



NAATSIHWP

National Association of Aboriginal and Torres
Strait Islander Health Workers and Practitioners

Professional Scopes of Practice for Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners

AUGUST 2024

Prepared by the National Association of Aboriginal and Torres
Strait Islander Health Workers and Practitioners (NAATSIHWP)

Acknowledgement

The National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners acknowledge the Aboriginal and Torres Strait Islander peoples of the lands on which we live and work, and all Aboriginal and Torres Strait Islander people in Australia.

In particular, we pay tribute to the Ngunnawal and Ngambri peoples on whose lands the NAATSIHWP office is situated. It is a privilege conducting our business on the lands you have occupied and cared for over thousands of years.



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The Professional Scopes of Practices outlined in this document are derived from the following HLT Health Training Packages published on the Australian Government training.gov.au website: HLT20121, HLT30121, HLT40121, HLT40221, HLT50121, HLT50221, and HLT60121. This document was last updated in August 2024. Visit training.gov.au for the most up-to-date information.



Foreword

Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners play a critical role in the health care system. With cultural intellect and primary health care training they provide the 'glue' that keeps Aboriginal and Torres Strait Islander people connected to, and engaged in, the health care system.

In this respect they help to restore power, agency and trust; act as health system navigators; deliver culturally-safe care; play a role in early intervention and prevention; improve access to health care services and the client experience; and, if enabled to do so, work competently and professionally to deliver culturally safe primary health care across a broad range of settings.

The professions receive consistent training through the qualifications under the National Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Qualification Framework aligned to the HLT-Health Aboriginal and Torres Strait Islander Health Worker Training Package. However, their responsibilities, roles, and practice – or, simply what they can and can't do, and how they go about doing it – are regulated by States and Territories and influenced by workplace settings. This leads to ambiguity, difference in practice and approach, constrains what the workforce are enabled to do and results in the widespread devaluing of the roles, hindering the expansion and take-up of the professions nationally.

As the only workforce peak in Australia with responsibility for advocating for and safeguarding the professional growth and development of the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner workforce, the National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners (NAATSIHWP), is leading and driving change. NAATSIHWP has developed the following Professional Scopes of Practice to provide a benchmark for what tasks Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners in all roles and settings across Australia should be enabled to practice and perform. Essentially, the Professional Scopes of Practice outline the key capabilities gained through qualifications under the National Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Qualification Framework.

Realising the potential of the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner professions keeps Aboriginal and Torres Strait Islander people engaged in and connected to care, significantly improving health outcomes. I encourage all current and future employers and supervisors of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners to draw on this publication. It is a valuable publication which clearly sets out what qualified Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners at each level of practice should be entrusted to perform.

NAATSIHWP Board and Secretariat

Abbreviations

AED	Automated External Defibrillator
AHPRA	Australian Health Practitioner Regulation Agency
APY Lands	Anangu Pitjantjatjara Yankunytjatjara
ARC	Australian Resuscitation Council
ASD	Autism Spectrum Disorder
AHPRA	Australian Health Practitioner Regulation Agency
ATSIHPBA	Aboriginal and Torres Strait Islander Health Practice Board of Australia
BMI	Body Mass Index
CPR	Cardiopulmonary resuscitation
FIFO	Fly-In-Fly-Out
GP	General Practitioner
MBS	Medicare Benefits Scheme
NAATSIHWP	National Association for Aboriginal and Torres Strait Islander Health Workers and Practitioners
PBS	Pharmaceutical Benefits Scheme
PPE	Personal Protective Equipment
QAAMS	Quality Assurance for Aboriginal and Torres Strait Islander Medical Services
VET	Vocational Education and Training
WHS	Work Health and Safety

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Introduction

All Australian citizens have the right to safe and high-quality health care. Yet, the health and wellbeing outcomes of Aboriginal and Torres Strait Islander people continue to fall well behind those of the rest of the population.



While there is no denying that the reasons for this disparity are complex, this status quo demonstrates that when Aboriginal and Torres Strait Islander people are sick they are not provided with the care they need. The systems designed to care and safeguard the health and wellbeing of **all** Australian citizens are clearly failing Aboriginal and Torres Strait Islander people.

For decades, all Australian governments have consistently conceded the need for health equity and justice and pledged to:

- change the way health care policies, programs and services are designed, developed and delivered
- challenge racism and discrimination and put an end to the neglect, impairment, serious injury and premature death it causes
- afford Aboriginal and Torres Strait Islander people the dignity to drive their own development.

Despite the plethora of pledges, plans and agreements, little has changed. There is a clear need to disrupt the entrenched paradigms that deter Aboriginal and Torres Strait Islander people from effectively engaging in the health care system. Ensuring access to culturally safe and responsive care in settings across the health care system is integral to reform and, in this respect, a strong Aboriginal and Torres Strait Islander health workforce is a powerful driver of change.¹

Evidence consistently shows that the Aboriginal and Torres Strait Islander health workforce delivers better outcomes for Aboriginal and Torres Strait Islander people. In addition, effectively embedding the roles of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners into models of care across the health care system is a cost-effective and sustainable way to improve culturally safe practice. However, for decades little progress has been made in closing the gap in workforce representation relative to the Aboriginal and Torres Strait Islander population.²

To affect change, those working in the health care system must recognise the significant role Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners play in this space. If you are a decision-maker in a health clinic, unit or practice, the decisions you make, teams you build and models of care you choose to implement all impact these paradigms.

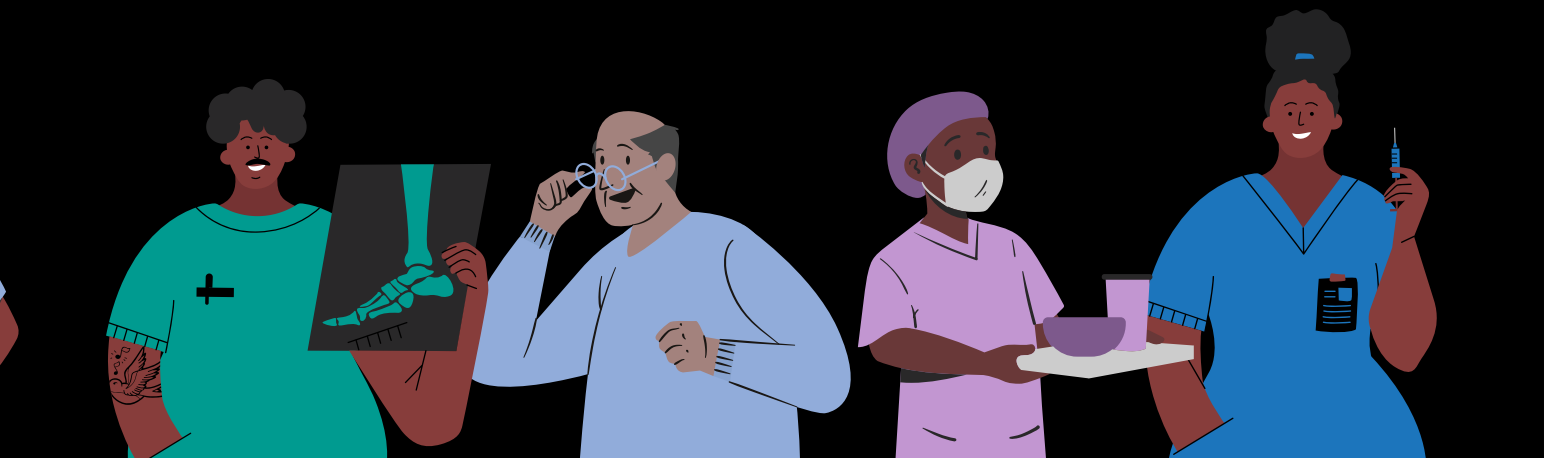
This resource is designed to help you to recruit, effectively utilise and leverage the professions as a crucial part of your health care team. The Professional Scopes of Practice clarify the skills, training, qualifications, and roles of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners and highlight ways these professions can be effectively deployed as a valuable and essential resource in a range of settings across the health care system, including Aboriginal Community Controlled Health Services, General Practitioner (GP) clinics, public and private hospitals and health services, aged care facilities, disability services and justice health.

This document will enable you to make well-informed decisions to improve health outcomes for Aboriginal and Torres Strait Islander people and become an agent of change.

About the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner workforce

Aboriginal and/or Torres Strait Islander Health Workers and Aboriginal and/or Torres Strait Islander Health Practitioners are two distinct but related professions that together comprise the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner workforce.

The professions, established **by** Aboriginal and Torres Strait Islander people **for** Aboriginal and Torres Strait Islander people, play a unique and critical role in ensuring Australia's health care system meets the needs of Aboriginal and Torres Strait Islander people. With lived experience in and a deep understanding of the communities they serve, Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners provide a high standard of culturally safe and responsive care, act as cultural brokers and health system navigators, and are crucial to easing the anxiety resulting from negative experiences with health research and care in the past. Their combination of clinical, cultural, social and linguistic skills delivers an engagement capability and community reach that sets them apart from others working in the health care system. Evidence directly connects the workforce to improved Aboriginal and Torres Strait Islander Health outcomes across the life course.



The professions:

- act as cultural brokers and health system navigators
- are crucial to easing the anxiety resulting from negative experiences with health care and research in the past
- hold a combination of clinical, cultural, social and linguistic skills that deliver an engagement capability and community reach that sets them apart from others working in the health care system, and
- are vital to continuity of care and improving the relationship between Aboriginal and/or Torres Strait Islander people and the health system, and subsequently improving health and wellbeing outcomes.

Unofficial accounts and narratives indicate the workforce started to emerge close to a century ago, and since this time it has continued to grow and progress under the guidance, knowledge and leadership of Aboriginal and Torres Strait Islander people every step of the way.

Today, with Indigenous-led structures in place to guide professional standards, and ensure national training is tailored to the needs of a growing Aboriginal and Torres Strait Islander population, it is the only culturally-based health workforce underpinned by national training and regulation in the world.

Their qualifications

A national Aboriginal and/or Torres Strait Islander Health Worker qualification framework was introduced through the Vocational Education and Training (VET) system in 2007³ to promote consistent training standards for Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners.

The framework provides professional career pathways from entry level to management level positions through two streams of study:

- a **primary health care stream** for those pursuing careers as **Aboriginal and/or Torres Strait Islander Health Workers** and
- a **primary health care practice stream** for those pursuing careers as **Aboriginal and/or Torres Strait Islander Health Practitioners**.

As part of each qualification, graduates receive practical, primary health care training. However, those undertaking the **primary health care practice stream** are trained to perform a high level of clinical skills and consequently, Aboriginal and/or Torres Strait Islander Health Practitioners must meet practice standards and register with the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSHPBA) with the Australian Health Practitioner Regulation Agency (AHPRA). There is currently no registration requirement for those pursuing careers through the **primary health care stream**.

Did you know?

Since October 2022 the National Registration and Accreditation scheme administered by the Australian Health Practitioner Regulation Agency (AHPRA) now includes a central focus on ensuring Australia's health workforce contributes to the elimination of racism and is responsive to the health needs of Aboriginal and Torres Strait Islander peoples.

All registered health practitioners are now required to take steps to learn about racism, how it manifests, the harm it causes, and how it can be prevented through culturally safe practice and models of care.

The change means that:

- Aboriginal and Torres Strait Islander people accessing health care services can expect that health care provision from a registered health practitioner is culturally safe and free of racism
- if the care they receive fails to meet this expectation they have a right to notify AHPRA by submitting a complaint, and
- if the complaint enters the court system, cultural safety must be considered.

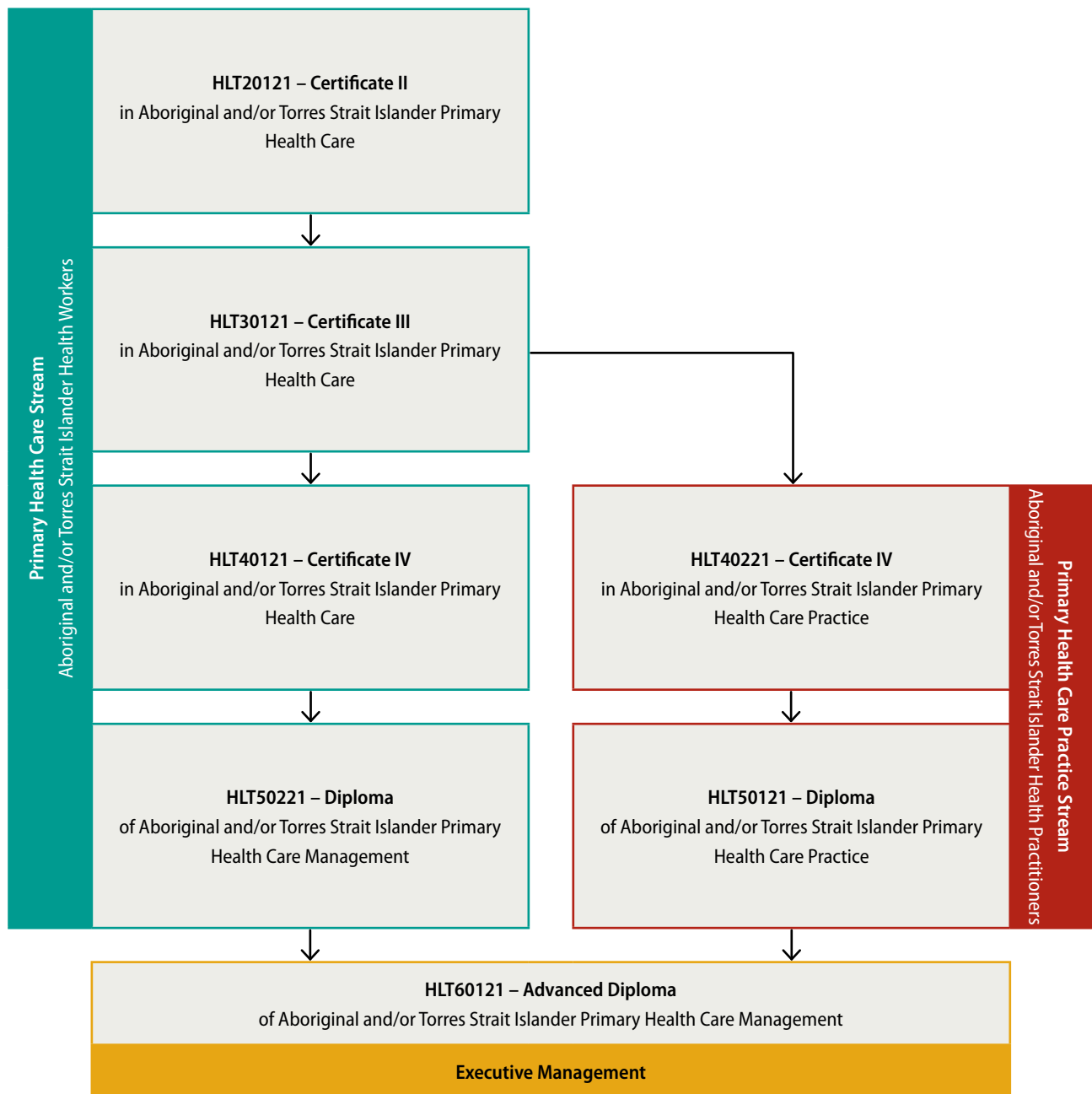
Joint statement: Aboriginal and Torres Strait Islander health and cultural safety at heart of National Law changes, AHPRA accessed 26 July 2024 at: ahpra.gov.au/About-Ahpra/Ministerial-Directives-and-Communiques/National-Law-amendments/Joint-statement.aspx

To address the under-representation of Aboriginal and Torres Strait Islander people in the overall health care workforce and ensure the health care system meets the needs of Aboriginal and Torres Strait Islander people, there is a genuine occupational requirement to ensure this workforce only comprises Aboriginal and/or Torres Strait Islander people. Course eligibility conditions are designed to reinforce this requirement.

The qualifications within the framework are regularly reviewed in line with the health needs of the Aboriginal and Torres Strait Islander community and contemporary education standards. The latest review of the qualification framework commenced in 2017 and was endorsed in December 2022. The qualifications approved as a result of this review are outlined in Figure 1.

Figure 1. National Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Qualification Framework

The National Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Qualification Framework, endorsed December 2022



Professional Scopes of Practice

The National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners (NAATSIHWP), the national peak organisation with responsibility for supporting and promoting the professional interests of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners, have developed the following Professional Scopes of Practice to:

- address the underutilisation and undervaluing of the professions that exists nationally
- develop shared and consistent understandings about the baseline capabilities that qualified Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners are educated and trained to perform
- help establish nationally consistent standards of practice for the professions, and
- illustrate how the professions should be used in models of care and multidisciplinary health care teams.

The Professional Scopes of Practice draw on the latest release of the National Aboriginal and/or Torres Strait Islander Health Worker Qualification Framework (December 2022) to outline the capabilities individuals gain through the completion of a qualification. The approach recognises that the skills and training gained through successful completion of a qualification provide a benchmark or baseline for what Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners should be able to perform.

They demonstrate – that depending on level of qualification, experience, and workplace setting – Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners are able to work independently or under supervision as part of multidisciplinary health care teams making valuable contributions in roles spanning community health promotion/education and prevention, generalist primary health care, specialty clinical fields and management.

Drawing on the NAATSIHWP Professional Scopes of Practice will ensure that the roles of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners are fully utilised. They show that Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners hold valuable, sought after skills, can undertake a wide variety of roles and deliver a broad range of clinical and non-clinical primary health care services.

The Professional Scopes of Practice are intended to guide the development of an individual's scope of practice and should be used in conjunction with the [NAATSIHWP National Framework for Determining Scope of Practice for the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Workforce](#).⁴ They describe the roles and minimum responsibilities that qualified Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners nationally should be entrusted to perform, and highlight how the professions should be used in models of care specifically designed to keep Aboriginal and Torres Strait Islander people engaged in and connected to all types of health care services.

It is important to note that Professional Scopes of Practice are provided for Certificate II, III and IV level qualifications only. Individuals with Diploma or Advanced Diploma level qualifications generally occupy management and leadership positions and are therefore not required to operate in accordance with a scope of practice. Role Descriptions for these qualifications are still provided to highlight the competencies and the value that individuals with these qualifications may contribute to the workplace and more broadly the health care system. Finally, the case studies used throughout this document are fictitious and designed to demonstrate the role of Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners at each level of practice.

Certificate II

in Aboriginal and/or Torres Strait Islander Primary Health Care

Role Description

An individual with a **Certificate II in Aboriginal and/or Torres Strait Islander Primary Health Care** has foundational primary health care skills and a developing knowledge of the health care system. They work in supporting roles, to encourage and enable Aboriginal and Torres Strait Islander people to access culturally safe primary health care services. By following instructions and using well-established techniques and methods they can perform a range of routine operational and administrative tasks, and provide basic levels of support during clinical procedures.

They work under direction, supervision and instruction, and are qualified to:

- provide cultural brokerage and support to Aboriginal and Torres Strait Islander people accessing health care services
- provide Aboriginal and Torres Strait Islander clients with basic health advice and information
- support clinical procedures by applying basic principles and practices of infection prevention and control, and
- work within the boundaries of the key industrial and regulatory frameworks relevant to their role and contribute to safe workplace environments.

Professional Scope of Practice

The following Professional Scope of Practice should be used as a guide to what an individual with a **Certificate II in Aboriginal and/or Torres Strait Islander Primary Health Care** should be encouraged and enabled to perform.

It sets out the key skills and knowledge individuals gain through their qualification, and at a minimum, should be provided opportunities to apply, practice and accomplish within the scope of their role.

Drawing on the Professional Scope of Practice will help to ensure the skills, training and experience of individuals with this qualification are fully utilised so that Aboriginal and Torres Strait Islander people have access to culturally safe primary health care and improvements in health and wellbeing outcomes are accelerated.

The skills gained through the completion of this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. This qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander Community organisations, and the public or private health sector.

The following table sets out the core capabilities gained through completion of a **Certificate II in Aboriginal and/or Torres Strait Islander Primary Health Care**. It provides a benchmark Professional Scope of Practice for individuals with this qualification.

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to provide cultural brokerage and support to Aboriginal and Torres Strait Islander people accessing health care services</p>	<ul style="list-style-type: none"> • Advocating for and communicating in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and using interpreter services appropriately when and if needed • Applying and harnessing knowledge and understanding of the socioeconomic and historical factors that impact on Aboriginal and/or Torres Strait Islander health • Applying and harnessing knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services • Scheduling and organising support services such as health service appointments, transport and carer services • Responding to routine enquiries, feedback and drafting basic written communications • Recording client details and basic services provided • Completing basic template reports and forms, by drawing on standard workplace operating procedures where needed • Understanding and applying organisational workplace policies and procedures
<p>Qualified to provide Aboriginal and Torres Strait Islander clients with basic health advice and information</p>	<ul style="list-style-type: none"> • Applying an awareness of health care and support services offered within their Community, State or Territory • Accessing current and credible consumer-based information resources
<p>Qualified to support basic clinical procedures by applying routine principles and practices of infection prevention and control</p>	<ul style="list-style-type: none"> • Correctly using personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management • Applying knowledge of basis of infection, disease transmission and chain of infection • Responding correctly to the exposure of blood or bodily fluids • Following procedures for handling, transporting, disposing and cleaning of contaminated waste • Identifying, assessing, documenting and managing infection hazards within role and environment
<p>Qualified to work within the boundaries of the key industrial and regulatory frameworks relevant to their role and contribute to safe workplace environments</p>	<ul style="list-style-type: none"> • Accessing workplace policies and procedures • Conducting a workplace risk assessment • Contributing to a work health and safety (WHS) meeting or inspection in workplace • Following procedures for reporting a hazard and responding to an emergency • Implementing, contributing to and reflecting on safe work practices • Applying knowledge of State and Territory legislation on workplace regulations and industry standards • Maintaining client confidentiality and seeking advice from supervisors to clarify work tasks and workplace instructions when needed

Individuals completing the HLT20121 Certificate II in Aboriginal and/or Torres Strait Islander Primary Health Care are also required to complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification further enhances the skills and capability of the graduate.

Reference

HLT20121 – Certificate II in Aboriginal and/or Torres Strait Islander Primary Health Care

Units

- BSBCMM211 Apply communication skills
- HLTAADV001 Support clients to access health services
- HLTAHCS001 Provide basic health service information to clients
- HLTAWOR001 Work in an Aboriginal and/or Torres Strait Islander health support role
- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS001 Participate in workplace health and safety

Garry

Aboriginal and Torres Strait Islander Health Worker

Cert II, Aboriginal and/or Torres Strait Islander Primary Health Care

Garry is a Bundjalung man with ties to the Gubbi Gubbi nation and the Meriam Mer people of the Torres Strait. He has grown up in Tweed Heads on Bundjalung country and has strong ties to the community. He is a trusted local leader who encourages the community to access their town clinic. He accompanies Aboriginal and Torres Strait Islander clients to their appointments, empowering them to make choices about their care. He helps the doctors and nurses understand the unique needs of each client.

Garry does not complete any clinical tasks, but the doctors and nurses ask him to assist in the consultation because they understand the role he plays in helping to break down the medical terminology and making clients feel comfortable and safe. Garry's involvement also builds his confidence and understanding of work in the clinic. After appointments, he works with the discharge planning staff to assist the clients make appointments consistent with their treatment management plans. He ensures clients are provided with accurate information and understand what arrangements have been made. Sometimes he performs translation work for the clinic, and is paid a bilingual allowance in recognition of his skills.

Garry also runs a regular walking group for Elders. He often invites along doctors and nurses so the Elders can get to know them. Garry spends a lot of time yarning with the community about the importance of health care. Because of him, everyone knows the clinic is a welcoming place.



Certificate III

in Aboriginal and/or Torres Strait Islander Primary Health Care

Role Description

An individual with a **Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care** works in a supporting role to enable and encourage Aboriginal and Torres Strait Islander People to access primary health care services, remain connected to care, and take part in opportunistic health assessment through the delivery of culturally safe primary health care practice.

They work under direction and supervision and are qualified to:

- provide cultural brokerage, advocacy, referral and support to Aboriginal and Torres Strait Islander people accessing health care services
- assist at first point of contact with the delivery of health assessments (including the annual Aboriginal and Torres Strait Islander 715 Health Checks)
- support routine clinical procedures by applying basic principles and practices of infection prevention and control
- work under instruction to support Aboriginal and Torres Strait Islander clients to take medicines safely
- communicate health information effectively, and
- work legally and ethically and contribute to professional and safe workplace environments.

Professional Scope of Practice

The following Professional Scope of Practice should be used to guide what an individual with a **Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care** should be encouraged and enabled to perform.

It sets out the key skills and knowledge individuals gain through their qualification, and at a minimum, should be provided opportunities to apply, practice and accomplish within the scope of their role.

The skills gained through the completion of this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. This qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander Community organisations, and the public or private health sector.

Drawing on the Professional Scope of Practice will help to ensure the skills, training and experience of individuals with this qualification are harnessed and fully utilised so that Aboriginal and Torres Strait Islander people have access to culturally safe primary health care and improvements in health and wellbeing outcomes are accelerated.

The following table sets out the core capabilities gained through completion of a **Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care**. It provides a benchmark Professional Scope of Practice for individuals with this qualification.

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to provide cultural brokerage, advocacy, referral and support to Aboriginal and Torres Strait Islander people accessing health care services</p>	<ul style="list-style-type: none"> • Advocating and communicating in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and using interpreter services appropriately when and if needed • Applying and harnessing knowledge and understanding of the socioeconomic and historical factors that impact on Aboriginal and/or Torres Strait Islander health • Applying and harnessing knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services • Scheduling and organising support services such as health service appointments, transport and carer services • Responding to routine enquiries, feedback and drafting basic written communications • Completing basic template reports and forms, by drawing on standard workplace operating procedures where needed • Recording client details and basic services provided • Applying organisational workplace policies and procedures
<p>Qualified to <u>assist</u> at first point of contact with the delivery of health assessments (including assisting with annual Aboriginal and Torres Strait Islander 715 Health Checks)</p>	<ul style="list-style-type: none"> • Discussing and confirming the requirements of health assessment requirements • Assisting with: <ul style="list-style-type: none"> - setup and handling of equipment - head-to-toe physical examinations - social and emotional wellbeing discussions and assessments, including the use of different assessment or evaluation tools - the collection of urine samples for tests - collection of blood samples for pathology testing - the outcomes of health assessments including medical treatments, and other interventions • Explaining health care plans to clients including their rationale, how they are developed and used to support clinical treatment, self-care strategies and management of lifestyle factors
<p>Qualified to support routine clinical procedures by applying principles and practices of infection prevention and control</p>	<ul style="list-style-type: none"> • Correctly using personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management including: <ul style="list-style-type: none"> - hand wash - hand rub - pre-surgical hand preparation - glove use - gown and waterproof apron - masks - protective glasses - clean surfaces - manage body or blood spills - sharps handling and disposal and - reprocessing procedures for equipment • Applying knowledge of basis of infection, disease transmission and chain of infection • Responding correctly to the exposure of blood or bodily fluids • Following procedures for handling, transporting, disposing and cleaning of contaminated waste • Identifying, assessing, documenting and managing infection hazards within role and environment

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to work under instruction to support Aboriginal and Torres Strait Islander clients to take medicines safely</p>	<ul style="list-style-type: none"> • Applying knowledge of and demonstrating the five rights of medication • Applying knowledge of commonly prescribed medications and bush medicines including (but not limited to) route, purpose, side effects, and adverse interactions • Providing information on medication purpose, dosage and clarify client understanding • Providing information on storage and transport of medication • Assisting clients to measure medication doses and to take or receive medication (through various routes) • Documenting details of medications taken, and information provided
<p>Qualified to communicate health information effectively</p>	<ul style="list-style-type: none"> • Applying an awareness of health care and support services offered within their Community, State or Territory • Accessing current and credible consumer-based information resources • Applying knowledge of the basic structure and functions of the body systems and associated components • Applying knowledge of major body systems, health terminology and abbreviations. • Using communication techniques such as open-ended questions, motivational interviewing, collaboration and confrontation • Effectively using communication skills to clarify workplace instructions, timeframes and in situations where communication constraints are present
<p>Qualified to practice within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments</p>	<ul style="list-style-type: none"> • Accessing workplace policies and procedures • Conducting a workplace risk assessment • Contributing to a work health and safety (WHS) meeting or inspection in workplace • Following procedures for reporting a hazard and responding to an emergency • Implementing, contributing to and reflecting on safe work practices • Applying their knowledge of State and Territory legislation on workplace regulations and industry standards • Maintaining client confidentiality and seeking advice from supervisors to clarify work tasks and workplace instructions when needed • Understanding and operating consistent with legal and ethical obligations relating to: <ul style="list-style-type: none"> - privacy and confidentiality - work role boundaries including: <ul style="list-style-type: none"> - duty of care - informed consent - medication authority - standing orders - care protocols - codes of practice and conduct - child protection - mandatory reporting - discrimination and - translation

Individuals completing the HLT30121 Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care must also complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification further enhances the skills and capability of the graduate.

Reference

HLT30121 – Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care

Units

- CHCCOM005 Communicate and work in health or community services
- CHCLEG001 Work legally and ethically
- HLTAADV001 Support clients to access health services
- HLTAAP001 Recognise healthy body systems
- HLTAHCS002 Assist with health assessments
- HLTAMED001 Work under instructions to support the safe use of medications
- HLTAWOR001 Work in an Aboriginal and/or Torres Strait Islander health support role
- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS001 Participate in workplace health and safety

Eligible for Medicare Provider Number

Under Australia's Medicare Benefits Scheme (MBS) individuals with a Certificate III or higher in Aboriginal and/or Torres Strait Islander Primary Health Care working for an eligible employer can apply for a Medicare Provider Number. The following provides an overview of key Medicare services that an Aboriginal and/or Torres Strait Islander Health Worker with a Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care (or higher) can:

- claim using their own Medicare provider number:
 - 10950 – Face to Face (Individual allied health service for chronic disease management) 5 PER YEAR
 - 93000 – Telehealth (Individual allied health service for chronic disease management) 5 PER YEAR
 - 93013 – Phone (Individual allied health service for chronic disease management) 5 PER YEAR
 - 81300 – Face to Face (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
 - 93048 – Telehealth (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
 - 93061 – Phone (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
- perform and claim on behalf of, and under the supervision of a Medical Practitioner:
 - 10983 – Telehealth support service
 - 13105 – Haemodialysis for end-stage renal disease in MM7 Area
- assist with tasks under direction and supervision but **cannot** claim MBS item numbers:
 - 715 – Health Assessment for Aboriginal and Torres Strait Islander people 1 PER 9 MONTHS
 - 721 – Preparation of GP Management Plan 1 PER 12 MONTHS
 - 723 – Coordination of Team Care Arrangements 1 PER 12 MONTHS
 - 732 – Review of GP Management Plan or Team Care Arrangements 1 PER 3 MONTHS
 - 2700, 2701, 2715 & 2717 – Preparation of GP Mental Health Treatment Plan 1 PER 12 MONTHS
 - 2712 – Review of GP Mental Health Treatment Plan 1 PER 3 MONTHS
 - 2713 – GP Mental Health Treatment Consultation 10 PER YEAR

To find out more about the MBS and Aboriginal and/or Torres Strait Islander Health Workers email policy@naatsihwp.org.au.



Aboriginal Health Worker

Cert III, Aboriginal and/or Torres Strait Islander Primary Health Care

Sally is a Ngarrindjeri and Arabana woman who grew up on Arabana Country, Coober Pedy. She works at her local Aboriginal Community Controlled Health Clinic. She assists clients with their health checks and is a crucial part of her clinic's Health Promotion team.

Sally assists Senior Aboriginal and/or Torres Strait Islander Health Worker to perform 715 Health Checks and provides follow-up care which she claims a Medicare rebate for on behalf of the doctor. As part of her role she works closely with the Senior Aboriginal and/or Torres Strait Islander Health Worker to confirm all the requirements of the health assessment, undertakes basic observations including routine head-to-toe physical examinations, and social and emotional wellbeing assessments before handing over to the doctor or nurse for more thorough observations.

She helps to document the outcomes of the assessment and works with clients so they understand any follow up or referral requirements, the way their prescription medications work and the importance of taking them. Sally also has a strong knowledge of traditional health care and works with the doctor or nurse to integrate traditional medicine into client care plans.

Alongside her Health Promotion team, Sally established a targeted program for female Elders in the community. Every week Sally runs a health education session with the Elders and works under the supervision of the Senior Aboriginal and Torres Strait Islander Health Worker to check each Elder's blood pressure and blood glucose levels. If she identifies a blood pressure or blood glucose reading out of the normal range she reports this to this to the Senior Aboriginal and Torres Strait Islander Health Worker and a follow-up appointment is made at the clinic. Sally finishes every community session with a healthy cook up where the group yarns about nutrition. The Elders particularly enjoy her home-made damper with quandong jam.

Sally wants to be more involved with the provision of clinical care to her community. She is studying for her Certificate IV in Practice. She completes her clinical hours with her employer, and enjoys shadowing the Senior Aboriginal and Torres Strait Islander Health Worker to learn more complex clinical skills.



Certificate IV

in Aboriginal and/or Torres Strait Islander Primary Health Care

Role Description

An individual with a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care** provides Aboriginal and Torres Strait Islander people with access to culturally safe primary health care services within a broad range of health care settings.

In clinical settings, for example, they act as a first point of contact, undertake initial routine health assessments, assist with referral, pre-admission and discharge, and in community health settings they play a role in early intervention and prevention, can implement community development, health promotion and health education programs and undertake opportunistic health assessments. In all roles they foster continuity of care by acting as cultural brokers and health system navigators.

Individuals with a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care** work autonomously under minimal supervision and exercise judgement in deciding how tasks are performed in routine and non-routine situations. They prioritise and manage tasks to meet deadlines, communicate and advocate effectively and to supervise, coach and mentor one or two less experienced staff members. They are qualified to:

- act as the first point of contact and complete routine physical health assessments (this includes all non-invasive observations of the annual Aboriginal and Torres Strait Islander 715 Health Checks)
- assess and support the social and emotional wellbeing of clients
- develop routine health care plans and promote lifestyle change
- support Aboriginal and Torres Strait Islander clients to take medicines safely
- support routine clinical procedures by applying basic principles and practices of infection prevention and control
- advocate effectively and contribute to improvements in the delivery of health care policies, practices and services that impact on Aboriginal and Torres Strait Islander people at the local level
- establish and maintain effective professional relationships, communicate health information effectively and to collect and use client information correctly
- practice within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments.

Professional Scope of Practice

The following Professional Scope of Practice should be used to guide what an individual with a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care** should be encouraged and enabled to perform.

It sets out the key skills and knowledge individuals gain through their qualification, and at a minimum, should be provided opportunities to apply, practice and accomplish within the scope of their role.

Drawing on the Professional Scope of Practice will help to ensure the skills, training and experience of individuals with this qualification are harnessed and fully utilised so that Aboriginal and Torres Strait Islander people have access to culturally safe primary health care and improvements in health and wellbeing outcomes are accelerated.

The skills gained through the completion of this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. This qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander Community organisations, and the public or private health sector.

The following table sets out the core capabilities gained through completion of a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care**. It provides a benchmark Professional Scope of Practice for individuals with this qualification.

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to act as the first point of contact and complete <u>routine physical health assessments</u>.</p> <p>This includes all the <u>observations of the annual Aboriginal and Torres Strait Islander 715 Health Checks</u>.</p>	<ul style="list-style-type: none"> • Applying knowledge of the standard treatment protocols used in health assessments • Discussing and confirming the requirements of health assessment requirements • Applying knowledge of the major body systems, associated organs and their overall functions • Applying knowledge of short term, uncomplicated, chronic and communicable diseases; major risk factors, signs and symptoms • Setting up and using routine medical equipment • Performing head-to-toe physical examinations including: <ul style="list-style-type: none"> - height, weight, waist circumference and calculation of body mass index (BMI) - temperature, blood pressure, pulse rate and rhythm - respiratory rate and peak flow - assessment of: <ul style="list-style-type: none"> - eyes and vision test - ears and hearing including otoscopy - mouth, throat, teeth and gum - skin - hands and feet including observations for infective and fungal issues, oedema, abnormalities in the structure and shape, and nerve damage - Chest visual and aural observation of respiration for any signs of congestion and distress - Abdomen examination by visual observation • Performing examinations for specific presenting problems • Performing routine tests including: <ul style="list-style-type: none"> - Urinalysis via dipstick testing - Blood glucose test with a blood glucose testing meter • Accurately documenting outcomes of health assessments in clients' records including details of medical and social history, observations, examination, tests, evaluation notes and referrals
<p>Qualified to assess and support the social and emotional wellbeing of Aboriginal and Torres Strait Islander clients and identify those most at risk</p>	<ul style="list-style-type: none"> • Effectively using social and emotional wellbeing assessment tools across all age groups • Recognising trauma, and the signs and symptoms of different mental illnesses and presenting behavioural indicators including: <ul style="list-style-type: none"> - mood disorders including depression and bipolar disorder, anxiety disorders - psychotic disorders including schizophrenia - eating disorders - substance misuse disorders, trauma related disorders. - the verbal and non-verbal behaviour related to sexual, emotional, and physical abuse and the witnessing of abuse to others • Recognising the signs and symptoms associated with Autism Spectrum Disorder (ASD) • Recognising the signs and symptoms associated with dependence on alcohol and/or other drugs • Recognising people at risk of self-harm and suicide • Drawing on knowledge of trauma informed care including: <ul style="list-style-type: none"> - self-care practices - referral to culturally safe community support services and/or other health professionals specialising in the social and emotional wellbeing of others

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to develop <u>routine</u> health care plans and promote lifestyle change</p>	<ul style="list-style-type: none"> • Explaining health care plans to clients including their rationale, how they are developed and used to support clinical treatment, self-care strategies and management of lifestyle factors • Reviewing client history and previous health assessments • Contributing to the planning of treatment and care and discussing proposed treatments options with other health care team members • Facilitating referrals to other Health Professionals and services when and where necessary • Drawing on standard treatment protocols and medicines reference books • Understanding and applying standard treatment protocols and pharmacology (when and where appropriate) for: <ul style="list-style-type: none"> - sprains and fractures including bandaging and splinting - wound management and care including basic wound care cleaning and dressing - eye and ear infections including cleaning and administering drops and ointment - bacterial, viral, fungal and parasitic skin infections including cleaning and dressing infected skin and treating parasites including head lice and scabies - respiratory tract infections - digestive and gastrointestinal conditions including gastroenteritis - urinary tract infections • Identifying clients at risk of chronic and communicable diseases of high incidence in Aboriginal and Torres Strait Islander populations including: <ul style="list-style-type: none"> - cardiovascular disease - acute or chronic respiratory disease (including asthma) - kidney disease - liver disease - cancer - diabetes - musculoskeletal conditions, (including arthritis) - eye ear and oral disease - communicable diseases - blood borne viruses and sexually transmitted infections • Understanding and recognising lifestyle diseases and the strategies and changes needed to support early intervention and prevention • Monitoring client health through ongoing scheduled assessments and facilitating continuity of care
<p>Qualified to enable Aboriginal and Torres Strait Islander clients to take medicines safely</p>	<ul style="list-style-type: none"> • Applying knowledge of and demonstrating the five rights of medication • Applying knowledge of commonly prescribed medications and bush medicines including (but not limited to) route, purpose, side effects, and adverse effects, interactions, transportation requirements, and storage requirements • Applying knowledge of the Pharmaceutical Benefits Scheme (PBS), State and Territory Schemes, Quality Use of Medicines and government database systems • Providing information on medication purpose, dosage and clarify client understanding • Providing information on storage and transport of medication • Assisting clients to measure medication doses and to take or receive medication (through various routes) • Documenting details of medications taken, and information provided

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to support routine clinical procedures by applying basic principles and practices of infection prevention and control</p>	<ul style="list-style-type: none"> • Correctly using personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management including: <ul style="list-style-type: none"> - hand wash - hand rub - pre-surgical hand preparation - glove use - gown and waterproof apron - masks - protective glasses - clean surfaces - manage body or blood spills - sharps handling and disposal and - reprocessing procedures for equipment • Applying knowledge of basis of infection, disease transmission and chain of infection • Responding correctly to the exposure of blood or bodily fluids • Following procedures for handling, transporting, disposing and cleaning of contaminated waste • Identifying, assessing, documenting and managing infection hazards within role and environment
<p>Qualified to establish and maintain effective professional relationships, communicate health information effectively and to collect and use client information correctly</p>	<ul style="list-style-type: none"> • Applying knowledge of major body systems, health terminology and abbreviations. • Effectively using communication skills to clarify workplace instructions, and timeframes • Communicating with internal or external colleagues about client rights, needs and interests • Accessing current and credible consumer-based information resources • Preparing written correspondence, reports and client details in accordance with organisation communication protocols • Advocating and communicating in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and using interpreter services appropriately when and if needed • Using communication techniques such as open-ended questions, motivational interviewing, collaboration and confrontation when liaising with clients • Communicating in situations where communication constraints are present • Facilitating resolution of a difficult situations with clients, service providers or colleagues • Facilitating meetings around a workplace issue
<p>Qualified to advocate effectively and contribute to the delivery of culturally safe health care policies, practices and services that impact on Aboriginal and Torres Strait Islander people at the local level</p>	<ul style="list-style-type: none"> • Applying and harnessing a knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services • Applying formal knowledge of culturally safe practice in Aboriginal and/or Torres Strait Islander health service provision • Accessing current and credible consumer-based information resources • Drawing on knowledge of local, state or Territory and Commonwealth government health services and programs • Drawing on knowledge of Aboriginal and/or Torres Strait Islander community health information in areas such as: physical health issues, social and emotional wellbeing issues, environmental conditions and impacts, health education and promotion priorities • Understanding and drawing on the advocacy roles of Aboriginal and/or Torres Strait Islander Health Services, workers at different levels of seniority and the types of information and skills clients may need for self-advocacy • Gathering information through interviews, questionnaires, surveys and group meetings to document and report on community health issues

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to practice within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments</p>	<ul style="list-style-type: none"> • Accessing workplace policies and procedures • Conducting a workplace risk assessment • Contributing to a work health and safety (WHS) meeting or inspection in workplace • Following procedures for reporting a hazard and responding to an emergency • Implementing, contributing to and reflecting on safe work practices • Applying their knowledge of State and Territory legislation on workplace regulations and industry standards • Maintaining client confidentiality and seeking advice from supervisors to clarify work tasks and workplace instructions when required • Understanding and operating consistent with all legal and ethical obligations relating to: <ul style="list-style-type: none"> - privacy and confidentiality - work role boundaries including: <ul style="list-style-type: none"> - duty of care - informed consent - medication authority - standing orders - care protocols - codes of practice and conduct - reporting communicable diseases - child protection - mandatory reporting - discrimination and - translation • Applying critical thinking and reflective practice to resolve issues and make decisions • Maintaining currency of practice and applying best practice evidence and strengths-based approaches in Aboriginal and Torres Strait Islander primary health care • Recognising own professional development needs and creating a professional development plan

Individuals completing the HLT40121 Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care are also required to complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification further enhances the skills and capability of the graduate.

Reference

HLT40121 – Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care

Units

- CHCCOM002 Use communication to build relationships
- CHCLEG001 Work legally and ethically
- CHCPRP003 Reflect on and improve own professional practice
- HLTAADV002 Support the rights and needs of clients
- HLTAHCS003 Complete routine physical health
- HLTAHCS005 Implement basic health care plans
- HLTAHPR007 Promote lifestyle change
- HLTAMED001 Work under instructions to support the safe use of medications
- HLTAMED002 Support the safe use of medications
- HLTARES001 Gather information and report on community health
- HLTASEW002 Assess and support the social and emotional wellbeing of clients
- HLTAWOR002 Work in Aboriginal and/or Torres Strait Islander primary health care
- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS001 Participate in workplace health and safety

Eligible for Medicare Provider Number

Under Australia's Medicare Benefits Scheme (MBS) individuals with a Certificate III or higher in Aboriginal and/or Torres Strait Islander Primary Health Care working for an eligible employer can apply for a Medicare Provider Number. The following provides an overview of key Medicare services that an Aboriginal and/or Torres Strait Islander Health Worker with a Certificate III in Aboriginal and/or Torres Strait Islander Primary Health Care (or higher) can:

- claim using their own Medicare provider number:
 - 10950 – Face to Face (Individual allied health service for chronic disease management) 5 PER YEAR
 - 93000 – Telehealth (Individual allied health service for chronic disease management) 5 PER YEAR
 - 93013 – Phone (Individual allied health service for chronic disease management) 5 PER YEAR
 - 81300 – Face to Face (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
 - 93048 – Telehealth (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
 - 93061 – Phone (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
- perform and claim on behalf of, and under the supervision of a Medical Practitioner:
 - 10983 – Telehealth support service
 - 13105 – Haemodialysis for end-stage renal disease in MM7 Area
- assist with tasks under direction and supervision but cannot claim MBS item numbers:
 - 715 – Health Assessment for Aboriginal and Torres Strait Islander people 1 PER 9 MONTHS
 - 721 – Preparation of GP Management Plan 1 PER 12 MONTHS
 - 723 – Coordination of Team Care Arrangements 1 PER 12 MONTHS
 - 732 – Review of GP Management Plan or Team Care Arrangements 1 PER 3 MONTHS
 - 2700, 2701, 2715 & 2717 – Preparation of GP Mental Health Treatment Plan 1 PER 12 MONTHS
 - 2712 – Review of GP Mental Health Treatment Plan 1 PER 3 MONTHS
 - 2713 – GP Mental Health Treatment Consultation 10 PER YEAR

To find out more about the MBS and Aboriginal and/or Torres Strait Islander Health Workers email policy@naatsihwp.org.au.



Senior Aboriginal Health Worker

Cert IV, Aboriginal and/or Torres Strait Islander Primary Health Care

Shaye is a Noongar person and Senior Aboriginal Health Worker. They were born and raised in the Busselton community and began their career as a receptionist at the local clinic, before being supported to complete their Cert II and later, their Cert III and IV.

Shaye has a particular interest in assisting with long-term chronic conditions associated with diabetes and mental health. They attend 715 Health Checks, perform basic observations, and participate heavily in follow-up care, which they claim a Medicare rebate for on behalf of the doctor. Doctors often ask Shaye to help with the development of individual care plans for clients because they know the community so well. Shaye always makes sure to check in with clients about their social, emotional and cultural wellbeing, offering a listening ear and a safe space to yarn if it is needed. They accompany the doctor and nurses on their routine home visits, as the clinic staff have found that clients are far more likely to participate in care treatment if Shaye is there to explain how treatments are administered and why they are important.

Shaye is heavily involved with the development and delivery of health care policies, practices and services that impact on Aboriginal and Torres Strait Islander people in the region. They help their clinic devise culturally safe models of care that suit the unique needs of their community.

They mentor two junior Aboriginal Health Workers, and are often sought out by all staff in their clinic for advice. They are known in the community for their cheeky sense of humour, and for making a visit to the clinic a welcoming and enjoyable experience.



Certificate IV

in Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Role Description

An individual with a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice** is trained to provide Aboriginal and Torres Strait Islander People with access to a high level of clinical care in primary health and acute care settings.

They are able to act as a first point of contact, undertake health assessments and routine tests, develop and implement comprehensive health care plans, assist with referral, admission and discharge and facilitate continuity of care by acting as cultural brokers and health system navigators.

If embedded and utilised appropriately, their level of clinical capabilities is comparable, with some skills even exceeding, those gained in training by an enrolled nurse. Students completing a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice, for example, are required to undertake a minimum of 500 hours of practical training⁵ in a workplace setting, whereas people undertaking a HLT54121 Diploma of Nursing to become an enrolled nurse must only complete a minimum of 400.⁶

Individuals with a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice, are encouraged to register with ATSIHPBA. Only those who have graduated with a minimum Certificate IV of Aboriginal and Torres Strait Islander Primary Health Care Practice from an accredited and approved program of study can use the protected title and practice as a qualified **Aboriginal and/or Torres Strait Islander Health Practitioner**.

Registration was introduced in 2012 to promote public safety, increase client's trust and encourage ongoing professional development. Registration is administered by ATSIHPBA within the Australian Health Practitioner Regulation Agency (AHPRA). Information about the registration requirements of Aboriginal and Torres Strait Islander Health Practitioners can be found at: www.atsihealthpracticeboard.gov.au.

Individuals with a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice** work autonomously under minimal supervision and exercise judgement in deciding how tasks are performed. They work within delegated models of care and are trained to undertake clinical tasks of a complex nature such as taking blood and administering vaccinations under instruction from other medical professionals. They can prioritise and manage tasks, communicate and advocate effectively and supervise, coach and mentor less experienced people.

They are qualified to:

- act as the first point of contact and complete comprehensive physical health assessments – this includes all the observations of the annual Aboriginal and Torres Strait Islander 715 Health checks for people presenting with chronic or communicable disease and acute conditions
- assess and support the social and emotional wellbeing of Aboriginal and Torres Strait Islander clients and identify those most at risk
- develop complex health care plans and promote lifestyle change
- enable Aboriginal and Torres Strait Islander clients to take medicines safely
- administer medications under instruction
- administer first aid
- support routine clinical procedures by applying basic principles and practices of infection prevention and control
- establish and maintain effective professional relationships, communicate health information effectively and to collect and use client information correctly
- advocate effectively and contribute to the delivery of holistic culturally safe primary health care
- practice within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments.

Professional Scope of Practice

The following Professional Scope of Practice should be used to guide what an individual with a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice** should be encouraged and enabled to perform.

It translates the high level **Professional Capabilities** of Aboriginal and/or Torres Strait Islander Health Practitioners, as prescribed by ATSIHPBA, into practice and outlines the key skills and knowledge individuals gain through their qualification, and at a minimum, should be provided opportunities to apply, practice and accomplish within the scope of their role.

Drawing on the Professional Scope of Practice will help to ensure the skills, training and experience of individuals with this qualification are harnessed and fully utilised so that Aboriginal and

Torres Strait Islander people have access to culturally safe primary health care and improvements in health and wellbeing outcomes are accelerated.

The skills gained through the completion of this qualification must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. This qualification provides a pathway to work in a range of health care settings including Aboriginal and Torres Strait Islander community organisations, and the public or private health sector.

The following table sets out the core capabilities gained through completion of a **Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice**. It provides a benchmark Professional Scope of Practice for individuals with this qualification.

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Acts as the first point of contact and completes <u>comprehensive</u> physical health assessments</p> <p>This includes:</p> <ul style="list-style-type: none"> all the <u>observations</u> of the annual Aboriginal and Torres Strait Islander 715 Health Checks and health assessments for people presenting with chronic or communicable disease and acute conditions. 	<ul style="list-style-type: none"> Identifying factors that may impact a client’s ability to consent to and undergo treatment Drawing on knowledge of normal reference range for all clinical observations Drawing on knowledge of conditions and diseases affecting all major body systems, associated organs and their functions Determining appropriate examination for specific presenting problems Identifying requirements for specific pathology tests including what signs and symptoms may trigger testing Performing head-to-toe physical examinations including: <ul style="list-style-type: none"> Determining height, weight and waist circumference and calculating body mass index (BMI) Measuring: <ul style="list-style-type: none"> temperature blood pressure, pulse rate and rhythm lung function including respiratory, peak flow rate and spirometry breathing test Examining: <ul style="list-style-type: none"> eyes including physical and vision tests ears and hearing including use of otoscopy mouth, throat, teeth and gums skin and any wounds present hands and feet including observation for infection, fungal, oedema, abnormalities in structure and shape and nerve damage chest both visually and using stethoscope to observe signs of respiratory congestion and distress abdomen by visual examination and palpation Performing tests including: <ul style="list-style-type: none"> urinalysis via both dipstick and pathology collection blood glucose test with a blood glucose testing meter collection and processing of blood samples for pathology testing including correct methods of storage, transportation and requirements for documentation collection of swabs (self or client) for pathology testing Assessing results of pathology tests, by drawing on knowledge of normal ranges and Standard Treatment Manuals

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
	<ul style="list-style-type: none"> • Identifying, assessing and monitoring of chronic and communicable diseases and acute conditions of high incidence in Aboriginal and Torres Strait Islander populations including: <ul style="list-style-type: none"> - cardiovascular disease - acute or chronic respiratory disease (including asthma) - kidney disease - liver disease - cancer - diabetes - musculoskeletal conditions, (including arthritis) - eye ear, and oral disease - communicable diseases - blood borne viruses and sexually transmitted infections • Understanding the characteristics of chronic disease including: <ul style="list-style-type: none"> - complex causality - multiple risk factors, including genetic and lifestyle - prolonged course of illness - functional impairment and disability - the concepts of comorbidity • Accurately documenting outcomes of health assessments in client records including details of medical and social history, observations, examination, tests, evaluation notes and referrals
<p>Qualified to assess and support the social and emotional wellbeing of Aboriginal and Torres Strait Islander clients and identify those most at risk</p>	<ul style="list-style-type: none"> • Effectively using social and emotional wellbeing assessment tools across all age groups • Recognising trauma, and the signs and symptoms of different mental illnesses and presenting behavioural indicators including: <ul style="list-style-type: none"> - mood disorders including depression and bipolar disorder, anxiety disorders, - psychotic disorders including <ul style="list-style-type: none"> - schizophrenia, - eating disorders, - substance misuse disorders, and - trauma related disorders - the verbal and non-verbal behaviour related to sexual, emotional and physical abuse and the witnessing of abuse to other • Recognising the signs and symptoms associated with Autism Spectrum Disorder (ASD) • Recognising the signs and symptoms associated dependence on alcohol and/or other drugs • Recognising people at risk of self-harm and suicide • Drawing on knowledge trauma informed care including: <ul style="list-style-type: none"> - self-care practices and - referral to culturally safe community support services and/or other health professionals specialising in the social and emotional wellbeing of others

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to develop <u>complex</u> health care plans and promote lifestyle change</p>	<ul style="list-style-type: none"> • Explaining health care plans to clients including their rationale, how they are developed and used to support clinical treatment, self-care strategies and management of lifestyle factors • Evaluating the status of client's condition and impact of previous treatment strategies • Identifying and administering treatment consistent with own level of authorisation and standard treatment protocols • Responding to the complexity of client needs including discussing proposed treatments options with other health care team members and establishing clear responsibilities for the implementation of care plans when and where appropriate • Facilitating referrals to health professionals and support services when and where necessary • Facilitating continuity of care by organising follow-up care, using active recall strategies if necessary and monitoring and assessing client's health through ongoing scheduled assessments • Drawing on knowledge of lifestyle risk factors that contribute to or exacerbate chronic disease including: <ul style="list-style-type: none"> - smoking - physical inactivity - unhealthy nutrition and body weight - consumption of alcohol and illicit drugs - unsafe sexual practices • Drawing on standard treatment protocols, manuals and medicines reference books • Understanding and applying standard treatment protocols and pharmacology (when and where appropriate) for: <ul style="list-style-type: none"> - sprains and fractures including bandaging and splinting - wound management and care including basic wound care cleaning and dressing and the care of wounds associated with chronic conditions - eye and ear infections including cleaning and administering drops and ointment - bacterial, viral, fungal and parasitic skin infections including cleaning and dressing infected skin and treating parasites including head lice and scabies - respiratory tract infections - digestive and gastrointestinal conditions including gastroenteritis - urinary tract infections - chronic and communicable diseases of high incidence in Aboriginal and Torres Strait Islander populations
<p>Qualified to enable Aboriginal and Torres Strait Islander clients to take medicines safely</p>	<ul style="list-style-type: none"> • Applying knowledge of and demonstrating the five rights of medication • Applying knowledge of commonly prescribed medications and bush medicines including route, purpose, side effects, adverse interactions, transportation and storage requirements • Applying knowledge of the Pharmaceutical Benefits Scheme (PBS), State and Territory Schemes, Quality Use of Medicines and government database systems • Providing information on medication purpose, dosage and clarify client understanding • Assisting clients to self-administer medications including measuring medication doses and taking or receiving medication (through various routes) • Providing information on storage and transport of medication • Documenting details of medications taken, and information provided

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to administer medications under instruction</p>	<ul style="list-style-type: none"> • Working under direction and instruction from other health professions to administer medication to babies, children, adults and the elderly including: <ul style="list-style-type: none"> - oral medication - sublingual/buccal medication - eye drops - ear drops - inhalers including DPI-dry powder and MDI-Metered Dose Spacer - nebuliser therapy - oxygen therapy - topical medication - suppositories and pessaries (rectal and vaginal) - nasal medications - transdermal medication - Z-Track injections - intravenous injections - intramuscular injection - subcutaneous injection
<p>Qualified to administer first aid</p>	<ul style="list-style-type: none"> • Administering cardiopulmonary resuscitation (CPR) in line with Australian Resuscitation Council (ARC) Guidelines to adults and infants • Using adrenaline auto-injector • Using an Automated External Defibrillator (AED) • Responding to an event of regurgitation or vomiting • Recognising and responding to the signs and symptoms of: <ul style="list-style-type: none"> - allergic reaction - anaphylaxis - asthma - non-life-threatening and life-threatening bleeding - burns - cardiac conditions, including chest pain - choking - diabetes - drowning - envenomation – all current treatments - eye injuries - fractures, dislocations, sprains and strains using immobilisation techniques - wounds including dressings and bandages - head, neck and spinal injuries - hypothermia and hyperthermia - nose-bleed - poisoning - seizures - shock - sharps injuries - stroke

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to support routine clinical procedures by applying basic principles and practices of infection prevention and control</p>	<ul style="list-style-type: none"> • Correctly using personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management including: <ul style="list-style-type: none"> - hand wash - hand rub - pre-surgical hand preparation - glove use - gown and waterproof apron - masks - protective glasses - clean surfaces - manage body or blood spills - sharps handling and disposal and - reprocessing procedures for equipment • Applying knowledge of basis of infection, disease transmission and chain of infection • Responding correctly to the exposure of blood or bodily fluids • Following procedures for handling, transporting, disposing and cleaning of contaminated waste • Identifying, assessing, documenting and managing infection hazards within role and environment
<p>Qualified to establish and maintain effective professional relationships, communicate health information effectively and to collect and use client information correctly</p>	<ul style="list-style-type: none"> • Applying knowledge of major body systems, health terminology and abbreviations • Effectively using communication skills to clarify workplace instructions, and timeframes • Communicating with internal or external colleagues about client rights, needs and interests • Accessing current and credible consumer-based information resources • Preparing written correspondence, reports and client details in accordance with organisation communication protocols • Advocating and communicating in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and using interpreter services appropriately when and if needed • Using communication techniques such as open-ended questions, motivational interviewing, collaboration and confrontation when liaising with clients • Communicating in situations where communication constraints are present • Facilitating resolution of difficult situations with clients, service providers or colleagues • Facilitating meetings around a workplace issue

Capabilities of the Role	Specific Elements of the Professional Scope of Practice
<p>Qualified to advocate effectively and contribute to the delivery of holistic culturally safe primary health care</p>	<ul style="list-style-type: none"> • Applying and harnessing a knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services • Applying formal knowledge of culturally safe practice in Aboriginal and/or Torres Strait Islander health service provision • Applying knowledge of the social and cultural determinants of health • Drawing on knowledge of local, state or Territory and Commonwealth government health services and programs • Drawing on knowledge of Aboriginal and/or Torres Strait Islander community health information in areas such as: physical health issues, social and emotional wellbeing issues, environmental conditions and impacts, health education and promotion priorities • Understanding and drawing on the advocacy roles of Aboriginal and/or Torres Strait Islander Health Services, workers at different levels of seniority and the types of information and skills clients may need for self-advocacy • Collecting information on the social and cultural determinants of health and identifying ways to promote and improve access to health and other social support services • Facilitate access to services that meet individual and desired client and family needs
<p>Qualified to practice within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments</p>	<ul style="list-style-type: none"> • Accessing workplace policies and procedures • Conducting a workplace risk assessment • Contributing to a work health and safety (WHS) meeting or inspection in workplace • Following procedures for reporting a hazard and responding to an emergency • Implementing, contributing to and reflecting on safe work practices • Applying their knowledge of State and Territory legislation on workplace regulations and industry standards • Maintaining client confidentiality and seeking advice from supervisors to clarify work tasks and workplace instructions when need • Understanding and operating consistent with legal and ethical obligations relating to: <ul style="list-style-type: none"> - privacy and confidentiality - work role boundaries including: <ul style="list-style-type: none"> - duty of care - informed consent - medication authority - standing orders - care protocols - codes of practice and conduct - reporting communicable diseases - child protection - mandatory reporting - discrimination and - translation • Applying critical thinking and reflective practice to resolve issues and make decisions • Maintaining currency of practice and applying best practice evidence and strengths-based approaches in Aboriginal and Torres Strait Islander primary health care • Recognising own professional development needs and creating a professional development plan and committing to ongoing continuing professional development

Individuals completing the HLT40221 Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice are also required to complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification further enhances the skills and capability of the graduate.

Reference

HLT40221 – Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Units

- CHCCOM002 Use communication to build relationships
- CHCLEG003 Maintain legal and ethical compliance
- HLTAADV002 Support the rights and needs of clients
- HLTAHCS004 Complete comprehensive physical health assessments
- HLTAHCS006 Implement complex health care plans
- HLTAHPR007 Promote lifestyle change
- HLTAMED002 Support the safe use of medications
- HLTAMED003 Administer medications
- HLTASEW002 Assess and support the social and emotional wellbeing of clients
- HLTAWOR002 Work in Aboriginal and/or Torres Strait Islander primary health care
- HLTAWOR003 Use and promote reflective practice in Aboriginal and/or Torres Strait Islander primary health care
- HLTAWOR004 Provide support to address social and cultural determinants of client and community health
- HLTINF006 Apply basic principles and practices of infection prevention and control
- HLTWHS001 Participate in workplace health and safety
- HLTAID011 Provide First Aid (Mandatory Elective Unit)

Eligible for Medicare Provider Number

Under Australia's Medicare Benefits Scheme (MBS) individuals with a Certificate III or higher in Aboriginal and/or Torres Strait Islander Primary Health Care Practice working for an eligible employer can apply for a Medicare Provider Number.

The following provides an overview of key Medicare Services that an Aboriginal and/or Torres Strait Islander Health Practitioner with a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice (or higher) can:

- claim using their own Medicare provider number:
 - 10950 – Face to Face (Individual allied health service for chronic disease management) 5 PER YEAR
 - 93000 – Telehealth (Individual allied health service for chronic disease management) 5 PER YEAR
 - 93013 – Phone (Individual allied health service for chronic disease management) 5 PER YEAR
 - 81300 – Face to Face (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
 - 93048 – Telehealth (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
 - 93061 – Phone (Follow-up Allied Health Service for people of Aboriginal or Torres Strait Islander Descent) 10 PER YEAR
- perform and claim on behalf of a supervising Medical Practitioner:
 - 10983 – Telehealth support service
 - 10987 – Face to Face (Follow up service for an Indigenous person who has received a 715) 10 PER YEAR
 - 93200 – Telehealth (Follow up service for an Indigenous person who has received a 715) 10 PER YEAR
 - 93202 – Phone (Follow up service for an Indigenous person who has received a 715) 10 PER YEAR
 - 10988 – Immunisation service (must meet State/territory requirements) – 1 per visit
 - 10989 – Wound management service – 1 per visit
 - 10997 – Face to Face (Monitoring and support for a person with chronic disease) 5 PER YEAR
 - 93201 – Telehealth (Monitoring and support for a person with chronic disease) 5 PER YEAR
 - 93203 – Phone (Monitoring and support for a person with chronic disease) 5 PER YEAR

13105 – Haemodialysis for end-stage renal disease in MM7 Area **AS REQUIRED**

16400 – Face to Face (Antenatal service in MMM 2-7) **10 PER PREGNANCY**

91850 – Telehealth (Antenatal service in MMM 2-7) **10 PER PREGNANCY**

91855 – Phone (Antenatal service in MMM 2-7) **10 PER PREGNANCY**

- perform and claim services on behalf of a supervising medical practitioner, Quality Assurance for Aboriginal and Torres Strait Islander Medical Services (QAAMS). **Please note** to claim these items the practice or medical practitioner must be accredited by the QAAMS Program:

73839 – Diabetes diagnosis blood test **1 PER 12 MONTHS**

73840 – Diabetes management blood test **4 PER YEAR**

Diabetes management urine test

- can assist with tasks but cannot claim MBS item numbers:

715 – Health Assessment for Aboriginal and Torres Strait Islander people **1 PER 9 MONTHS**

721 – Preparation of GP Management Plan **1 PER 12 MONTHS**

723 – Coordination of Team Care Arrangements **1 PER 12 MONTHS**

732 – Review of GP Management Plan or Team Care Arrangements **1 PER 3 MONTHS**

2700, 2701, 2715 & 2717 – Preparation of GP Mental Health Treatment Plan **1 PER 12 MONTHS**

2712 – Review of GP Mental Health Treatment Plan **1 PER 3 MONTHS**

2713 – GP Mental Health Treatment Consultation **10 PER YEAR**

To find out more about the MBS and Aboriginal and/or Torres Strait Islander Health Workers email policy@naatsihwp.org.au.

Emma

Torres Strait Islander Health Practitioner

Cert IV, Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Emma is an Ulbu Bunidj woman who works as part of a multi-disciplinary team of doctors, nurses and Aboriginal Health Workers in a remote health clinic in Milikapiti. She is the first point of contact for all Aboriginal and/or Torres Strait Islander clients who attend the clinic. Emma is qualified to perform observations for 715 Health Checks. She can provide clients with follow-up appointments, which she bills using her Medicare Provider Number.

Emma provides care to expectant mothers and encourages them to have their babies immunised. She administers vaccinations under instruction, and claims Medicare rebates on behalf of the doctor.

Emma loves working with mothers and babies, and wants to become an expert in infant and maternal care. She has decided to study a Diploma in Aboriginal and/or Torres Strait Islander Primary Health Care Practice, which will help her to develop specialisations in Maternal Health and Children's Health. When she's finished, she'll be qualified to provide postnatal and antenatal care, assist with childbirth, assess and provide care to children, and identify and report children at risk.



Pat

Aboriginal Health Practitioner

Cert IV, Aboriginal and/or Torres Strait Islander Primary Health Care Practice



Pat grew up as a member of the La Perouse Aboriginal community in Sydney. His family was affected by the Stolen Generations and though he knows he has ties to the Dharug people, he is still discovering the rest of his heritage. He works at a Queensland hospital, providing support in both the Emergency Department and the Chronic Care outpatient service. Pat is trusted to divide his time between the two settings as demands increase and decrease.

Pat is often the first point of contact for Aboriginal and/or Torres Strait Islander clients who present to the Emergency Department. He is qualified to perform initial observations and assessments, and helps hospital staff triage clients. While he performs his assessment, he takes the time to establish a rapport with clients, and explain to them the journey they might take through the Emergency Department over the next few hours. Pat works in a State and workplace that supports him to administer medications so as part of his role he also helps to administer medications to clients.

When clients are admitted, he ensures that he is the person performing regular measurement and documentation of their clinical observations, so he has a chance to check in with the clients and ensure they are comfortable and feel cared for. He helps to reduce early discharge rates by explaining to clients the importance of their treatment and planning with their families for childcare or other commitments.

Pat is also experienced at managing conflicts between client confidentiality requirements and the needs of families to know about the conditions of their loved ones. More and more community members are willing to come into the Emergency Department now, because they trust Pat and feel confident that their concerns will be taken seriously when he is around.

In addition to his Certificate IV in Practice, Pat has undertaken micro credentials which enable him to assist on the acute dialysis ward. In addition to providing clinical assistance to clients who visit the ward, he also works with them on their care plan and explains the importance of making lifestyle changes. His deep knowledge of his clients means he is able to work with them to incorporate exercise or diet changes that make sense to them. He also assists with the clinic's 24-hour hotline for clients performing treatment at home.

Diploma

of Aboriginal and/or Torres Strait Islander Primary Health Care Management

Role Description

Individuals with a **Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management** generally occupy management positions and are not required to work to a scope of practice. They usually have a background working as a Health Worker or Health Practitioner and have the experience and knowledge to undertake a range of management level positions.

They have a comprehensive understanding of culturally safe practice, are respected authorities in Aboriginal and Torres Strait Islander health, have considerable primary health care experience including a sound knowledge of standard practices, policies and procedures, and work autonomously and use discretion and judgement to make operational management decisions at an organisational level

Their work may involve the management of early intervention and prevention programs health, health planning and case management for clients with complex needs, health coaching, family and community capacity building, or operational human resource and business management activities. This qualification allows for diverse outcomes.

Individuals who have completed the core units of the **Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management** hold leadership capabilities and have a comprehensive understanding of culturally safe primary health care practice. This includes:

- knowledge of trauma including complex trauma, inter-generational and trans-generational trauma on Aboriginal and Torres Strait Islander individuals, families and communities, how individuals cope and causes of re-traumatisation, including accessing and receiving services
- knowledge of historical impacts of colonisation and institutional racism and their impacts on Aboriginal and Torres Strait Islander people
- knowledge of national, State or Territory and non-government Aboriginal and Torres Strait Islander health strategies and programs
- knowledge and understanding of the policies, guidelines and practice relevant to a health program targeting Aboriginal and Torres Strait Islander peoples
- the ability to engage and consult sensitively and effectively with Aboriginal and Torres Strait Islander people.
- undertake health assessments, community screening and primary health care interventions
- develop, manage and prioritise the delivery of primary health care programs in response to community need
- collaborate with other health care professionals and personnel to facilitate continuity of care
- identify and report on the health needs of the local Aboriginal and Torres Strait Islander community through the delivery of needs assessments and development of community profiles
- undertake program or service planning and develop strategies for culturally safe primary health care delivery in Aboriginal and Torres Strait Islander communities
- evaluate the success of interventions using program or service data to identify strengths, weaknesses and areas for improvement in outcomes
- advocate for the rights and needs of Aboriginal and Torres Strait Islander people at the local level
- incorporate evidence-based practice in health care, and facilitate the delivery of specialised services to individuals, families and communities.
- oversee, coordinate and conduct administrative tasks including maintenance of records, data collection and utilisation of client information systems
- effectively managing site, service, program or unit budgets
- work within the bounds of all legal and ethical frameworks specific to role, state and workplace
- establish and maintain networks between the health service, community and other key stakeholders
- liaise, advocate and negotiate with other health and social service providers and other government organisations and agencies
- manage small teams of Aboriginal and/or Torres Strait Islander Health Workers – this includes the development of Individual Scopes of Practice, performance plans, the completion of performance appraisals and providing debriefing sessions
- manage own work with limited supervision through the use of planning and time management showing initiative and a positive attitude
- undertake reflective practice, participates in professional review and show a commitment to own learning and development.

The skills gained under the **Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management** must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. The qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander community organisations, and the public or private health sector.

As part of the qualification individuals must also complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification further enhances the skills and capability of the graduate.

Alex

Aboriginal Care Coordinator

Diploma, Aboriginal and/or Torres Strait Islander Primary Health Care Management

Alex is a Wiradjuri and Kurnai man who was raised in Naarm (Melbourne) on the traditional lands of the Kulin Nation. He is an Aboriginal Care Coordinator in Barwon Hospital on Wadawurrung country. He looks after a team who provide clinical care and health education for the community. Alex is great at balancing competing priorities and demands while making his team and clients feel respected and safe.

In addition to managing his team, Alex leads community engagement and designs public health strategies in response to community need. He advocates to the health service on behalf of the community and his employees. Alex is also responsible for workforce development, and helps to identify and mentor Aboriginal and Torres Strait Islander people who wish to enter the health workforce. He works closely with the local Registered Training Organisation and other health care employers to ensure trainees are well supported through their studies. Additionally, Alex liaises with local clinics and community controlled health centres to share resources.

Alex also has an interest in business management. He coordinates his department's budget and has been involved in reviewing hospital operational plans and policies. He is passionate about ensuring policies, programs and services are aligned to the needs of his clients. Alex wants to develop these skills and intends to study an Advanced Diploma in Management.



Diploma

of Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Role Description

Individuals with a **Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Practice** are trained to deliver a high level of culturally safe clinical practice. They have a sound knowledge of regular clinical practices, policies and procedures and generally hold a specialisation in management or one or more areas of clinical practice. They have completed a Certificate IV in Aboriginal and/or Torres Strait Islander Health Care Practice prior to undertaking their Diploma, and consequently, generally hold registration with ATSIHPBA.

As experienced Aboriginal and/or Torres Strait Islander Health Practitioners, they work independently within delegated models of care to undertake a range of clinical care duties and use discretion and judgement to make decisions. They have a high level of clinical knowledge and work within the parameters of practice standards, treatment protocols, clinical supervision arrangements and work within the bounds of all legal and ethical frameworks specific to role, state and workplace. They can manage small teams and take responsibility for standards of practice and care. Through completion of electives they generally hold a specialisation in management or, one or more areas of clinical practice.

Individuals who have completed the core units of the **Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Practice** hold considerable clinical experience and are highly skilled and have a comprehensive understanding of culturally safe primary health care practice. This includes:

- knowledge of trauma including complex trauma, inter-generational and trans-generational trauma on Aboriginal and/or Torres Strait Islander individuals, families and communities, how individuals cope and causes of re-traumatisation, including accessing and receiving services
- knowledge of historical impacts of colonisation and institutional racism and their impacts on Aboriginal and/or Torres Strait Islander people
- knowledge of national, State or Territory and non-government Aboriginal and/or Torres Strait Islander health strategies and programs
- knowledge and understanding of the policies, guidelines and practice relevant to a health program targeting Aboriginal and/or Torres Strait Islander peoples and
- the ability to engage and consult sensitively and effectively with Aboriginal and Torres Strait Islander people
- consistently perform against the Professional Scope of Practice or baseline capabilities gained through completion of a Certificate IV in Aboriginal and/or Torres Strait Islander Primary Health Care Practice
- complete health assessments and referrals for clients presenting with health concerns
- hold an understanding of chronic diseases of high incidence in Aboriginal and/or Torres Strait Islander Population including:
 - cardiovascular disease
 - chronic respiratory disease including asthma and obstructive lung disease
 - chronic kidney disease and end stage renal failure
 - chronic liver disease including hepatitis B, hepatitis C, alcoholic liver disease and cirrhosis
 - musculoskeletal conditions including arthritis
 - eye, ear and oral disease
- apply this knowledge to:
 - recognise signs and symptoms of chronic disease
 - screen, test and undertake follow up procedures and assessments for chronic disease
 - explain chronic disease impacts on body organs, systems, complications and ways to reduce risk
 - access and explain current and credible statistics for chronic disease in Aboriginal and/or Torres Strait Islander populations
 - access and explain current and credible culturally safe and applicable education resources for different chronic diseases including visual aids for education
 - explain modifiable and non-modifiable risk factors for chronic disease
- support clients within own role through grief, loss or trauma. This includes:
 - supporting clients who are caring for family members with life-limiting illness or who are at the end stages of life
 - documenting of loss, grief or trauma support in client file
 - communicating in a culturally appropriate and safe manner to clients and families dealing with emotional impacts of loss, grief and trauma
 - applying knowledge of the concepts of loss and grief at individual, family and community level and their impact on broader social and emotional health and wellbeing
 - applying local cultural protocols and taboos that relate to loss, grief and trauma, including those related to gender
 - referring clients and families to credible and accessible culturally safe and applicable education resources and services for loss, grief or trauma support

- communicate in a culturally safe and appropriate manner to clients at risk of self-harm or suicide
- recognise risk factors associated with self-harm and suicide including verbal and nonverbal behavioural indicators
- use rapid response assessment questions and emergency referral pathways for clients who are at risk of self-harm and suicide
- apply protocols relating to indicators of imminent risk to the safety of client or other people
- coordinate and conduct administrative tasks including maintenance of records, data collection and utilisation of client information systems
- supervise and provide clinical mentoring to other Aboriginal and/or Torres Strait Islander Health Practitioners
- respond to issues raised by an Aboriginal and/or Torres Strait Islander Health Practitioner under their supervision
- provide debriefing sessions, undertakes reflective practice, takes part in professional review and coaches, mentors' and supervises others in their area of expertise
- collaborate with other health care professionals and personnel to facilitate continuity of care
- identify and report on the health needs of the local Aboriginal and Torres Strait Islander community through the delivery of needs assessments and development of community profiles
- undertake program or service planning and develop strategies for culturally safe primary health care delivery in Aboriginal and/or Torres Strait Islander communities
- evaluate the success of interventions using program or service data to identify strengths, weaknesses and areas for improvement in outcomes
- advocate for the rights and needs of Aboriginal and Torres Strait Islander people at the local level
- incorporate evidence-based practice in health care, and facilitate the delivery of specialised services to individuals, families and communities.
- oversee, coordinate and conduct administrative tasks including maintenance of records, data collection and utilisation of client information systems
- effectively managing site, service, program or unit budgets
- work within the bounds of all legal and ethical frameworks specific to role, state and workplace
- establish and maintain networks between the health service, community and other key stakeholders
- liaise, advocate and negotiate with other health and social service providers and other government organisations and agencies
- manage small teams of Aboriginal and/or Torres Strait Islander Health Practitioners – this includes the development of Individual Scopes of Practice, performance plans, the completion of performance appraisals and providing debriefing sessions

- manage own work with limited supervision using planning and time management showing initiative and a positive attitude
- undertake reflective practice, takes part in professional review and show a commitment to own learning and development.

The skills gained under the **Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Practice** must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. The qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander Community organisations, and the public or private health sector.

As part of the qualification individuals are also required to complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification further enhances the skills and capability of the graduate. Currently the electives support Aboriginal and/or Torres Health Practitioners develop specialisations in:

- alcohol and other drugs care
- children's health
- chronic condition health
- domestic and family violence
- ear and hearing health
- emergency response
- leadership and management
- maternal health
- oral health
- pathology collection
- sexual health
- social and emotional wellbeing
- general health care, support and administration.

Teagan

Emergency Torres Strait Islander Health Practitioner

Diploma, Aboriginal and/or Torres Strait Islander Primary Health Care Practice

Teagan was born, lives and works in Amata, a remote community in Anangu Pitjantjatjara Yankunytjatjara (APY Lands).

The community is heavily reliant on Teagan because she is the only permanent health care professional living in the region. She runs a permanent daytime clinic, but is often called upon by community members at all hours. She is supervised remotely from the closest Aboriginal Community Controlled Health Organisation. Doctors and nurses perform fly-in-fly-out (FIFO) services, and the Royal Flying Doctor Service attends emergencies.

In the clinic, Teagan undertakes a wide range of clinical duties, including supporting Elders through chronic disease management so that they are able to continue living on Country. She also coordinates client appointments with the FIFO nurses and doctors, assists clients to arrange transport and accommodation to see specialists in bigger towns, and performs crucial follow-up care. Teagan's presence ensures the community receive continuous care despite other health providers being transient and sporadic in their visits.

As the sole permanent health care provider in town, Teagan often finds herself responding to all sorts of medical emergencies, from childbirth, to snakebite injuries, to traffic accidents. As a result, she chose to specialise in Emergency Response care when she studied her Diploma in Practice.

This training has been particularly useful for instances where expertise in acute care is required. For example, Teagan was called on by a cousin to respond to an incident where a man was badly injured by farm equipment. She was able to resuscitate the man and manage blood loss until the Royal Flying Doctor Service arrived. When they touched down, she provided an in-depth handover by combining her clinical knowledge, language, and relationships with those on the scene.

After the man was flown to hospital, she acted as the liaison between the hospital and the community.

This involved providing emotional support to community members and family, linking them to mental health care providers and keeping them updated on his condition.



Advanced Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management

Role Description

Individuals with an **Advanced Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management** occupy leadership positions and are not required to work to a scope of practice. They usually have a background working as a health worker or health practitioner and have the experience and knowledge to fill a broad range of senior health care or strategic management roles. Their work may involve the management of early intervention and prevention programs, planning and case management for clients with complex needs, contributing to the design of culturally safe policies, programs and services, strategic community development, human resource and business management activities. Individuals with an advanced Diploma work with significant autonomy using considerable discretion and judgement to make strategic decisions at an organisational or district services level. They are responsible for their own work, and should have responsibility for supervising staff and the work of others.

Individuals who have completed an **Advanced Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management** hold leadership capabilities. They:

- have a comprehensive understanding of the functions and roles of those delivering services and programs to Aboriginal and Torres Strait Islander people
- are able to oversee the recruitment, selection, orientation, performance appraisal and professional development of the Aboriginal and/or Torres Strait Islander Primary Health Care workers in their regions and ensure programs and services are delivered to a high standard
- work to embed cultural safe practice into health programs, services and education
- undertakes strategic planning for programs and services specific to Aboriginal and Torres Strait Islander people
- contribute to the development, implementation and review of business and operational plans
- manage and monitor budgets, resources and operations
- determine the effectiveness of programs and services

- prepare reports and statistics and communicate information for briefing and planning purposes
- establishes and maintains high level communication networks between health services and the community
- advocate strategically for the rights and needs of Aboriginal and Torres Strait Islander people
- establish formal partnerships with internal and external stakeholders to address the social and cultural determinants of Aboriginal and Torres Strait Islander health.

The skills gained under the **Advanced Diploma of Aboriginal and/or Torres Strait Islander Primary Health Care Management** must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice. The qualification provides a pathway to work in a range of health care settings including Aboriginal and/or Torres Strait Islander Community organisations, and the public or private health sector.

As part of the qualification individuals are also required to complete elective units of competency. The selection of electives must be guided by the job outcome sought and local industry and community requirements. Completion of the full qualification will further enhance the skills and capability of the graduate.

Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Role and Capability Assessment Templates

For Certificate II – IV Level Qualifications

When used appropriately, Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners are a valuable resource that help keep Aboriginal and Torres Strait Islander People engaged in and connected to care.

The templates, consistent with the Professional Scopes of Practice, outline the responsibilities that qualified Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners at each level of practice should be entrusted to perform. They should be used in conjunction with the [NAATSIHWP National Framework for Determining Scope of Practice for the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Workforce](#).⁴

The templates are designed to help Managers tailor and design roles and ensure that the Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners in their teams are provided with opportunities to apply and practice the skills they have gained through their qualification/s. We know the workforce is under utilised across Australia and drawing on the Professional Scopes of Practice will help to ensure their roles are fully leveraged.

For Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners the templates are designed to help them to negotiate an individual scope of practice, self-assess their capabilities, plan their career and/or study pathway, and highlight the additional skills that should also be included in their individual scope of practice.

Using the templates will foster a workforce culture of professionalism, innovation and quality improvement. The templates are based on the principle that with opportunities, practice and support, Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners become more skilled in performing tasks, and capabilities develop into competencies. They should be used as a basis for discussion as part of regular performance review cycles.

How to use these templates

Step 1

Develop or review Role Descriptions

Consider the tasks that Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners undertake when performing their role. Are position descriptions consistent with the Professional Scope of Practice relevant to their role? If not, actions to amend the position description should be detailed in the 'For Follow Up' section of the template.

Remember that the templates only outline the responsibilities that qualified Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners at each level of practice should be entrusted to perform. Are there additional tasks that they will be required to carry out on a regular basis? If so these should be listed in the 'Additional Responsibilities' section of the template.

Step 2

Assess opportunities to work to Professional Scope of Practice

As part of negotiating individual scopes of practice and the regular performance review cycle, supervisors and Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners should discuss how often they are provided with opportunities to perform the tasks identified in the relevant Profession Scope of Practice. Actions to provide further opportunities to perform a task should be detailed in the 'For Follow Up' section the template.

Step 3

Assess capability

As part of negotiating individual scopes of practice and the regular performance review cycle, supervisors and Aboriginal and/or Torres Strait Islander Health Workers and Health Practitioners should discuss professional development needs by rating capability against each task outlined in the Professional Scope of Practice. Actions to address professional development needs should be detailed in the 'For Follow Up' section of the template.

Professional Scope of Practice Check List
Certificate II in Aboriginal and/or Torres Strait Islander
 Primary Health Care

Capabilities of the Role	Specific Elements of the Professional Scope of Practice	Is this capability included in Position Description?	How often is this/could this task performed? <i>Tick appropriate category</i>					Assess Professional Development needs <i>Tick appropriate category</i>		
		Yes or No?	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
Provides cultural brokerage and support to Aboriginal and Torres Strait Islander people accessing health care services	• Advocates and communicates in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and uses interpreter services appropriately when and if needed									
	• Applies and harnesses their knowledge and understanding of the socioeconomic and historical factors that impact on Aboriginal and/or Torres Strait Islander health									
	• Applies and harnesses their knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services									
	• Schedules and organises support services such as health service appointments, transport and carer services									
	• Responds to routine enquiries, feedback and drafting basic written communications									
	• Records client details and basic services provided									
	• Completes basic template reports and forms, by drawing on standard workplace operating procedures where needed									
Provides Aboriginal and Torres Strait Islander clients with basic health advice and information	• Understands and applies organisational workplace policies and procedures									
	• Applies an awareness of health care and support services offered within their Community, State or Territory									
Supports basic clinical procedures by applying routine principles and practices of infection prevention and control	• Accesses current and credible consumer-based information resources									
	• Correctly uses personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management									
	• Applies knowledge of basis of infection, disease transmission and chain of infection									
	• Responds correctly to the exposure of blood or bodily fluids									
	• Follows procedures for handling, transporting, disposing and cleaning of contaminated waste									
• Identifies, assessing, documenting and managing infection hazards within role and environment										

Professional Scope of Practice Check List
Certificate II in Aboriginal and/or Torres Strait Islander
 Primary Health Care

Capabilities of the Role	Specific Elements of the Professional Scope of Practice	Is this capability included in Position Description?	How often is this/could this task performed? <i>Tick appropriate category</i>					Assess Professional Development needs <i>Tick appropriate category</i>		
		Yes or No?	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
Works within the boundaries of the key industrial and regulatory frameworks relevant to their role and contribute to safe workplace environments	• Accesses workplace policies and procedures									
	• Conducts a workplace risk assessment									
	• Contributes to a work health and safety (WHS) meeting or inspection in workplace									
	• Follows procedures for reporting a hazard and responding to an emergency									
	• Implements, contributes to and reflects on safe work practices									
	• Applies knowledge of State and Territory legislation on workplace regulations and industry standards.									
	• Maintains client confidentiality and seeks advice from supervisors to clarify work tasks and workplace instructions when needed									

Professional Scope of Practice Check List

Certificate II in Aboriginal and/or Torres Strait Islander Primary Health Care

Additional notes

Please outline any additional activities performed on a regular basis:

Additional Responsibilities

Please outline any additional activities performed on a regular basis:

Follow Up Actions

Outline the actions to be taken to address the scope of practice and amend the role description:

Outline the actions to be taken to increase opportunities to perform tasks where necessary:

Outline the actions to be taken to address professional development needs:

Professional Scope of Practice Check List
Certificate III in Aboriginal and/or Torres Strait
 Islander Primary Health Care

Capabilities of the Role	Specific Elements of the Professional Scope of Practice	Is this capability included in Position Description?	How often is this/could this task performed? <i>Tick appropriate category</i>					Assess Professional Development needs <i>Tick appropriate category</i>		
		Yes or No? <i>If no, identify why in the additional notes</i>	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
Provides cultural brokerage, advocacy, referral and support to Aboriginal and Torres Strait Islander people accessing health care services	• Advocates and communicates in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and uses interpreter services appropriately when and if needed									
	• Applies and harnesses a knowledge and understanding of the socioeconomic and historical factors that impact on Aboriginal and/or Torres Strait Islander health									
	• Applies and harnesses a knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services									
	• Schedules and organises support services such as health service appointments, transport and carer services									
	• Responds to routine enquiries, feedback and drafting basic written communications									
	• Completes basic template reports and forms, by drawing on standard workplace operating procedures where needed.									
	• Records client details and basic services provided									
Assists at first point of contact with the delivery of health assessments (This includes assisting with the annual Aboriginal and Torres Strait Islander 715 Health Checks)	• Applies organisational workplace policies and procedures									
	• Discusses and confirms the requirements of health assessment requirements									
	• Assists with:									
	- setup and handling of equipment									
	- head-to-toe physical examinations									
	- social and emotional wellbeing discussions and assessments, including the use of different assessments or evaluation tools									
	- the collection of urine samples for tests									
	- collection of blood samples for pathology testing									
- the outcomes of health assessments including medical treatments, and other interventions										
• Explains health care plans to clients including their rationale, how they are developed and used to support clinical treatment, self-care strategies and management of lifestyle factors										

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Supports routine clinical procedures by applying principles and practices of infection prevention and control	• Correctly uses personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management including:									
	- hand wash									
	- hand rub									
	- pre-surgical hand preparation									
	- glove use									
	- gown and waterproof apron									
	- masks									
	- protective glasses									
	- clean surfaces									
	- manage body or blood spills									
	- sharps handling and disposal and									
	- reprocessing procedures for equipment									
• Applies knowledge of basis of infection, disease transmission and chain of infection										
• Responds correctly to the exposure of blood or bodily fluids										
• Follows procedures for handling, transporting, disposing and cleaning of contaminated waste										
• Identifies, assesses, documents and manages infection hazards within role and environment										
Works under instruction to support Aboriginal and Torres Strait Islander clients take medicines safely	• Applies knowledge of and demonstrating the five rights of medication									
	• Applies knowledge of commonly prescribed medications and bush medicines including (but not limited to) route, purpose, side effects, and adverse interactions									
	• Provides information on medication purpose, dosage and clarify client understanding									
	• Provides information on storage and transport of medication									
	• Assists clients to measure medication doses and to take or receive medication (through various routes)									
	• Documents details of medications taken, and information provided									

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Communicates health information effectively	• Applies an awareness of health care and support services offered within their Community, State or Territory									
	• Accesses current and credible consumer-based information resources									
	• Applies knowledge of the basic structure and functions of the body systems and associated components									
	• Applies knowledge of major body systems, health terminology and abbreviations									
	• Uses communication techniques such as open-ended questions, motivational interviewing, collaboration and confrontation									
	• Effectively uses communication skills to clarify workplace instructions, timeframes and in situations where communication constraints are present									
Practices within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments	• Accesses workplace policies and procedures									
	• Conducts a workplace risk assessment									
	• Contributes to a work health and safety (WHS) meeting or inspection in workplace									
	• Follows procedures for reporting a hazard and responding to an emergency									
	• Implements, contributes to and reflects on safe work practices									
	• Applies their knowledge of State and Territory legislation on workplace regulations and industry standards									
	• Maintains client confidentiality and seeks advice from supervisors to clarify work tasks and workplace instructions when needed									
	• Understands and operates consistent with legal and ethical obligations relating to:									
	- privacy and confidentiality									
	- work role boundaries including:									
	- duty of care									
	- informed consent									
	- medication authority									
	- standing orders									
- care protocols										
- codes of practice and conduct										

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		Yes or No? <i>If no, identify why in the additional notes</i>	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
	- child protection									
	- mandatory reporting									
	- discrimination and									
	- translation									

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Additional notes

Please outline any additional activities performed on a regular basis:

Additional Responsibilities

Please outline any additional activities performed on a regular basis:

Follow Up Actions

Outline the actions to be taken to address the scope of practice and amend the role description:

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Capabilities of the Role	Specific Elements of the Professional Scope of Practice	Is this capability included in Position Description?	How often is this/could this task performed? <i>Tick appropriate category</i>					Assess Professional Development needs <i>Tick appropriate category</i>		
		Yes or No? <i>If no, identify why in the additional notes</i>	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
Acts as the first point of contact and complete <u>routine</u> physical health assessments This includes all the <u>observations</u> of the annual Aboriginal and Torres Strait Islander 715 Health Checks	<ul style="list-style-type: none"> Applies knowledge of the standard treatment protocols used in health assessments 									
	<ul style="list-style-type: none"> Discusses and confirms the requirements of health assessment requirements 									
	<ul style="list-style-type: none"> Applies knowledge of the major body systems, associated organs and their overall functions 									
	<ul style="list-style-type: none"> Applies knowledge of short term, uncomplicated, chronic and communicable diseases; major risk factors, signs and symptoms 									
	<ul style="list-style-type: none"> Sets up and uses routine medical equipment 									
	<ul style="list-style-type: none"> Performs head-to-toe physical examinations including: <ul style="list-style-type: none"> - height, weight, waist circumference and calculation of body mass index (BMI) 									
	<ul style="list-style-type: none"> - temperature, blood pressure, pulse rate and rhythm 									
	<ul style="list-style-type: none"> - respiratory rate and peak flow 									
	<ul style="list-style-type: none"> - assessment of: <ul style="list-style-type: none"> - eyes and vision test 									
	<ul style="list-style-type: none"> - ears and hearing including otoscopy 									
	<ul style="list-style-type: none"> - mouth, throat, teeth and gum 									
	<ul style="list-style-type: none"> - skin 									
	<ul style="list-style-type: none"> - hands and feet including observations for infective and fungal issues, oedema, abnormalities in the structure and shape, and nerve damage 									
	<ul style="list-style-type: none"> chest visual and aural observation of respiration for any signs of congestion and distress 									
	<ul style="list-style-type: none"> abdomen examination by visual observation 									
	<ul style="list-style-type: none"> Performs examinations for specific presenting problems 									
<ul style="list-style-type: none"> Performs routine tests including: <ul style="list-style-type: none"> - urinalysis via dipstick testing - blood glucose test with a blood glucose testing meter 										
<ul style="list-style-type: none"> Accurately documents outcomes of health assessments in clients' records including details of medical and social history, observations, examination, tests, evaluation notes and referrals 										

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Assesses and supports the social and emotional wellbeing of Aboriginal and Torres Strait Islander clients and identify those most at risk	• Effectively uses social and emotional wellbeing assessment tools across all age groups									
	• Recognises trauma, and the signs and symptoms of different mental illnesses and presenting behavioural indicators including:									
	- mood disorders including depression and bipolar disorder, anxiety disorders									
	- psychotic disorders including schizophrenia									
	- eating disorders									
	- substance misuse disorders, trauma related disorders									
	- the verbal and non-verbal behaviour related to sexual, emotional and physical abuse and the witnessing of abuse to others									
	• Recognises the signs and symptoms associated with Autism Spectrum Disorder (ASD)									
	• Recognises the signs and symptoms associated dependence on alcohol and/or other drugs									
	• Recognises people at risk of self-harm and suicide									
• Draws on knowledge of trauma informed care including:	- self-care practices and									
	- referral to culturally safe community support services and/or other health professionals specialising in the social and emotional wellbeing of others									
Develops routine health care plans and promote lifestyle change	• Explains health care plans to clients including their rationale, how they are developed and used to support clinical treatment, self-care strategies and management of lifestyle factors									
	• Reviews client history and previous health assessments									
	• Contributes to the planning of treatment and care and discussing proposed treatments options with other health care team members									
	• Facilitates referrals to other health professionals and services when and where necessary									
	• Draws on standard treatment protocols and medicines reference books									

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Capabilities of the Role

Specific Elements of the Professional Scope of Practice

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	Yes or No? <i>If no, identify why in the additional notes</i>	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
<ul style="list-style-type: none"> • Understands and applies standard treatment protocols and pharmacology (when and where appropriate) for: <ul style="list-style-type: none"> - sprains and fractures including bandaging and splinting - wound management and care including basic wound care cleaning and dressing - eye and ear infections including cleaning and administering drops and ointment - bacterial, viral, fungal and parasitic skin infections including cleaning and dressing infected skin and treating parasites including head lice and scabies - respiratory tract infections - digestive and gastrointestinal conditions including gastroenteritis - urinary tract infections • Identifies clients at risk of chronic and communicable diseases of high incidence in Aboriginal and Torres Strait Islander populations including: <ul style="list-style-type: none"> - cardiovascular disease - acute or chronic respiratory disease (including asthma) - kidney disease - liver disease - cancer - diabetes - musculoskeletal conditions (including arthritis) - eye ear and oral disease - communicable diseases - blood borne viruses and sexually transmitted infections • Understands and recognises lifestyle diseases and the strategies and changes needed to support early intervention and prevention • Monitors client health through ongoing scheduled assessments and facilitating continuity of care 									

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Enables Aboriginal and Torres Strait Islander clients to take medicines safely	• Applies knowledge of and demonstrating the five rights of medication									
	• Applies knowledge of commonly prescribed medications and bush medicines including (but not limited to) route, purpose, side effects, and adverse effects, interactions, transportation requirements, and storage requirements									
	• Applies knowledge of the Pharmaceutical Benefits Scheme (PBS), State and Territory schemes, Quality Use of Medicines and government database systems									
	• Provides information on medication purpose, dosage and clarify client understanding									
	• Provides information on storage and transport of medication.									
	• Assists clients to measure medication doses and to take or receive medication (through various routes)									
	• Documents details of medications taken, and information provided									
Supports routine clinical procedures by applying basic principles and practices of infection prevention and control	• Correctly uses personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management including:									
	- hand wash									
	- hand rub									
	- pre-surgical hand preparation									
	- glove use									
	- gown and waterproof apron									
	- masks									
	- protective glasses									
	- clean surfaces									
	- manage body or blood spills									
	- sharps handling and disposal									
	- reprocessing procedures for equipment									
	• Applies knowledge of basis of infection, disease transmission and chain of infection									
• Responds correctly to the exposure of blood or bodily fluids										
• Follows procedures for handling, transporting, disposing and cleaning of contaminated waste										
• Identifies, assesses, documents and manages infection hazards within role and environment.										

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Establishes and maintains effective professional relationships, communicate health information effectively and to collect and use client information correctly	• Applies knowledge of major body systems, health terminology and abbreviations									
	• Effectively uses communication skills to clarify workplace instructions, and timeframes									
	• Communicates with internal or external colleagues about client rights, needs and interests									
	• Accesses current and credible consumer-based information resources									
	• Prepares written correspondence, reports and client details in accordance with organisation communication protocols									
	• Advocates and communicates in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and uses interpreter services appropriately when and if needed									
	• Uses communication techniques such as open-ended questions, motivational interviewing, collaboration and confrontation when liaising with clients									
	• Communicates in situations where communication constraints are present									
	• Facilitates resolution of difficult situations with clients, service providers or colleagues									
Advocates effectively and contributes to the delivery of culturally safe health care policies, practices and services that impact on Aboriginal and Torres Strait Islander people at the local level	• Facilitates meetings around a workplace issue									
	• Applies and harnesses their knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services									
	• Applies formal knowledge of culturally safe practice in Aboriginal and/or Torres Strait Islander health service provision									
	• Accesses current and credible consumer-based information resources									
	• Draws on knowledge of local, State or Territory and Commonwealth government health services and programs									
	• Draws on knowledge of Aboriginal and/or Torres Strait Islander community health information in areas such as: physical health issues, social and emotional wellbeing issues, environmental conditions and impacts, health education and promotion priorities									
	• Understands and draws on the advocacy roles of Aboriginal and/or Torres Strait Islander Health Services, workers at different levels of seniority and the types of information and skills clients may need for self-advocacy									
	• Gathers information through interviews, questionnaires, surveys and group meetings to document and report on community health issues									

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Practices within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments	• Accesses workplace policies and procedures									
	• Conducts a workplace risk assessment									
	• Contributes to a work health and safety (WHS) meeting or inspection in workplace									
	• Follows procedures for reporting a hazard and responding to an emergency									
	• Implements, contributes to and reflects on safe work practices									
	• Applies their knowledge of State and Territory legislation on workplace regulations and industry standards									
	• Maintains client confidentiality and seeks advice from supervisors to clarify work tasks and workplace instructions when needed									
	• Understands and operates consistent with all legal and ethical obligations relating to:									
	- privacy and confidentiality									
	- work role boundaries including:									
	- duty of care									
	- informed consent									
	- medication authority									
	- standing orders									
	- care protocols									
	- codes of practice and conduct									
	- reporting communicable diseases									
	- child protection									
	- mandatory reporting									
	- discrimination and									
- translation										
• Applies critical thinking and reflective practice to resolve issues and make decisions										
• Maintains currency of practice and applying best practice evidence and strengths-based approaches in Aboriginal and Torres Strait Islander primary health care										
• Recognises own professional development needs and creating a professional development plan										

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Additional notes

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Additional Responsibilities

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Follow Up Actions

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Acts as the first point of contact and complete comprehensive physical health assessments This includes: • all the observations of the annual Aboriginal and Torres Strait Islander 715 Health Checks and • health assessments for people presenting with chronic or communicable disease and acute conditions.	<ul style="list-style-type: none"> Identifies factors that may impact a client’s ability to consent to and undergo treatment 									
	<ul style="list-style-type: none"> Draws on knowledge of normal reference range for all clinical observations 									
	<ul style="list-style-type: none"> Draws on knowledge of conditions and diseases affecting all major body systems, associated organs and their functions 									
	<ul style="list-style-type: none"> Determines appropriate examination for specific presenting problems 									
	<ul style="list-style-type: none"> Identifies requirements for specific pathology tests including what signs and symptoms may trigger testing 									
	<ul style="list-style-type: none"> Performs head-to-toe physical examinations including: <ul style="list-style-type: none"> - Determining height, weight and waist circumference and calculating body mass index (BMI) 									
	<ul style="list-style-type: none"> - Measuring: <ul style="list-style-type: none"> - temperature 									
	<ul style="list-style-type: none"> - blood pressure, pulse rate and rhythm 									
	<ul style="list-style-type: none"> - lung function including respiratory, peak flow rate and spirometry breathing test 									
	<ul style="list-style-type: none"> - Examining: <ul style="list-style-type: none"> - eyes including physical and vision tests 									
	<ul style="list-style-type: none"> - ears and hearing including use of otoscopy 									
	<ul style="list-style-type: none"> - mouth, throat, teeth and gums 									
	<ul style="list-style-type: none"> - skin and any wounds present 									
	<ul style="list-style-type: none"> - hands and feet including observation for infection, fungal, oedema, abnormalities in structure and shape and nerve damage. 									
	<ul style="list-style-type: none"> - chest both visually and using stethoscope to observe signs of respiratory congestion and distress 									
<ul style="list-style-type: none"> - abdomen by visual examination and palpation 										

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	<ul style="list-style-type: none"> Performs tests including: <ul style="list-style-type: none"> urinalysis via both dipstick and pathology collection blood glucose test with a blood glucose testing meter collection and processing of blood samples for pathology testing including correct methods of storage, transportation and requirements for documentation collection of swabs (self or client) for pathology testing Assesses results of pathology tests, by drawing on knowledge of normal ranges and Standard Treatment Manuals Identifies, assesses and monitors chronic and communicable diseases and acute conditions of high incidence in Aboriginal and Torres Strait islander populations including: <ul style="list-style-type: none"> cardiovascular disease acute or chronic respiratory disease (including asthma) kidney disease liver disease cancer diabetes musculoskeletal conditions, (including arthritis) eye ear and oral disease communicable diseases <ul style="list-style-type: none"> blood borne viruses and sexually transmitted infections Understands the characteristics of chronic disease including: <ul style="list-style-type: none"> complex causality multiple risk factors, including genetic and lifestyle prolonged course of illness functional impairment and disability the concepts of comorbidity Accurately documents outcomes of health assessments in clients' records including details of medical and social history, observations, examination, tests, evaluation notes and referrals 									

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Assesses and supports the social and emotional wellbeing of Aboriginal and Torres Strait Islander clients and identifies those most at risk	• Effectively uses social and emotional wellbeing assessment tools across all age groups									
	• Recognises trauma, and the signs and symptoms of different mental illnesses and presenting behavioural indicators including:									
	- mood disorders including depression and bipolar disorder, anxiety disorders									
	- psychotic disorders including schizophrenia, eating disorders									
	- substance misuse disorders, trauma related disorders									
	- the verbal and non-verbal behaviour related to sexual, emotional and physical abuse and the witnessing of abuse to others									
	• Recognises the signs and symptoms associated with Autism Spectrum Disorder (ASD)									
	• Recognises the signs and symptoms associated dependence on alcohol and/or other drugs									
	• Recognises people at risk of self-harm and suicide									
	• Draws on knowledge trauma informed care including:									
- self-care practices										
- referral to culturally safe community support services and/or other health professionals specialising in the social and emotional wellbeing of others										
Develops <u>complex</u> health care plans and promote lifestyle change	• Explains health care plans to clients including their rationale, how they are developed and used to support clinical treatment, self-care strategies and management of lifestyle factors									
	• Evaluates the status of client's condition and impact of previous treatment strategies									
	• Identifies and administers treatment consistent with own level of authorisation and standard treatment protocols									
	• Responds to the complexity of client needs including discussing proposed treatments options with other health care team members and establishing clear responsibilities for the implementation of care plans when and where appropriate									
	• Facilitates referrals to health professionals and support services when and where necessary									

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	<ul style="list-style-type: none"> Facilitates continuity of care by organising follow-up care, using active recall strategies if necessary and monitoring and assessing client's health through ongoing scheduled assessments 									
	<ul style="list-style-type: none"> Draws on knowledge of lifestyle risk factors that contribute to or exacerbate chronic disease including: <ul style="list-style-type: none"> - smoking - physical inactivity - unhealthy nutrition and body weight - consumption of alcohol and illicit drugs - unsafe sexual practices 									
	<ul style="list-style-type: none"> Draws on standard treatment protocols, manuals and medicines reference books 									
	<ul style="list-style-type: none"> Understands and applies standard treatment protocols and pharmacology (when and where appropriate) for: <ul style="list-style-type: none"> - sprains and fractures including bandaging and splinting - wound management and care including basic wound care cleaning and dressing and the care of wounds associated with chronic conditions - eye and ear infections including cleaning and administering drops and ointment - bacterial, viral, fungal and parasitic skin infections including cleaning and dressing infected skin and treating parasites including head lice and scabies - respiratory tract infections - digestive and gastrointestinal conditions including gastroenteritis - urinary tract infections - chronic and communicable diseases of high incidence in Aboriginal and Torres Strait Islander populations 									

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		Yes or No? <i>If no, identify why in the additional notes</i>	Daily	Weekly	Monthly	Rarely	Never Perform <i>If never, identify why in the additional notes</i>	Requires support <i>Requires regular guidance to undertake task</i>	Developed <i>Requires occasional guidance to perform task</i>	Fully developed <i>Effectively performs task within scope of role</i>
Enables Aboriginal and Torres Strait Islander clients to take medicines safely	• Applies knowledge of and demonstrating the five rights of medication									
	• Applies knowledge of commonly prescribed medications and bush medicines including (but not limited to) route, purpose, side effects, and adverse effects, interactions, transportation requirements, and storage requirements									
	• Applies knowledge of the Pharmaceutical Benefits Scheme (PBS), State and Territory schemes, Quality Use of Medicines and government database systems									
	• Provides information on medication purpose, dosage and clarify client understanding									
	• Assists clients to self-administer medications including measuring medication doses and taking or receiving medication (through various routes)									
	• Provides information on storage and transport of medication									
	• Documents details of medications taken, and information provided									
Administers medications under instruction	• Documenting details of medications taken, and information provided									
	• Works under direction and instruction from other health professions to administer medication to babies, children, adults and the elderly including:									
	- oral medication									
	- sublingual/buccal medication									
	- Eye drops									
	- Ear drops									
	- inhalers including DPI-dry powder and MDI-Metered Dose Spacer									
	- nebuliser therapy									
	- oxygen therapy									
	- topical medication									
	- suppositories and pessaries (rectal and vaginal)									
	- nasal medications									
	- transdermal medication									
	- Z-Track injections									
- intravenous injections										
- intramuscular injection										
- subcutaneous injection										

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Administers first aid	• Administers cardiopulmonary resuscitation (CPR) in line with Australian Resuscitation Council (ARC) Guidelines to an Adult and infant									
	• Uses adrenaline auto-injector									
	• Uses an Automated External Defibrillator (AED)									
	• Responds to an event of regurgitation or vomiting									
	• Recognises and responds to the signs and symptoms of:									
	- allergic reaction									
	- anaphylaxis									
	- asthma									
	- non-life-threatening and life-threatening bleeding									
	- burns									
	- cardiac conditions, including chest pain									
	- choking									
	- diabetes									
	- drowning									
	- envenomation – all current treatments									
	- eye injuries									
	- fractures, dislocations, sprains and strains using immobilisation techniques									
	- wounds including dressings and bandages									
	- head, neck and spinal injuries									
	- hypothermia and hyperthermia									
- nose-bleed										
- poisoning										
- seizures										
- shock										
- sharps injuries										
- stroke										

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Supports routine clinical procedures by applying basic principles and practices of infection prevention and control	• Correctly uses personal protective equipment (PPE), hand hygiene procedures, cleaning and waste management including:									
	- hand wash									
	- hand rub									
	- pre-surgical hand preparation									
	- glove use									
	- gown and waterproof apron									
	- masks									
	- protective glasses									
	- clean surfaces									
	- manage body or blood spills									
	- sharps handling and disposal reprocessing procedures for equipment									
	• Applies knowledge of basis of infection, disease transmission and chain of infection									
	• Responds correctly to the exposure of blood or bodily fluids									
• Follows procedures for handling, transporting, disposing and cleaning of contaminated waste										
• Identifies, assesses, documents and manages infection hazards within role and environment										

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Establishes and maintains effective professional relationships, communicate health information effectively and to collect and use client information correctly	• Applies knowledge of major body systems, health terminology and abbreviations									
	• Effectively uses communication skills to clarify workplace instructions, and timeframes									
	• Communicates with internal or external colleagues about client rights, needs and interests									
	• Accesses current and credible consumer-based information resources									
	• Prepares written correspondence, reports and client details in accordance with organisation communication protocols									
	• Advocates and communicates in a culturally safe and appropriate manner with Aboriginal and/or Torres Strait Islander clients and uses interpreter services appropriately when and if needed									
	• Uses communication techniques such as open-ended questions, motivational interviewing, collaboration and confrontation when liaising with client									
	• Communicates in situations where communication constraints are present									
	• Facilitates resolution of difficult situations with clients, service providers or colleagues • Facilitates meetings around a workplace issue									
Advocates effectively and contribute to the delivery of holistic culturally safe primary health care	• Applies and harnesses a knowledge and understanding of the cultural protocols, individual values and beliefs that may affect clients from accessing health services									
	• Applies formal knowledge of culturally safe practice in Aboriginal and/or Torres Strait Islander health service provision									
	• Applies knowledge of the social and cultural determinants of health									
	• Draws on knowledge of local, State or Territory and Commonwealth government health services and programs									
	• Draws on knowledge of Aboriginal and/or Torres Strait Islander community health information in areas such as: physical health issues, social and emotional wellbeing issues, environmental conditions and impacts, health education and promotion priorities									
• Understands and draws on the advocacy roles of Aboriginal and/or Torres Strait Islander Health Services, workers at different levels of seniority and the types of information and skills clients may need for self-advocacy										

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	<ul style="list-style-type: none"> Collects information on the social and cultural determinants of health and identifying ways to promote and improve access to health and other social support services Facilitates access to services that meet individual and desired client and family needs 										
Practices within the boundaries of the legal and ethical frameworks relevant to their role and contribute to professional and safe workplace environments	<ul style="list-style-type: none"> Accesses workplace policies and procedures Conducts a workplace risk assessment 										
	<ul style="list-style-type: none"> Contributes to a work health and safety (WHS) meeting or inspection in workplace 										
	<ul style="list-style-type: none"> Follows procedures for reporting a hazard and responding to an emergency 										
	<ul style="list-style-type: none"> Implements, contributes to and reflects on safe work practices 										
	<ul style="list-style-type: none"> Applies their knowledge of State and Territory legislation on workplace regulations and industry standards 										
	<ul style="list-style-type: none"> Maintains client confidentiality and seeks advice from supervisors to clarify work tasks and workplace instructions when needed 										
	<ul style="list-style-type: none"> Understands and operates consistent with legal and ethical obligations relating to: <ul style="list-style-type: none"> privacy and confidentiality work role boundaries including: <ul style="list-style-type: none"> duty of care informed consent medication authority standing orders care protocols codes of practice and conduct reporting communicable diseases child protection mandatory reporting discrimination translation 										

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	<ul style="list-style-type: none"> Applies critical thinking and reflective practice to resolve issues and make decisions 									
	<ul style="list-style-type: none"> Maintains currency of practice and applying best practice evidence and strengths-based approaches in Aboriginal and Torres Strait Islander primary health care 									
	<ul style="list-style-type: none"> Recognises own professional development needs and creating a professional development plan and committing to ongoing continuing professional development 									

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Additional notes

Please outline any additional activities performed on a regular basis:

Additional Responsibilities

Please outline any additional activities performed on a regular basis:

Follow Up Actions

Outline the actions to be taken to address the scope of practice and amend the role description:

Outline the actions to be taken to increase opportunities to perform tasks where necessary:

Outline the actions to be taken to address professional development needs:

References

- 1 National Aboriginal and Torres Strait Islander Health Workforce Strategic Framework and Implementation Plan 2021–2031, Canberra 2022 Commonwealth of Australia as represented by the Department of Health
- 2 'We are working for our people': Growing and strengthening the Aboriginal and Torres Strait Islander health workforce, Career Pathways Project Report, The Lowitja Institute, Melbourne, 2020, pg. 9 J.Bailey, I.Blignault, C.Carriage, K.Demasi, T.Joseph, K Kelleher,E.Lew Fatt, L.Meyer, P.Naden, S.Nathan, J.Newman, P.Renata, L.Ridoutt, D.Stanford, & M.Williams.
- 3 Aboriginal and Torres Strait Islander Health Worker Project, Health Workforce Australia, 20 January 2011, pg 5
- 4 National Association for Aboriginal and Torres Strait Islander Health Workers and Practitioners (NAATSIHWP), 2023. NAATSIHWP National Framework for Determining Scope of Practice for the Aboriginal and/or Torres Strait Islander Health Worker and Health Practitioner Workforce, Revised 2021. Accessed 26 July 2024 at: https://www.naatsihwp.org.au/sites/default/files/naatsihwp-scope_of_practice_2022_v2-web_0.pdf
- 5 Accreditation Standards: Aboriginal and Torres Strait Islander Health Practice 2019, Aboriginal and Torres Strait Islander Health Practice Accreditation Committee pg 20. Accessed 26 July 2024 at: <https://www.atsihealthpracticeboard.gov.au/Accreditation/Accreditation-publications-and-resources.aspx>
- 6 Enrolled Nurse Accreditation Standards 2017, Australian Nursing and Midwifery Accreditation Council, pg 12 Accessed 26 July 2024 at: <https://www.anmac.org.au/document/anmac-en-accreditation-standards-2017>



NAATSIHWP

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