

## Example: Individual Scope of Practice – Aboriginal Health Worker – Child and Maternal Health

<b>1</b>	<b>Personal Details</b>										
	<i>Record the details of the Aboriginal and/or Torres Strait Islander (A&amp;TSI) Health Worker/Health Practitioner for whom this scope of practice is written.</i>										
	<b>Name</b>	Katie Briscotti									
	<b>Position</b>	Aboriginal Health Worker –Maternal and Child Health									
	<b>Qualification</b>  <i>List Nationally recognised qualifications and other accredited training programs and endorsements (include year completed)</i>	HLT40213 Cert IV Aboriginal and/or Torres Strait islander Primary Health Care Practice									
	<b>Previous Roles</b>  <i>Provide details on current and previous roles and the corresponding states/territories worked in the past five years.</i>	2012-2014: receptionist 2014-2015 – AHW – clinical practice 2016 – Maternity leave 2017 – Started job as AHW – Child and Maternal Health									
	<b>Registration</b>  <i>Details of registration with the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA)</i> *ATSIHBRA is supported by the Australian Health Practitioner Regulation Agency (AHPRA) under the National Registration and Accreditation Scheme. See <a href="http://www.ahpra.gov.au">www.ahpra.gov.au</a>	<table border="1" style="width: 100%;"> <tr> <td colspan="2"><b>Registered with ATSIHBA?</b> Yes <input type="radio"/> No <input checked="" type="radio"/></td> </tr> <tr> <td><b>Endorsements</b></td> <td>N/A</td> </tr> <tr> <td><b>Notations</b></td> <td>N/A</td> </tr> <tr> <td><b>Conditions</b></td> <td>N/A</td> </tr> <tr> <td><b>Undertakings</b></td> <td>N/A</td> </tr> </table>	<b>Registered with ATSIHBA?</b> Yes <input type="radio"/> No <input checked="" type="radio"/>		<b>Endorsements</b>	N/A	<b>Notations</b>	N/A	<b>Conditions</b>	N/A	<b>Undertakings</b>
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<b>Summary of current skills/knowledge/experience:</b>	Lived and grew up in remote Aboriginal community – good repertoire with community members. Language – speaks Alywarr and can understand Arrernte – uses language in service delivery and working with clients. Young mother – 1 year old child. Experience of being a mother of young child. Previously worked in clinic as an Aboriginal Health Worker.										

<b>2</b>	<b>Work setting and skill mix of the team</b>
	<p>Describe the work setting (e.g. remote clinic; urban primary health service; hospital). List the team members (including supervisors), their qualifications and current skills. Some functions within the scope of practice of any profession may be shared with other individuals. Discuss this skill mix and any overlap.</p> <p>Remote Clinic</p> <p>Senior Aboriginal Health Worker - Line Manager – Lulu Cosh</p> <p>Maternal Child Health Nurse – Supervisor - Eric Dodds</p>

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Works directly with: Midwives and nurses – child health assessment and referrals

Other Health Workers: Undertake or assist with child health assessments (dependent on competencies)

Works with: GPs, Reception, Drivers

External agency staff: Allied Health

### 3 Activities required by the role

Starting with the position description (PD), develop a list of activities that reflect the needs of the health service and community.

**Highlight** which of these activities are in line with the individual's **experience, education and abilities**.

Provide general health care services, undertake Child Health Assessments and routine screening activities and promote child health assessments to clients. **(Mentor + professional development required, as established below)**

Perform consultations with clients – listen to stories/concerns, basic assessment and physical examinations **(KB has skills and competencies, she worked in clinical setting for 2 years)**

Identify, manage, assess and review Child Health Care Plans in consultation with the Senior AHW and General Practitioners. Ensure the referral of clients to other allied health and community services as required **(PD+ Mentor required, 12 month period of shadowing and professional development)**

Assist with direct health care activities including dressings and wound management, ECGs, bloods, blood pressure, blood glucose and urine analysis as directed. **(KB has skills and competencies, she worked in clinical setting for 2 years)**

Promote, develop, implement and evaluate health promotion/education strategies, programs, activities and health clinics **(KB has skills and competencies)**

Ensure information is recorded accurately and client confidentiality maintained in relation to client privacy, security of client records and confidentiality of client related information. **(KB has skills and competencies, but may require further database training in future)**

Provide support to individuals and families on health related issues and education/information on health care issues to clients, community groups and organisations. **(KB has the skills and networks to do this very well and can mentor other staff members).**

Participate in formulation and review of Policies/Procedures, Quality Assurance activities and adhere to Privacy Act, WH&S. **(KB is competent and has previously sat on QUI committee in her last role).**

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### 4 Practice Restrictions and Exclusions

The A&TSI Health Worker/Health Practitioner and their supervisor should discuss and determine any particular activities which are outside the scope of the job role and which should not be performed, including due to legislation, workplace policy and/or a lack of appropriate supervision. These may include activities that the A&TSI Health Worker/Health Practitioner has performed in previous roles

Cannot dispense medication. Training to deliver vaccination schedule, works under the supervision of Child and Maternal Health Nurse until competent, assessed and ready to work independently.

### 5 Current scope of practice

The A&TSI Health Worker/Health Practitioner and their supervisor should discuss and determine the individual's current scope of practice in the role, based on the activities highlighted in Step 3. Use the space below to define the A&TSI Health Worker's/Health Practitioner's current scope of practice. This is not intended to be a complete list of activities or responsibilities, but should be indicative of the types of activities that the A&TSI Health Worker/Health Practitioner may perform in the role. Mark with an asterisk (\*) the activities that require supervision.

Perform consultations and physical assessments (for example: blood pressure, height, weight (BMI), blood sugar levels, HBA1c, temperature, TPR).

Katie is shadowing the Child Health Nurse to develop her skills in independently delivering a Child Health Assessment and planning is underway to develop skills to Child Health Care Plans.

She assist clients with support services at appointments: transport, follow-up appointment, referral checks for clients, family discussion sessions and overseeing the plan arrangements. Katie provides language translation services to all Arrernte and Alyawarr clients who require an interpreter.

Currently performing basic screening and observations under the guidance and supervision of a Child Health Nurse. Katie is developing the skills to undertake independent Child Health Assessments and will be assessed as competent and ready in 4-8 month times.

### 6 Required activities currently outside scope

From the list of activities that the individual is expected to do (Step 3) copy below the activities the A&TSI Health Worker/Health Practitioner does not yet have the training, experience and/or skills to undertake. These are the activities that are not highlighted.

Identify, manage, assess and review Child Health Care Plans. Referral of clients to other allied health and community services as required

Deliver vaccination schedule independently.

Provide general health care services, undertake Child Health Assessments and routine screening activities and promote child health assessments to clients.

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### 7 Supervision requirements and referral pathways

*In consideration of the work setting and skill mix of the team (Step 2), any restrictions to supervision identified (Step 4) and the A&TSI Health Worker's/Health Practitioner's current scope of practice (Step 5):*

- » determine their supervision requirements, including whether this should be direct, indirect or remote supervision; who can provide supervision, under what circumstances and how it will be structured – noting that these requirements may vary across different types of activities
- » list any activities in Step 4 for which the service is unable to provide appropriate supervision
- » **determine the process for referring and escalating patient/client care**, and the conditions under which these processes would apply.

Any suspected referrals (**child's Health Assessment out clinically acceptable ranges**) will be discussed with Child and Maternal Health Nurse and/or Senior Aboriginal Health Worker prior to any referral being made.

Clinical assessment process for determining need for referral:

Clinical observations and **assessment outside of the expected range** will be referred on to GPs or specialist.

Types of clinical tasks likely to be referred:

Observations and **assessment outside expected range**, including: blood pressure, blood sugar levels, TPR, speech, BMI (growth assessment), issues with ears and eyes, dental, incomplete vaccination status

Practitioners to whom clinical referrals are likely to be made:

GPs, Specialist including paediatricians, speech pathologist, ear nose and throat specialist, dentist, psychologist, OT, exercise physiologist, nutritionist

Agreed referral process:

Katie > Child and Maternal Nurse or Senior AHW > GP or Specialist

(follow-up call to client to check referral was undertaken by AHW (Katie, 2 weeks post referral)

### 8 Continuing Professional Development (CPD)

Develop a plan for professional development for the next 6–12 months. The plan should:

- » help the A&TSI Health Worker/Health Practitioner maintain their current scope of practice
- » identify any educational and/or experience/skills requirements the individual needs to meet in order to work at full scope of practice (if limitations apply)
- » address the A&TSI Health Worker's/Health Practitioner's career aspirations
- » ensure that requirements for registration are met (if applicable).

If the organisation uses a CPD template, complete it and attach to this document instead.

4 - 6months – Assessment, component and ready to deliver to Child Health Assessments independently. Course on Child Assessment screening tools.

Understanding Vaccinations and National Immunisation Schedule – course undertaken within next 3 months and then annually.

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	<p>CPR training and 3 yearly First Aid training.</p> <p>Development priorities ie. Experience and/or competencies that the Health Worker needs to develop in order to achieve practice objective:</p> <ul style="list-style-type: none"> <li>Work autonomously and independently to deliver Child Health Assessment within 6 months.</li> <li>Work towards developing and following-up on Child Health Care Plans – 12 months.</li> </ul> <p>Specific plans to achieve development priorities (Supervised practice; Continuing Professional Development (CPD); Practice assessment)</p> <ul style="list-style-type: none"> <li>Practice assessment – deliver Child Health Assessments, assessed within 6 months and independently develop and implement Child Health Plans – assessed within 12 months</li> <li>CPD will be monitored by Senior AHW.</li> </ul>
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<b>9</b>	<p><b>Arrangements for practice review</b></p> <p>Using the supervision and support needs described in Step 7, <b>agree on a supervision structure</b> (e.g. fortnightly meetings etc. including expected duration and location of the meetings).</p>
	<p>Line Manager and supervised by Senior Aboriginal Health Worker. Mentored by Child Health Nurse. This team will meet fortnightly, post staff meeting for ½ hour to review progress and assess development of competencies.</p> <p>This Scope of Practice will be reviewed by the team every 6 months, to ensure it is up-to-date and relevant.</p>

<b>10</b>	<b>Agreement</b>		
	A&TSI Health Worker/Health Practitioner Name:		
	Signed:	Date:	
	Supervisor Name:		
	Signed:	Date:	
	Line Manager Name:		
	Signed	Date:	

<b>11</b>	<b>Next Review of Scope of Practice Due</b>	
	Date:	
	<input type="checkbox"/> A&TSI Health Worker/Health Practitioner given copy of this document.	