

Course Name	Follow procedures for safe removal of client
Course code	HLTAMBAE403B
Contact details	Allens Training Phone 1300 559 064 or www.allenstraining.com.au
In Partial completion of	This course is taken from the Health Training package HLT07 and is in partial completion of <input checked="" type="checkbox"/> HLT41007 Certificate IV in Health (Ambulance)
Description of this unit against the qualification	For a full understanding of the qualification, please go to the link for further information http://www.allenstraining.com.au and click on the courses tab found on the top left hand side of the web page
Descriptor	This unit involves following procedures to ensure safe removal of the client under routine conditions as part of ambulance work
What is covered in the course	<ol style="list-style-type: none"> 1. Assess non-emergency situation in relation to safe removal of the client 2. Implement procedures for safe removal of the client 3. Monitor removal procedure
Employability Skills	The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements
Pre-requisites	There are no pre-requisites or co-requisites for this competency unit
Course duration	10 hours
How will I be assessed	A written assessment plus project and workplace reports required to be awarded the unit competency
Policy & procedures	A copy is available on our web site
Where is the Training Package	The Training package is attached to this document starting on page 2

HLTAMBAE403B

Follow procedures for routine safe removal of client

Descriptor

This unit involves following procedures to ensure safe removal of the client under *routine conditions* as part of ambulance work

Employability Skills

The required outcomes described in this unit of competency contain applicable facets of Employability Skills

The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements

Application

Application of skills described in this competency unit refers to routine situations where clients are not anticipated to have an immediately life threatening injury, illness or condition

ELEMENT

Elements define the essential outcomes of a unit of competency.

1. Assess non-emergency situation in relation to safe removal of the client

2. Implement procedures for safe removal of the client

PERFORMANCE CRITERIA

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

- 1.1 Survey scene and assess condition of client in relation to *procedures* necessary for safe removal of client
 - 1.2 *Formulate plan* based on assessment of all factors and with client condition and welfare as the prime concerns
 - 1.3 Identify additional resources for safe removal of client, as required, based on an assessment of the situation
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- 2.1 Obtain any *resources* necessary for the safe removal of the client
 - 2.2 Implement plan to ensure safety of personnel and client welfare
 - 2.3 Negotiate and maintain means of safe movement of the client according to State and Territory OHS Acts, as well as organisation policies and procedures
 - 2.4 Ensure actions are in accordance with local ambulance standard operation procedure

ELEMENT

Elements define the essential outcomes of a unit of competency.

3. Monitor removal procedure

PERFORMANCE CRITERIA

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

- 3.1 Constantly monitor removal procedure with reference to needs, condition and safety of the client and personnel
- 3.2 Constantly monitor client welfare and any factors impacting on safe movement of the client
- 3.3 Modify removal procedure as necessary to ensure ongoing safety of client and personnel

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit.

Essential knowledge:

- OHS policies and procedures relevant to the movement of clients
- Client care requirements under a range of circumstances involving movement of client
- Correct use of relevant equipment and potential for adaptation of available resources
- Factors which may affect safety and welfare of client and crew

Essential skills:

Ability to:

- Demonstrate:
 - movement of clients (including disabled clients) under a variety of conditions and situations
 - correct and safe application of appropriate lifting techniques
 - proper use of various types of equipment required for safe routine egress
 - compliance with OHandS requirements during procedures
 - ensuring that the welfare of client and crew is paramount in procedures
- Use problem solving skills including:
 - using available resources
 - analysing information
 - making decisions that ensure client welfare during safe routine egress
- Use oral communication skills (language competence) required to fulfil job roles as specified by the organisation, including:
 - asking questions
 - active listening
 - asking for clarification from client or other persons at the scene
 - negotiating solutions
 - acknowledging and responding to a range of views
- Use written communication skills (literacy competence) required to fulfil job roles as specified by organisation, including:
 - reading and understanding incident reports and case management materials
 - preparing handover reports for receiving agency staff
- Use interpersonal skills, including:
 - working with others
 - showing empathy with client and relatives
 - relating to persons from differing cultural, social and religious backgrounds

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. Add any 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.

Pre-planning may include, but is not limited to:

- Potential resources required such as equipment, personnel, other services
- Access and egress requirements
- Identification of potential safety issues

Modes of transport may include, but are not limited to:

- Road ambulances
- Clinic cars
- Buses

Routine conditions refer to:

- any situation that is non-life threatening

Resources may include, but are not limited to:

- Equipment
- Personnel

Procedures may include, but are not limited to:

- Assisting disabled clients
- Lifting equipment
- Carry chair
- Carry sheet
- Spine immobilisation equipment

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

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

- Evidence must include observation of performance in the workplace or in a simulated work situation
- Where, for reasons of safety, assessment takes place away from the workplace, simulations should be used to represent workplace conditions as closely as possible.
- Evidence must include demonstration over a period of time to ensure consistency of performance.

Access and equity considerations:

- All workers in the health industry should be aware of access and equity issues in relation to their own area of work
- All workers should develop their ability to work in a culturally diverse environment
- In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
- Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities