



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **HLT42507 Certificate IV in Allied Health Assistance**

**Release: 1**

## HLT42507 Certificate IV in Allied Health Assistance

### Modification History

Not Applicable

### Description

This qualification covers workers who provide therapeutic and program related support to allied health professionals. The worker is required to conduct therapeutic and program related activities under the guidance of an allied health professional. Supervision may be direct, indirect or remote and must occur within organisation requirements. The worker is required to identify client circumstances that need additional input from the allied health professional. This qualification is suited to Australian Apprenticeship pathways.

Occupational titles for these workers may include:

- Therapy assistant
- Physiotherapy assistant
- Occupational therapy assistant
- Nutrition assistant
- Community rehabilitation assistant
- Podiatry assistant
- Speech pathology assistant
- Allied health assistant
- Dietetic assistant

### Pathways Information

Not Applicable

### Licensing/Regulatory Information

Not Applicable

## Entry Requirements

### Entry requirements

The following units of competency should be either achieved before this qualification or must be undertaken as part of the qualification:

BSBMED301B Interpret and apply medical terminology appropriately

HLTAH301B Assist with an allied health program

HLTAP301B Recognise healthy body systems in a health care context

HLTCSD201C Maintain high standard of client service

HLTCSD305C Assist with client movement

HLTHIR301B Communicate and work effectively in health

HLTIN301C Comply with infection control policies and procedures

### The importance of culturally aware and respectful practice

All workers undertaking work in health need foundation knowledge to inform their work with Aboriginal and/or Torres Strait Islander clients and co-workers and with clients and co-workers from culturally and linguistically diverse backgrounds. This foundation must be provided and assessed as part of a holistic approach to delivery and assessment of this qualification. Specific guidelines for assessment of this aspect of competency are provided in the Assessment Guidelines for the Health Training Package.

## Employability Skills Summary

Refer to the Topic: Introduction to the Employability Skills Qualification Summaries

## Packaging Rules

### PACKAGING RULES

15 units of competency are required for award of this qualification, including:

- 4 core units
- 11 elective units

A wide range of electives is available and can be packaged to provide either:

- a generic qualification that covers a range of work functions, or
- a qualification tailored to address specific workplace requirements

Elective units are to be packaged as follows:

- Group A - Allied health electives For award of this qualification (either generic or tailored) a minimum of 5 electives must be selected from Group A Allied Health electives Note that Group A includes Groups B, C D, E, F and G
- Groups B to G - electives for allied health assistance specialisations For award of a tailored qualification, to address specific requirements for work in physiotherapy, podiatry, occupational therapy, speech pathology, community rehabilitation or nutrition and dietetics, electives must be selected as specified below from the elective group listed for that area of work

- Group H electives which are recommended for culturally aware and respectful practice
- Units of competency to address workplace requirements and packaged at the level of this qualification or higher in Health and/or Community Services Training Packages
- Where appropriate, to address workplace requirements, up to 3 units of competency packaged at the level of this qualification or higher in other relevant Training Packages

### Core units

HLTHIR402C Contribute to organisational effectiveness in the health industry

HLTHIR506C Implement and monitor compliance with legal and ethical requirements

HLTIN403C Implement and monitor infection control policy and procedures (Note pre-requ: HLTIN301C)

HLTOHS300B Contribute to OHS processes

### Relevant electives

Electives are to be selected in line with the specified Packaging Rules. Workplaces may package electives to reflect the functions of workers. Relevant units of competency have been identified and grouped to facilitate selection.

Electives must be selected as follows:

- **At least 5 electives** must be selected from Group A - Allied health electives.
- For award of a qualification **with a specialisation** units must be selected in line with requirements outlined below for the particular area of specialisation
- For award of the qualification **without a specialisation**, electives may be selected from all electives listed as Group A *Allied Health* electives
- Group A includes Groups B-G and 'Other Group A allied health electives'
- Further electives are to be selected in line with the Packaging Rules to a total of 11 electives.

### Electives required for allied health assistance specialisations

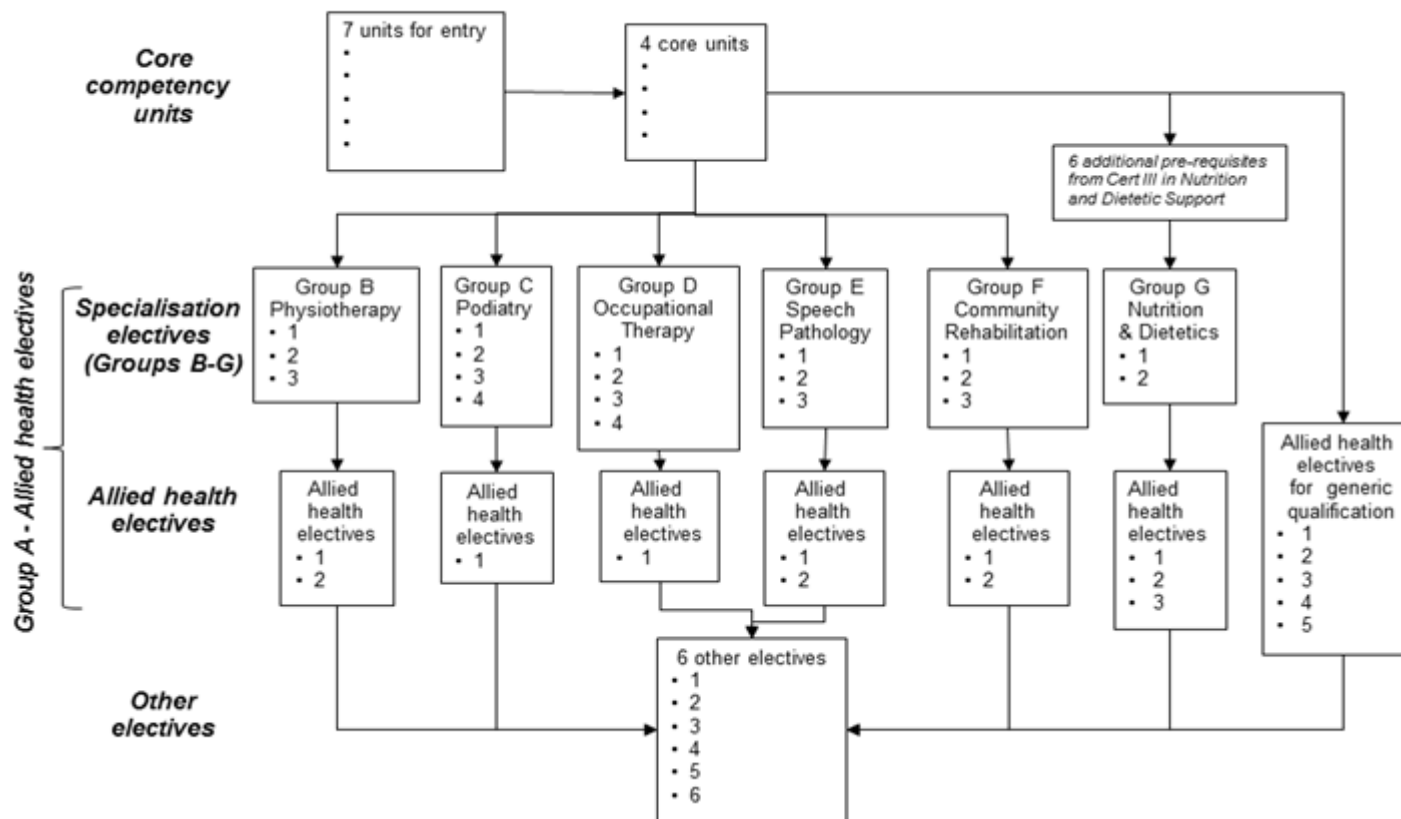
Six industry sectors have identified specific electives required for allied health assistance specialisations.

Where units are achieved as required for the specialisation, this is to be clearly articulated on the transcript (certification) as per the following example:

"This qualification includes Group B electives as required for *Physiotherapy*"

- Group B electives - all 3 electives are required for the *Physiotherapy* specialisation
- Group C electives - all 4 electives are required for the *Podiatry* specialisation
- Group D electives - all 4 electives are required for the *Occupational Therapy* specialisation
- Group E electives - all 3 electives are required for the *Speech Pathology* specialisation
- Group F electives - all 3 electives are required for the *Community Rehabilitation* specialisation
- Group G electives - 2 electives from Group H are required for the *Nutrition and Dietetics* specialisation

### Diagrammatic structure - Certificate IV in Allied Health Assistance



**Group A - ALLIED HEALTH ELECTIVES****Group B electives - all required for PHYSIOTHERAPY specialisation**

HLTAH401B Deliver and monitor a client-specific exercise program (Note pre-requs: HLTAP301B, HLTCS305C, HLTAH301B)

HLTAH402B Assist with physiotherapy treatments and interventions (Note pre-requs: HLTAP301B, HLTCS305C, HLTAH301B)

HLTAH403B Deliver and monitor exercise program for mobility (Note pre-requs: HLTAP301B, HLTCS305C, HLTAH301B)

**Group C electives - all required for PODIATRY specialisation**

HLTAH404B Assist with basic foot hygiene (Note pre-requs: HLTAP301B, HLTCS305C, HLTAH301B, HLTIN302B)

HLTAH405B Assist with podiatric procedures (Note pre-requs: HLTAP301B, HLTCS305C, HLTAH301B, HLTIN302B)

HLTAH406B Assist with podiatry assessment and exercise (Note pre-requs: HLTAP301B, HLTCS305C, HLTAH301B)

HLTIN302B Process reusable instruments and equipment in health work (Note pre-requs: HLTIN301C)

**Group D electives - all required for OCCUPATIONAL THERAPY specialisation**

HLTAH407B Assist with the rehabilitation of clients

HLTAH408B Assist with the development and maintenance of client functional status

HLTAH409B Conduct group sessions for individual client outcomes

LTAH414B Support the fitting of assistive devices

**Group E electives - all required for SPEECH PATHOLOGY specialisation**

HLTAH410B Support the development of speech and communication skills (Note pre-requs: HLTAH301B)

HLTAH411B Provide support in dysphagia management (Note pre-requs: HLTAH301B, HLTAH410B)

HLTAH412B Assist and support the use of augmentative and alternative communication systems (Note pre-requs: HLTAH301B, HLTAH410B)

**Group F electives - all required for Community rehabilitation specialisation**

HLTCR401B Work effectively in community rehabilitation

HLTCR402B Support client daily living requirements in a community rehabilitation context

HLTCR403B Support community access and participation

**Group G electives - 2 required for NUTRITION and DIETETICS specialisation**

Two electives must be selected from the following three to address requirements for the Nutrition and Dietetics mandatory elective group.

HLTAH415B Assist with the screening of dietary requirements and special diets (Note pre-requs: HLTNA301C, HLTNA302C, HLTNA303C, HLTNA304C, HLTNA305C, HLTFS207C)

HLTAH409B Conduct group sessions for individual client outcomes

HLTAH420B Support the provision of basic nutrition advice/education (Note pre-requs: HLTNA301C, HLTNA302C, HLTNA303C, HLTNA304C, HLTFS207C)

***Please note - Pre-requisite units for Nutrition and Dietetics Group G electives below***

The following units (from the Certificate III in Nutrition and Dietetic Support) are pre-requisites for units listed as Group G electives for Nutrition and Dietetics (above) and as such must be completed.

HLTNA301C Provide assistance to nutrition and dietetic services

HLTNA302C Plan and evaluate meals and menus to meet recommended dietary guidelines

HLTNA303C Plan and modify meals and menus according to nutrition care plans

HLTNA304C Plan meals and menus to meet cultural and religious needs

HLTNA305C Support food services in menu and meal order processing

HLTFS207C Follow basic food safety practices

**Other allied health electives**

HLTAH302C Assist with the application and removal of a plaster cast

HLTAH413B Deliver and monitor a hydrotherapy program (Note pre-requ: HLTF301C)

HLTAH414B Support the fitting of assistive devices

HLTAH416B Support special diet requirements (Note pre-requ: HLTNA301C,

HLTNA302C, HLTNA303C, HLTNA304C, HLTNA305C, HLTFS207C)

HLTIN302B Process reusable instruments and equipment in health work (Note pre-requ: HLTIN301C)

**Other relevant electives****Group H electives - recommended for culturally aware and respectful practice**

Where work involves a specific focus on Aboriginal and/or Torres Strait Islander and/or culturally diverse clients or communities, one or both of the following electives is recommended:

HLTHIR403C Work effectively with culturally diverse clients and co-workers

HLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander people

Below are additional units of competency that may be selected as electives, grouped to facilitate selection. Electives may be selected from one or more groups.

**Client support**

CHCCM401D Undertake case management

CHCCS401B Facilitate responsible behaviour

CHCCS427A Facilitate adult learning and development

HLTAH302C Assist with the application and removal of a plaster cast

HLTCOM301C Provide specific information to clients

HLTCSD306C Respond effectively to difficult or challenging behaviour

HLTRAH301C Undertake visits to remote communities

**First aid**

HLTCPR201B Perform CPR

HLTFA201B Provide basic emergency life support

HLTFA301C Apply first aid

HLTFA402C Apply advanced first aid (Note pre-requ: HLTFA301C)

**Client care**

CHCAC317A Support older people to maintain their independence

CHCAC318B Work effectively with older people

CHCAC319A Provide support to people living with dementia

CHCCN305B Provide care for babies  
CHCCS416A Assess and provide services for clients with complex needs  
CHCDIS301B Work effectively with people with a disability  
CHCHC311B Work effectively in home and community care  
CHCIC301E Interact effectively with children  
CHCICS302A Participate in the implementation of individualised plans  
CHCMH301B Work effectively in mental health

*or*

CHCMH411A Work with people with mental health issues  
CHCRF301E Work effectively with families to care for the child  
HLTRAH302B Undertake home visits  
SRCAQU007B Respond to an aquatic emergency using advanced water rescue techniques  
SRCAQU008B Apply the principles of movement in water to aquatic activities  
SRCAQU009B Instruct water familiarisation, buoyancy and mobility skills  
SRCAQU012B Foster the motor, cognitive and personal development of infants and toddlers in an aquatic environment  
SRCAQU014B Assist participants with a disability during aquatic activities  
SRCCRO009B Conduct a recreation program for older persons  
SRCCRO010B Conduct a recreation program for people with a disability  
SRFFIT004B Develop basic fitness programs  
SRFFIT005B Apply basic exercise science to exercise instruction  
SRFFIT007B Undertake relevant exercise planning and programming  
TAEDEL401A Plan, organise and deliver group-based learning

### **Performance**

BSBAUD402B Participate in a quality audit  
BSBINN301A Promote innovation in a team environment  
BSBMGT403A Implement continuous improvement  
BSBWOR401A Establish effective workplace relationships  
BSBWOR502B Ensure team effectiveness  
CHCPOL403B Undertake research activities  
HLTAMBPD401C Manage personal stressors in the work environment

### **Administration**

BSBINM301A Organise workplace information  
BSBMED401B Manage patient record keeping system  
HLTCOM405C Administer a practice  
HLTCOM407B Provide reception services for a practice  
HLTCOM503C Manage a practice

### **Medical imaging assistance**

HLTMI301A Contribute to client flow and client information management in medical imaging  
HLTMI302A Support the medical imaging professional

### **Oral health electives**

CHCOHC303A Use basic oral health screening tools  
CHCOHC401A Inform and encourage clients and groups to understand and achieve good oral health  
CHCOHC402A Support clients and groups to learn practical aspects of oral health care

<u>CHCOHC404A</u>	<u>Recognise and respond to signs and symptoms that may indicate oral health issues</u>
<u>CHCOHC406A</u> <u>CHCOHS312B</u>	<u>Provide or assist with oral hygiene</u> (Note pre-requ: HLTIN301C or CHCOHC407A)
<u>CHCOHC407A</u>	<u>Apply and manage use of basic oral health products</u>

## Unit Grid

BSBAUD402B Participate in a quality audit  
 BSBINM301A Organise workplace information  
 BSBINN301A Promote innovation in a team environment  
 BSBMED401B Manage patient record keeping system  
 BSBMGT403A Implement continuous improvement  
 BSBWOR401A Establish effective workplace relationships  
 BSBWOR502B Ensure team effectiveness  
 CHCAC317A Support older people to maintain their independence  
 CHCAC318B Work effectively with older people  
 CHCAC319A Provide support to people living with dementia  
 CHCCM401D Undertake case management  
 CHCCN305B Provide care for babies  
 CHCCS401B Facilitate responsible behaviour  
 CHCCS416A Assess and provide services for clients with complex needs  
 CHCCS427A Facilitate adult learning and development  
 CHCDIS301B Work effectively with people with a disability  
 CHCHC311B Work effectively in home and community care  
 CHCIC301E Interact effectively with children  
 CHCICS302A Participate in the implementation of individualised plans  
 CHCMH301B Work effectively in mental health  
 CHCMH411A Work with people with mental health issues  
 CHCOHC303A Use basic oral health screening tools  
 CHCOHC401A Inform and encourage clients and groups to understand and achieve good oral health  
 CHCOHC402A Support clients and groups to learn practical aspects of oral health care  
 CHCOHC404A Recognise and respond to signs and symptoms that may indicate oral health issues  
 CHCOHC406A Provide or assist with oral hygiene  
 CHCOHC407A Apply and manage use of basic oral health products  
 CHCOHS312B Follow safety procedures for direct care work  
 CHCPOL403B Undertake research activities  
 CHCRF301E Work effectively with families to care for the child  
 HLTAH301B Assist with an allied health program  
 HLTAH302C Assist with the application and removal of a plaster cast  
 HLTAH401B Deliver and monitor a client-specific exercise program  
 HLTAH402B Assist with physiotherapy treatments and interventions  
 HLTAH403B Deliver and monitor exercise program for mobility  
 HLTAH404B Assist with basic foot hygiene  
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HLTAH407B Assist with the rehabilitation of clients  
HLTAH408B Assist with the development and maintenance of client functional status  
HLTAH409B Conduct group sessions for individual client outcomes  
HLTAH410B Support the development of speech and communication skills  
HLTAH411B Provide support in dysphagia management  
HLTAH412B Assist and support the use of augmentative and alternative communication systems  
HLTAH413B Deliver and monitor a hydrotherapy program  
HLTAH414B Support the fitting of assistive devices  
HLTAH415B Assist with the screening of dietary requirements and special diets  
HLTAH416B Support special diet requirements  
HLTAH420B Support the provision of basic nutrition advice/education  
HLTAMBPD401C Manage personal stressors in the work environment  
HLTAP301B Recognise healthy body systems in a health care context  
HLTCOM301C Provide specific information to clients  
HLTCOM405C Administer a practice  
HLTCOM407B Provide reception services for a practice  
HLTCOM503C Manage a practice  
HLTCPR201B Perform CPR  
HLTCR401B Work effectively in community rehabilitation  
HLTCR402B Support client daily living requirements in a community rehabilitation context  
HLTCR403B Support community access and participation  
HLTCSD305C Assist with client movement  
HLTCSD306C Respond effectively to difficult or challenging behaviour  
HLTFA201B Provide basic emergency life support  
HLTFA301C Apply first aid  
HLTFA402C Apply advanced first aid  
HLTFS207C Follow basic food safety practices  
HLTHIR402C Contribute to organisational effectiveness in the health industry  
HLTHIR403C Work effectively with culturally diverse clients and co-workers  
HLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander people  
HLTHIR506C Implement and monitor compliance with legal and ethical requirements  
HLTIN301C Comply with infection control policies and procedures  
HLTIN302B Process reusable instruments and equipment in health work  
HLTIN403C Implement and monitor infection control policy and procedures  
HLTMI301A Contribute to client flow and client information management in medical imaging  
HLTMI302A Support the medical imaging professional  
HLTNA301C Provide assistance to nutrition and dietetic services  
HLTNA302C Plan and evaluate meals and menus to meet recommended dietary guidelines  
HLTNA303C Plan and modify meals and menus according to nutrition care plans  
HLTNA304C Plan meals and menus to meet cultural and religious needs  
HLTNA305C Support food services in menu and meal order processing  
HLTOHS300B Contribute to OHS processes  
HLTRAH301C Undertake visits to remote communities  
HLTRAH302B Undertake home visits  
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