.8 Treatment is provided according to the treatment plan |
| 2. Apply therapeutic techniques | <ul style="list-style-type: none">2.1 Herbal medicines, extemporaneous preparations, herbal plasters, poultices, ointments or other topical applications are applied, recommended, dispensed or prescribed2.2 Treatment is delivered according to regulations2.3 Other health care professionals are referred to or collaborated with as required |
| 3. Advise and resource the client | <ul style="list-style-type: none">3.1 The client/patient is educated in relevant and practical techniques for promotion and maintenance of optimum health3.2 Client/patient queries are answered with clarity, using appropriate language3.3 Appropriate interpersonal skills are used when explaining treatment plans and recommendations to the client/patient3.4 Client/patient independence and responsibility in treatment are promoted wherever possible3.5 Counselling within a herbal medicine framework is provided when appropriate |

ELEMENT

PERFORMANCE CRITERIA

- | | |
|---------------------|-------------------------------------------------------------------------------------------|
| 4. Review treatment | 4.1 Progress is reviewed with the client/patient |
| | 4.2 Effects of previous treatment are identified and recorded |
| | 4.3 Previous treatment plan is reviewed |
| | 4.4 Need for ongoing and/or additional treatment is evaluated |
| | 4.5 Changes to the plan are negotiated with the client/patient to ensure optimal outcomes |

RANGE OF VARIABLES

Factors which interfere with the effectiveness of treatment may include:

- Other medical treatment being undertaken
- Client/patient physical and psychological readiness and/or wellness
- Cultural factors
- Contra-indications to treatment
- Post treatment activity

Mode of administration may be:

- Oral
- Topical
- Inhaled

Responses to reactions may include:

- Adjusting treatment accordingly
- Seeking appropriate expertise
- Discussing reaction with the client/patient
- Adhering to clinic guidelines for response to accidents and emergencies
- Using First Aid procedures according to St Johns, Australian Red Cross or other appropriate First Aid training
- Accessing local, emergency services

Appropriate consent for treatment refers to:

- Informed consent according to the local and national regulations and legal guidelines
- Treatment is given to minors/wards of state when only parent/guardian is present

Regulations may include:

- Hygiene and infection control regulations
- OHS regulations
- Clinic or professional practice guidelines
- State or national legislation

Advise and resource the client/patient refers to:

- Providing relevant literature or information materials
- Referring client/patient to other information sources
- Providing advice regarding self-care
- Advising client/patient of suggested resources

RANGE OF VARIABLES

- Providing details which help to fully inform patient/client of relevant information
 - Providing referrals to other health professionals
 - Availability of products required or suggested for treatment
- Practical techniques that promote and maintain optimal health may include:*
- Nutritional advice
 - Advice on lifestyle modification
 - Exercise suggestions
 - Stress management techniques

EVIDENCE GUIDE

Critical aspects of evidence

Treatment plans are implemented to achieve optimal health, rehabilitation, or to improve quality of life. These involve:

- Appropriate preparation of client/patient for treatment
- Treatment of a range of conditions/disease states
- Incorporation of the philosophies of the practice of herbal medicine
- Demonstration of the application of commonly used treatment practices
- Provision of treatment in accordance with the individual, condition and presence of complicating factors.
- Provision of the safest, most efficacious and cost effective treatment method
- Use of counselling within herbal medicine consultation as an aid to treatment
- Provision of treatment in accordance with the treatment plan
- Complete documentation of all recommendations and client/patient responses
- Review of treatment plan
- Demonstrated interpersonal skills

Concurrent assessment and relationship with other units:

- Communicate effectively with clients
- Contribute to the control of infection
- Work effectively within the health industry
- Prepare and dispense herbal medicines

Underpinning knowledge and skills:

- Knowledge of common disease states and functional problems of each bodily system and the principles and practice of treating each system/condition
- Knowledge of the active principles of the main herbal medicines used for each system/condition
- Knowledge of the principles of formulation (including dosage and duration of treatment)
- Knowledge of supplementary measures in the management of the conditions eg dietary considerations and exercise
- Ability to apply methods of treating and managing disease process of each system using herbal medicine

EVIDENCE GUIDE

- Knowledge of how to select best treatment/medicine within best current practice
- Knowledge of how to correctly prepare and dispense herbal medicines
- Knowledge of medical reports and diagnostic procedures
- Knowledge of the possible responses to treatments
- Knowledge of contra-indications of treatment
- Knowledge of drug interactions
- Knowledge of pathogenesis of the remedies administered
- Ability to access reference material on the effects of current conventional drug therapies and their withdrawal
- Knowledge and understanding of methods of preparing treatment and management plans
- Knowledge of the correct preparations required for specific treatment
- Knowledge of dosage principles
- Demonstrated ability to access and interpret up-to-date information on health practices and medicines
- Interpersonal and questioning skills
- Ability to write referrals, appraisal letters for insurance companies and other documentation

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration
- Simulations
- Explanations of technique
- Oral questioning and discussion
- Case studies and scenarios

EVIDENCE GUIDE

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.

UNIT HLTH10A

Work within a Western Herbal Medicine framework

Unit Descriptor

This unit describes the skills required to work effectively within a Western Herbal Medicine framework.

ELEMENT	PERFORMANCE CRITERIA
1. Demonstrate commitment to the central philosophies of the practice of herbal medicine	<ul style="list-style-type: none">1.1 <i>Definition of herbal medicine</i> and its system of medicine is provided1.2 Historical development of herbal medicine is provided1.3 Central philosophies of herbal medicine are identified and explained1.4 Practitioner applies herbal medicine philosophy to his/her own health practices1.5 Practitioner draws on herbal medicine philosophy to interpret health issues
2. Identify and describe the principles and practices of herbal medicine	<ul style="list-style-type: none">2.1 Herbal medicine <i>assessment techniques</i> are identified and described2.2 <i>Major methods of treatment</i> used by herbal medicine practitioners are identified and described2.3 Other <i>complementary treatments</i> used by herbalists are identified and described
3. Demonstrate knowledge of complementary therapies	<ul style="list-style-type: none">3.1 <i>Information on other complementary therapies</i> is provided3.2 <i>Relationship between therapies</i> is identified
4. Represent herbal medicine framework to the community	<ul style="list-style-type: none">4.1 Practices and principles of herbal medicine can be explained in an easily understood way in a one-to-one and group setting4.2 <i>Enquiries</i> are clarified and appropriate information is provided4.3 Requests for client/patient to bring <i>relevant data</i> to the consultation are made4.4 Alternative sources of information/advice are discussed with the client/patient
5. Work within clinic and regulation guidelines	<ul style="list-style-type: none">5.1 <i>Clinic guidelines</i> are accessed when appropriate and followed5.2 <i>Legal and regulatory guidelines</i> are accessed when appropriate and followed

ELEMENT

PERFORMANCE CRITERIA

5.3 *Relevant documentation* is undertaken

RANGE OF VARIABLES

Definition of herbal medicine refers to:

Practices, theories and philosophies specific to the use of herbal medicines in the treatment of clients/patients may include concurrent, palliative and continuing care and recognise the stage of the client/patient's illness in terms of chronicity, tendency for the condition to degenerate or spontaneously resolve.

Appropriate assessment techniques may include:

- Observation
- Discussion
- Taking temperature
- Taking pulse and blood pressure
- Palpation and auscultation
- Percussion
- External physical examination
- Urine tests
- Assessment of growth (height, weight, head circumference) and development
- Overview of system by enquiring about the presence of previously diagnosed organic diseases and functional disorders
- Any other method in which the practitioner has been trained to a competent standard
- Procedure which is conducted according to legislative and regulatory requirements

Major methods of treatment include:

- Prescription of herbal medicines
- Dispensing of extemporaneous preparations

Other complementary treatments may include:

- Advice on lifestyle change, diet, exercise regimen and recreational and other activity modifications
- Therapies in which the practitioner is trained

Information on other complementary therapies and western medicine may include:

- Historical development
- Principles and practices
- Current availability
- Tools and techniques
- Interactions between different therapies
- When therapies may be used
- Underpinning philosophy

RANGE OF VARIABLES

Relationship between therapies may include:

- Contra-indications to treatment
- Effects of one treatment over or with another
- Treatment according to stage of condition

Enquiries may require explanation of:

- Duration of treatment
- Expected treatment outcomes
- Possible approaches to treatment
- Estimated cost of treatment
- Availability of health fund rebates
- Work cover eligibility
- Professional status of practitioner
- Availability of home visits
- After hours service
- Provision for hospital visits

Appropriate information may include:

- Confirmation of appointment date and time
- Clinic location and directions
- Cost of initial consultation
- Payment options

Clinic guidelines may include:

- Procedures and guidelines
- Purpose or mission statement
- Code of ethics or practice
- Level of competency and degree of supervision
- Partnership/group decisions, agreed practice

Legal and regulatory guidelines may include:

- OHS guidelines
- Anti-discrimination legislation
- Privacy Act
- Infection control

Relevant documentation may include:

- Nature of enquiry
- Client/patient contact details
- Recording of incidents
- Appointment details

EVIDENCE GUIDE

Critical aspects of assessment:

- Ability to work or model work which demonstrates an understanding of underpinning values and philosophies in the herbal medicine framework
- Knowledge of the philosophies, principles and tools of herbal medicine practice
- Knowledge of a range of alternative and complementary therapies
- Demonstrated ability to correctly identify client/patient information needs
- Demonstrated ability to provide client/patient with required information
- Demonstrated ability to appropriately record details of client/patient enquiries according to clinic guidelines
- Demonstrated ability to explain relevant products and services
- Demonstrated communication skills in a one-to-one and group setting

Concurrent assessment and relationship with other units:

- Work effectively in the health industry

Underpinning knowledge and skills:

- Knowledge of philosophical tradition of science/western medicine
- Knowledge of the history of herbal medicine
- Knowledge of sociology of health and the health care system
- Knowledge of ethical issues in natural medicine
- Knowledge of OHS requirements in the workplace
- Knowledge of the current political context of health care
- Knowledge of the dynamic interchange between the physical, mental, social, environmental and spiritual landscape
- Knowledge of the rationalistic, analytical approach to an understanding of disease
- Knowledge of the vitalistic, empirical approach to health
- Knowledge of the herbalist integration of these approaches to health

EVIDENCE GUIDE

- Knowledge of the qualitative, quantitative, cultural and traditional lines of evidence used in herbal medicine
- Knowledge of the philosophy, principles and practices of other alternative and complementary therapies
- Knowledge of the principles of herbalist practice
- Knowledge of how herbal medicine works with the conventional medical model
- Communication skills in one-to-one and group settings

Resource implications

Resource requirements may include:

- An appropriately stocked and equipped clinic or simulated clinic environment
- Relevant texts or medical manuals
- Relevant paper-based/video assessment instruments
- Appropriate assessment environment
- Skilled assessors

Method of assessment

Assessment may include:

- Practical demonstration and simulations
- Short tests and essays
- Oral questioning and discussion
- Case studies and scenarios

Context of assessment:

This unit is most appropriately assessed in the workplace or in a simulated workplace and under the normal range of work conditions. Assessment may contain both theoretical and practical components and examples covering a range of clinical situations.