

Appendices

Appendix 1: VU20011 Manage asthma emergencies Competency Standard

Unit Code & Title	VU20011 Manage asthma emergencies
Unit Descriptor	<p>This unit of competency provides the skills and knowledge to be able to handle asthma emergency situations in the workplace. It provides background knowledge of the causes, symptoms and effects of asthma as well as emergency treatment.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
Application of the Unit	<p>This unit applies to work in a wide range of settings where emergencies involving asthma attacks may occur, such as:</p> <ul style="list-style-type: none"> • childcare • education • aged and community care • sport • tourism • hospitality • industry enterprises and other environments. <p>Application of this unit relates to the use of either the casualty's own asthma bronchodilator medication blue reliever device and spacer, or the organisation's asthma first aid equipment. The management of the situation would be carried out in accordance with relevant legislation and organisational policies/procedures.</p>
ELEMENT	PERFORMANCE CRITERIA
<p>Elements describe the essential outcomes of a unit of competency.</p>	<p>Performance criteria describe the required performance needed to demonstrate achievement of the element. Where bold/italicised text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.</p>
<p>1. Develop risk minimisation and management strategies for an asthma emergency.</p>	<p>1.1. Individuals at risk are identified and their individual Asthma Action Plans obtained.</p> <p>1.2. Risk management strategies are developed for individuals identified with asthma and for those who may present with asthma-like signs/symptoms</p> <p>1.3. A communication plan to raise awareness of asthma and its first aid management is established and implemented.</p> <p>1.4. The effectiveness of the Workplace Asthma Emergency Management strategies is reviewed regularly.</p>
<p>2. Assess emergency asthma situations.</p>	<p>2.1 Physical hazards are identified and removed according to established first aid principles and procedures.</p> <p>2.2 Risks to first aider and others are determined.</p> <p>2.3 Casualty's physical condition is evaluated and the signs and symptoms of an asthma attack are recognised and responded to.</p> <p>2.4 Appropriate response is determined to ensure prompt control of the situation.</p>

- | | | | |
|----|---|-----|--|
| 3 | Provide the appropriate first aid treatment for an asthma attack. | 3.1 | Casualty is reassured in a caring and calm manner and made comfortable using available resources. |
| | | 3.2 | Resources and equipment appropriate for the situation are identified, accessed and assessed. |
| | | 3.3 | Appropriate emergency action for an asthma attack is provided in response to the severity of the casualty's symptoms, in accordance with their personal Asthma Action Plan and/or the organisation's Workplace Asthma Emergency Asthma Plan. |
| | | 3.4 | Casualty's condition is monitored, in accordance with first aid principles and procedures. |
| 4 | Communicate details of emergency asthma incidents. | 4.1 | Suitable emergency assistance is requested using appropriate communication media or equipment, where applicable. |
| | | 4.2 | Details of casualty's condition and asthma management activities are accurately conveyed to emergency services/relieving personnel. |
| | | 4.3 | Documentation is completed in a timely manner, presenting all relevant facts according to established workplace procedures. |
| 5. | Evaluate responses to asthma emergencies. | 5.1 | Casualty's and the organisation's responses to the emergency asthma situation are compared. |
| | | 5.2 | Casualty's and the organisation's responses to the emergency are assessed in relation to risk management strategies in place for the specific workplace. |
| | | 5.3 | Recommendations for changes to the risk management strategy are submitted, where applicable. |
| | | 5.4 | Changes to the Workplace Asthma Emergency Management Plan are clarified and communicated to relevant parties, where applicable. |
| | | 5.5 | Casualty is advised to consult with their physician to discuss the appropriateness of their personal Asthma Action Plan, or to develop such a plan, as a result of the emergency response. |

REQUIRED SKILLS AND KNOWLEDGE

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

Essential knowledge:

- Signs and symptoms of asthma - mild, moderate and severe
- The potential consequences of an asthma attack
- Common allergic and non-allergic asthma triggers
- First aid principles and procedures in relation to the causes, symptoms and treatment of asthma
- Environmental hazard identification and minimisation
- Sources of medical assistance, such as first aiders, general practitioners, ambulance
- Casualty information required for emergency assistance
- Documentation required for recording emergency incidents
- Prevention and risk management strategies to minimise the likelihood of emergency asthma situations
- Asthma Action Plans for individuals and Asthma Emergency Management Plans for organisations/workplaces

Essential skills:

Ability to:

- Develop risk management strategies for the emergency management of asthma
- Control the situation prior to the administration of first aid treatment for an asthma attack including the removal or minimisation of hazards
- Demonstrate first aid procedures for the management of emergency asthma situations
- Communicate effectively with the asthma casualty, when requesting emergency assistance and in meeting the organisation's incident reporting requirements
- Use initiative in responding to challenging situations and individuals
- Have input to asthma management plans for organisations/workplaces
- Maintain accurate records

RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

Individuals at risk are identified through:

- The signs and symptoms of an asthma attack
- The organisation’s recruitment and enrolment procedures
- Emergency asthma incident reports

Risk management strategies may include:

- Organisation’s asthma policy
- Organisation’s emergency asthma management plan
- Emergency first aid management for asthma
- Asthma triggers, allergic and non-allergic including:
 - allergens
 - respiratory infections
 - exercise
 - drugs
 - foods
 - gastro-oesophageal reflux
 - smoking
 - air pollutants
 - occupational factors
 - temperature change

Physical hazards may include:

- Asthma triggers
- Workplace hazards
- Environmental hazards
- Proximity of other people
- Hazards associated with casualty management

Established first aid principles and procedures may include:

- Assessing the site for danger to self, casualty and others, and minimising the danger
- Determining the casualty’s medical history of asthma
- Checking the availability of the casualty’s Asthma Action Plan, reliever medication and spacer, or obtaining and using the organisation’s emergency first aid kit containing an asthma inhaler reliever and spacer
- Checking and maintaining the casualty’s airway, breathing and circulation
- Following the Emergency Asthma First Aid protocol recommended by the Thoracic Society of Australia and New Zealand (TSANZ)/Asthma Foundation Australia/ National Asthma Council Australia/The Asthma Foundation of Victoria, where the casualty’s Asthma Action Plan is not available, or the casualty is not known to have a history of asthma
- Appropriate emergency assistance may include:
 - Doctors
 - Nurses
 - Paramedics
 - Ambulance officers
 - Qualified first aiders
 - Police
 - Fire brigade

Risks to first aider and others may include:

- Worksite equipment, machinery and substances
- Environmental risks, including those known to trigger asthma attacks
- Contamination by bodily fluids
- Risk of further injury to the casualty

Signs and symptoms of an asthma attack may include:

- Shortness of breath or rapid breathing
- Wheeze
- Chest tightness
- Cough
- Tiredness
- Behavioural changes – distress, anxiety, quietness, restlessness
- Speaking difficulties
- Pallor
- Sweating
- Blueness of the lips

Appropriate response may include:

- Urgently requesting emergency assistance
- Bystander safety
- Enlisting bystander assistance

Resources and equipment may include:

- Casualty's own Asthma Action Plan
- Asthma medication reliever inhaler device (puffer/turbuhaler)
- Spacer
- Oxygen supply and delivery system/devices
- Organisation/workplace policies/procedures on management of asthma emergencies

Emergency action for an asthma attack may include:

- Following the casualty's/individual's Asthma Action Plan
- Following the Organisation/Workplace Emergency Asthma Plan, when the casualty's Asthma Action Plan is not available, or the casualty is not known to have a history of asthma
- Following the Emergency Asthma First Aid protocol recommended by the Thoracic Society of Australia and New Zealand (TSANZ)/Asthma Foundation Australia/ National Asthma Council Australia/The Asthma Foundation of Victoria, where the casualty's Asthma Action Plan is not available, or the casualty is not known to have a history of asthma
- Administering a bronchodilator via an asthma medication reliever inhaler device (puffer/turbuhaler) with or without a spacer, in accordance with the casualty's Asthma Action Plan, or the emergency asthma first aid protocol.
- Administration of oxygen where available and the first aider is trained in its administration.

Casualty's condition may include:

- Shortness of breath, or rapid breathing
- Wheeze
- Chest tightness
- A dry, irritating, persistent cough
- Tiredness
- Behavioural changes – distress, anxiety, quietness, restlessness
- Difficulty in speaking
- Pallor
- Sweating
- Blueness of the lips

Emergency assistance may include:

- Doctors
- Nurses
- Paramedics
- Ambulance officers
- Qualified first aiders
- Police
- Fire brigade

Communication media and equipment may include:

- Telephone (Landline, mobile and satellite)
- Two-way radio
- Alarm systems

Emergency services/relieving personnel may include:

- Doctors
- Nurses
- Paramedics
- Ambulance officers
- Qualified first aiders
- Police
- Fire brigade

Documentation may include:

- Required Work Safe documentation
- Workplace documents
- Statutory requirements

Relevant parties may include:

- First Aiders
- Safety Officer
- Managers
- Coaches
- Teachers
- Child care workers

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment section in Section B of the accreditation submission.

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

To be considered competent in this unit the participant must be able to demonstrate achievement of all of the elements and associated performance criteria. Specifically they must be able to:

- Recognise the symptoms and potential dangers of an asthma attack
- Assess the emergency asthma situation taking into consideration the casualty, risks, physical hazards, appropriate response to control the situation
- Communicate effectively with the asthma casualty to reassure and advise
- Conduct risk minimisation for the immediate incident environment;
- Gather the essential resources and equipment to provide effective first aid to the asthma casualty
- Communicate and document the essential details of the emergency asthma incident and the casualty's condition
- Evaluate the effectiveness of the responses to the emergency incident and identify possible improvements
- Facilitate the implementation of improvements to the Workplace's Asthma Emergency Management Strategy
- The assessment of this unit should be conducted in a simulated emergency asthma situation
- Resources and equipment for the treatment of emergency asthma attacks should be made available, such as:
 - Asthma medication reliever inhaler device (puffer/turbuhaler)
 - Spacer
 - Communication equipment
- Sample Incident reporting documents are required.

Context of and specific resources for assessment:

A range of methods may be used for assessment provided they are compatible with the requirements of the elements and associated performance criteria. Ideally these would be conducted within a simulated emergency asthma environment. Assessment methods may include, but are not restricted to:

Methods of assessment

- Critical incident scenarios involving role plays requiring the administration of the asthma reliever inhaler device (puffer/inhaler) with and without a spacer
- Completion of workplace documentation
- Demonstration of skills
- Verbal/written assessments