



Australian Government

Department of Education, Employment and Workplace Relations

SIFMWK011A Dress bodies and apply cosmetics

Revision Number: 1

SIFMWK011A Dress bodies and apply cosmetics

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to dress the deceased and prepare face, hair and nails for viewing by relatives and friends.
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Application of the Unit

Application of the unit	This unit applies to funeral home staff members who may or may not be embalmers and involves working autonomously with a reasonable level of responsibility.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil
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Employability Skills Information

Employability skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency. Performance criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Conduct preparatory procedures for performing cosmetic body preparation.	1.1 Identify and prepare mortuary area and appropriate <i>instruments and equipment</i> according to <i>workplace policies and procedures, relevant legislation</i> and <i>infection control practices</i>. 1.2 Prepare and use <i>personal protective equipment</i> according to workplace policies and procedures, and relevant legislation. 1.3 Move the deceased person to appropriate mortuary room and position according to workplace policies and procedures. 1.4 Identify and respect <i>social, cultural and religious requirements</i> and <i>presentation requirements</i>.
2 Dress the deceased person.	2.1 Identify dressing requirements according to family requirements and workplace policies and procedures and assemble required materials. 2.2 Dress or shroud the deceased person according to family requirements and workplace policies and procedures.

ELEMENT	PERFORMANCE CRITERIA
3 Prepare face, hair and nails.	3.1 Identify and select hairdressing implements and products as required. 3.2 Brush and style hair to meet presentation requirements. 3.3 Identify the need, extent and style of make-up required according to presentation requirements. 3.4 Apply make-up as required using appropriate products or make-up supplied by the family. 3.5 Apply nail polish as required by predetermined need, extent and style of make-up. 3.6 Conduct evaluation of cosmetic preparation according to workplace policies and procedures and presentation requirements and carry out remedial action as required.
4 Clean up.	4.1 Clean, disinfect or sterilise instruments and equipment according to workplace policies and procedures, and relevant legislation. 4.2 Dispose of waste materials according to workplace policies and procedures, and relevant legislation. 4.3 Store instruments and equipment according to workplace policies and procedures and report faults. 4.4 Clean and disinfect mortuary area according to workplace policies and procedures, and relevant legislation.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- planning and organisational skills to identify and prepare required instruments and equipment
- technology skills to identify and apply appropriate equipment use
- self-management skills to monitor own response to dealing with deceased bodies and take corrective action
- problem-solving skills to evaluate results and take remedial action.

Required knowledge

- infection control practices and procedures
- workplace policies and procedures for performing minor body restoration procedures
- sterilisation procedures for instruments and equipment
- properties and uses of germicidal sprays and disinfectants
- social, cultural and religious requirements
- funeral services industry parameters and protocols for dealing with the deceased
- broad working knowledge of relevant federal, state or territory, and local government legislation and regulations relating to OHS, infection control and handling human remains.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- ability to identify dress and cosmetic requirements through examination and access to family's instructions
- ability to prepare mortuary area and select and use the required instruments, equipment cosmetics and hair

EVIDENCE GUIDE

products

- application of dress, cosmetics and fixing of hair using appropriate techniques to achieve identified presentation requirements
- the cleaning, disinfecting and sterilising of the mortuary area, instruments and equipment at conclusion of the body preparation
- knowledge of infection control practices and safe manual handling techniques
- dressing bodies and applying cosmetics on multiple occasions to ensure consistency of performance and ability to respond to different situations.

Context of and specific resources for assessment

Assessment must ensure:

- demonstration of skills in a mortuary facility where deceased bodies may be safely prepared and appropriate mortuary lighting, plumbing and ventilation requirements can be monitored and maintained
- access to deceased bodies
- access to cleansing and disinfecting products
- access to mortuary instruments and equipment
- access to personal protective equipment.

EVIDENCE GUIDE

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of candidate preparing mortuary area, instruments and equipment and applying hair and make-up techniques to achieve presentation requirements
- written or verbal questioning to assess knowledge and understanding of infection control practices
- review of portfolios of evidence and third-party workplace reports of on-the-job performance by the candidate.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SIFMWK007A Set facial features.

Employability skills embedded in this unit should be assessed holistically with other relevant units that make up the skill set or qualification and in the context of the job role.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

- Instruments and equipment*** may include:
- personal protective equipment
 - sterilisation equipment
 - sterilisation chemicals and solutions
 - instruments and instrument tray
 - dressing table
 - disinfectant hand solution, paper towels and soap
 - shampoos and cosmetics
 - plastic laundry bags
 - plastic infectious waste bags
 - biomedical waste containers for infectious and radioactive human tissue
 - pedestal lamps
 - linen
 - first aid kit
 - cotton wool
 - capsules for transporting babies
 - scissors.

RANGE STATEMENT

Workplace policies and procedures may include:

- standard operating policies and procedures
- standards and certification requirements
- communication protocols
- quality assurance procedures
- OHS procedures, including:
 - infection control procedures
 - manual handling procedures
 - material handling procedures, including hazardous or infectious materials
- emergency procedures, including fire and accident procedures
- security procedures.

Relevant legislation, regulations and codes of practice may include:

- OHS
- Anatomy Act
- Human Tissue Act
- Skin Penetration Act
- Coroner's Act
- Public Health Act
- Environment Protection Act
- local government regulations
- funeral services industry code of practice
- Worksafe Australia certification and standards.

RANGE STATEMENT

Infection control practices may include:

- checking for infectious and transmittable disease
- using personal protective equipment
- sterilising apparatus and instruments
- providing sterile storage areas for instruments
- using disinfectants
- safe removal and disposal of soiled and contaminated garments
- safe ventilation
- avoiding invasive procedures on bodies
- immunisation
- periodic X-rays
- seeking medical advice
- recording injury and incidence
- reporting injury and incidence
- providing first aid kit
- performing first aid as necessary
- labelling clothing.

Personal protective equipment may include:

- disposable gloves
- heavy duty gloves
- barrier gown or suit
- waterproof overshoes
- waterproof aprons
- splash proof masks
- hair cover.

Social, cultural and religious requirements may include:

- dress standards
- gender of embalming personnel
- time required between death and burial or cremation
- orientation of the deceased person
- restrictions on methods of embalming permissible.

Presentation requirements may include:

- need, extent and style of make-up
- gender
- remedial and camouflage
- nail polish.

RANGE STATEMENT

Evaluation may include:

- hair
- eyes
- nails
- skin
- teeth
- shaving
- cosmetics
- dressing
- jewellery
- clots
- intravenous line punctures
- tracheotomy or colostomy openings
- purse string sutures
- other openings not closed
- incisions not sutured
- incision seal powder
- leakage from sutures.

Unit Sector(s)

Sector Funeral Services

Competency field

Competency field Mortuary Work and Embalming