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| UNIT CODE | HLTAHA032 |
| UNIT TITLE | Assist with the development and maintenance of an individual's functional status |
| APPLICATION | <p>This unit describes the skills and knowledge required to provide assistance to an allied health professional. Work includes supporting persons to participate in developmental activities that will enhance or maintain functional status.</p> <p>This unit applies to allied health assistants and should be performed under the direct, indirect or remote supervision and delegation of an Allied Health Professional (AHP).</p> <p>The skills in this unit must be applied in accordance with Allied Health Assistant Framework, Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.</p> <p>No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.</p> |
| PREREQUISITE UNIT | Nil |
| COMPETENCY FIELD | Allied Health |
| UNIT SECTOR | Health |

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| ELEMENTS | PERFORMANCE CRITERIA |
| <i>Elements describe the essential outcomes</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 1. Receive delegation and gather information. | 1.1 Obtain written or verbal delegation for an allied health activity from the allied health professional. 1.2 Obtain information from relevant sources and delegating allied health professional, according to organisational policy and procedures. 1.3 Discuss and confirm with delegating allied health professional treatment plans and programs. |

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| <p>2. Plan to deliver a daily living skills program based on identified goals.</p> | <p>2.1 Use screening and data collection tools to gather information on functional status and performance to feedback to delegating allied health professional. 2.2 Identify program requirements outside scope of role and responsibilities and discuss with delegating allied health professional. 2.3 Identify and confirm impact of the program's contribution to the person's overall care plan. 2.4 Confirm persons availability in accordance with organisational procedures. 2.5 Identify cultural and spiritual issues that might have an impact on person's maintenance of daily living function. 2.6 Identify and plan for any risk and safety issues that may impact on the person's ability to participate in program.</p> |
| <p>3. Assist allied health professional based on delegation.</p> | <p>3.1 Assist delegating allied health professional to work with person and carers to identify skills and abilities to make participation for the person more meaningful. 3.2 Assist delegating allied health professional to work with person and carers to identify their needs and priorities of specific skill development and maintenance. 3.3 Identify skills that need to be developed that are outside scope of role and responsibilities and refer to the delegating allied health professional. 3.4 Assist delegating allied health professional to work with the person and carers to develop goals that will enable work at the person's own pace to acquire and retain skills for daily living. 3.5 Support the person and carers to identify methods that will build upon their strengths when developing, and retaining daily living skills.</p> |
| <p>4. Deliver daily living skill development and maintenance program</p> | <p>4.1 Gather the equipment and materials to deliver the daily living program, in line with client needs, delegation of the allied health professional and legislative and organisational procedures. 4.2 Check safety and efficiency of any equipment and materials. 4.3 Support person to carry out activities that promote safety, involvement and confidence, and adhere to the cultural and spiritual beliefs and preference of the individual. 4.4 Provide support according to principles and practices of active support, that is respectful of the client and provides encouragement and motivation to optimise persons interest and involvement. 4.5 Identify and respond to any risk to person or others and report to delegating allied health professional. 4.6 Provide person with regular feedback of progress. 4.7 Follow stepping down procedures outlined in treatment plan or organisational procedures when person becomes distressed, in pain or communicates their desire to slow down, change activity or stops.</p> |
| <p>5. Comply with supervisory requirements</p> | <p>5.1 Seek assistance when person presents with needs or signs outside limits of own scope of role. 5.2 Report persons difficulties to the delegating allied health professional before continuing the program. 5.3 Participate in supervision processes with the delegating allied health professional in accordance with organisational procedures.</p> |

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| 6. Clean and store equipment and materials | 6.1 Clean equipment and materials in accordance with manufacturers requirements. 6.2 Store equipment and materials in accordance with manufacturers requirements and organisational procedures. 6.3 Report equipment faults to organisational procedures. |
| 7. Document persons information | 7.1 Document information relating to the program in accordance with organisational requirements. 7.2 Provide regular feedback to the persons delegating allied health professional. 7.3 Use terminology to document symptomatic expression of identified problems related to the program. |

| FOUNDATION SKILLS | |
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| <i>Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.</i> | |
| SKILLS | DESCRIPTION |
| Reading skills to: | ■ |
| Writing skills to: | ■ |
| Oral communication skills to: | ■ |
| Numeracy skills to: | ■ |
| Learning skills to: | ■ |
| Problem-solving skills to: | ■ |
| Initiative and enterprise skills to: | ■ |
| Teamwork skills to: | ■ |
| Planning and organising skills to: | ■ |
| Self-management skills to: | ■ |
| Technology skills to: | ■ |

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| UNIT MAPPING INFORMATION | No equivalent unit. |
| LINKS | Companion Volume Implementation Guide |

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| TITLE | Assessment Requirements for HLTAHA032 Assist with the development and maintenance of an individual's functional status |
| PERFORMANCE EVIDENCE | <p>Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:</p> <ul style="list-style-type: none">■ assist in the development and implementation of active support strategies for three people, one in simulation and two in the workplace■ work collaboratively with three people and carers, one in simulation and two in the workplace, in the development of daily living skills■ perform the activities outlined in the performance criteria of this unit during a period of at least 120 hours of work |

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| KNOWLEDGE EVIDENCE | <p>Demonstrate the knowledge required to complete the tasks outlined in elements and performance criteria of this unit:</p> <ul style="list-style-type: none"> ■ procedure for escalation of risks ■ allied health core competencies: <ul style="list-style-type: none"> ○ person-centred care ○ individual therapy ○ group therapy ○ communication of person information ○ equipment and environment ■ principles and practices of active support and the promotion of individual's rights, choices and well being when supporting participation in developmental activities ■ variability and complexities of workplace settings and how they affect service delivery ■ quality assurance, best practice and accreditation standards ■ strategies to support, motivate and encourage clients and carers ■ concepts and procedures for stepping down treatment or intervention when client becomes distressed, in pain or wishes to stop ■ organisational policies and procedures in relation to: <ul style="list-style-type: none"> ○ confidentiality ○ documentation <ul style="list-style-type: none"> ● reporting ● recording patient data in relation to diagnostic and therapeutic programs or treatments ● written communication to Allied Health Professional ○ professional behaviour and presentation ○ infection control practices ○ occupational health and safety ○ manual handling ○ supervisory, delegation ■ scope of practice of the Allied Health Assistant and Allied Health Professional ■ legal and ethical considerations relevant to allied health: <ul style="list-style-type: none"> ○ codes of practice for work in occupational therapy ○ privacy, confidentiality and disclosure ○ duty of care ○ discrimination ○ human rights ○ procedures to provide feedback ■ principles of empowering the older person ■ principles of empowering people living with disability or serious mental illness ■ changes related to ageing ■ concepts of holistic health and wellbeing ■ social determinants of health. ■ concepts of the medical model, the biopsychosocial models and the human rights based approach of allied health interventions ■ principles of choice and control ■ concept of reablement. |
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| ASSESSMENT CONDITIONS | <p>Skills must be demonstrated in the workplace or in a simulated environment as specified in the performance evidence that model industry operating conditions including access to real people for simulations and scenarios. All aspects of the performance evidence must have been demonstrated using simulation prior to being demonstrated in a therapeutic workplace as determined by a physiotherapist or occupational therapist.</p> <p>Assessment must ensure access to use of suitable facilities, equipment and resources, including:</p> <ul style="list-style-type: none">■ daily living equipment■ individualised plans and any relevant equipment outlined in the plan■ screening and data collection tools <p>Assessors must satisfy the Standards for Registered Training Organisations requirements for assessors and be an allied health assistant with a minimum of three years of professional experience in allied health services or a recognised Allied Health Professional.</p> |
| LINKS | Companion Volume Implementation Guide |