

# Marking Guide

## SHBXWHS001

Apply safe hygiene, health and work practices

### Performance Assessment 1

Clean general salon area and simulated blood spill

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# Performance Assessment 1

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## Assessor Instructions

1. Assessor is to observe students carrying out the specified salon cleaning routine in this assessment at the following times:
  - Beginning of the day
  - During the day as needed
  - At the end of the day
2. Assessor is create one (1) simulated blood or body spill as part of the salon cleaning routine and observe the student cleaning the spill in accordance with the procedures provided in the Policies and Procedures Manual.

*Detailed instructions on how to carry out assessment are below.*

For assistance with how to implement this assessment, please email [admin@skindeeplearning.com](mailto:admin@skindeeplearning.com)

### Audit Note:

This Assessment must be used in conjunction with the Performance Benchmark Guideline and Observation Checklist 1. The combination of the information in these documents contextualises Observation Checklist 1. Please see our User and Audit Guide for the Skin Deep Learning Assessment Methodology.

If there are any questions or issues with this assessment during an audit, please call us during the audit.

**Assessment MUST be conducted by following the steps in the order outlined.**

## PART 1

In Part 1 of this assessment, you are required to carry out a salon cleaning routine. Part 1 of this assessment should be conducted by following the below steps in sequence:

### Prior to Assessment

You are to answer all questions in Part 1 of this assessment prior to carrying out the salon cleaning tasks. Your assessor will ensure Part 1 is correct and deemed competent before you carry out salon cleaning tasks.

*The assessor is to mark questions as competent before the salon cleaning tasks are carried out.*

### Prepare chemicals for use

1. You are to prepare cleaning chemicals for use prior to performing the salon cleaning routine in accordance with your answers in Part 1 of this document.

*When mixing cleaning chemicals remember to do the following:*

- Put on appropriate Personal Protective Equipment as specified in the SDS for the chemical.
- Dilute disinfectant EXCERPT SAMPLE ONLY. FOR A FULL SAMPLE CONTACT: [admin@skindeeplearning.com](mailto:admin@skindeeplearning.com) actions.



2. After mixing the cleaning chemicals, you are to store the cleaning chemicals in accordance with your answers in Part 1 of this document.

*When storing cleaning chemicals remember to do the following:*

- *Store the diluted chemical in workplace container to be used for cleaning purposes and put a label on the container that identifies the chemical inside the container.*
- *Store remaining undiluted disinfectant according to manufacturer instructions and workplace policies and procedures.*

*The assessor is to observe the student preparing chemicals for use and complete the 'Prepare chemicals for use' section of Observation Checklist 1.*

### **Perform salon cleaning routine**

3. You are to clean work surfaces and maintain common areas at the beginning of the day, during the day as needed, and the end of the day.

*When cleaning and organising work areas remember to do the following:*

- *Put on appropriate personal protective equipment to clean the work area.*
- *Tidy work area, benches and counters and put items that are out of place back into their designated places.*
- *Wipe down work surfaces and general salon areas with a clean, damp cloth and disinfectant solution prepared in the previous step.*

4. You are to store salon equipment at the beginning of the day, during the day as needed, and the end of the day.

*When storing salon equipment remember to do the following:*

- *Store all salon equipment that has been cleaned and disinfected or sterilised in the designated area to ensure cleanliness and readiness for the next use.*

5. You are to sort and dispose of waste at the beginning of the day, during the day as needed, and the end of the day.

*When sorting and disposing of waste remember to do the following:*

- *Sort waste into categories: recycling, hazardous waste, treatment waste, sharps, and clinical waste. All sharps and clinical waste must be disposed of in accordance with the Health and Hygiene and Skin Penetration Guidelines for your state or territory.*
- *Remove waste from treatment areas and reception areas promptly.*
- *Dispose of waste safely and to minimise negative environmental impacts.*

*The assessor is to observe the student following procedures to clean the salon area and complete the 'Perform salon cleaning routine' Section of Observation Checklist 1.*

## **PART 2**

In Part 2 of this assessment, you are required to clean a simulated blood or body fluid spill. Part 2 of this assessment should be conducted EXCERPT SAMPLE ONLY. FOR A FULL SAMPLE CONTACT: [admin@skindeeplearning.com](mailto:admin@skindeeplearning.com)



## Prior to Assessment

You are to answer Question 6 in this document prior to cleaning the simulated blood or body fluid spill. Your assessor will ensure Part 2 is correct and deemed competent before you carry out the task.

## Clean blood or body fluid spill

*The assessor is to prepare a simulated blood spill with water, fake blood or other substance.*

6. You are to clean the simulated blood or body fluid spill in accordance with your answers in Question 6 in this document.
7. After you have cleaned the simulated blood or body fluid spill, you are to report the incident using the Incident Report Form provided in Part 2.

*The assessor is to observe the student cleaning the simulated blood or body fluid spill and complete the 'Clean blood or body fluid spill' Section of Observation Checklist 1.*

At the end of this assessment there should be:

- Completed answers in Part 1 marked as competent prior to the student undertaking the task
- One (1) competent observation recorded on Observation Checklist 1
- Completed Incident Report Form

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# Performance Assessment 1 – Clean general salon area and simulated blood spill

## Part 1 – Answer questions about the cleaning task

Assessor to mark as competent prior to carrying out the observation

These questions must be answered BEFORE you start the salon cleaning task.

1. Read the Housekeeping Policy in the Policies and Procedures Manual to answer the following questions:

(a) When should you clean work surfaces?

- At the beginning and end of every day
- During the day as needed (ensuring that customers and other staff are not inconvenienced)

(b) How should salon equipment be stored?

Examples are:

- In designated places to ensure cleanliness of salon area and to ensure it can be found by other staff easily.
- According to the manufacturer instructions

2. Read the Safe Work Policy in the Policies and Procedures Manual:

(a) List three (3) safety precautions you will use when handling chemicals to complete the salon cleaning routine.

- Wear personal protective equipment
- Read safety data sheets (SDS)
- Use chemicals according to manufacturer instructions
- Read warning labels
- Follow hazardous chemical code of practice

(b) What personal protective equipment will you use to clean your work area?

Answer MUST include:

- Disposable gloves

Answer may include:

- Apron, appropriate clothing and footwear, goggles, face masks

***For this assessment, you will be required to perform a salon cleaning routine and clean a simulated blood spill. Answer the following questions about how you will perform the salon cleaning routine. You will then need to perform the routine in accordance with your answers.***

3. What disinfectant solution will you use in your workplace to perform the cleaning routine?

Answer will be specific to RTO. An example is:

- Powderfr

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4. (a) Read the manufacturer instructions for the disinfectant solution you will use to complete the cleaning routine, and write down how you should dilute the solution.

*Specify what should be used to dilute the disinfectant and the ratios that the disinfectant should be diluted.*

Student must specify dilution ratios as specified by manufacturer. Disinfectant should be diluted with water.

An example answer is:

50:50 mix with water

- (b) Read Safety Data Sheet (SDS) for the cleaning and disinfectant solution and write down the personal protective equipment you need to wear when handling the chemical.

Answers are examples only and should be answered in accordance with SDS for chemical solution used for the particular RTO:

- Gloves
- Protective eyewear
- Apron

- (c) How should the chemical be stored, as specified by the SDS?

Student to write down storage requirements of chemical i.e. Store in a cool dry place under 30 °C, Store away from sunlight etc. in designated workplace area, for example cupboard under the sink.

- (d) Where in your workplace will you store the chemical after you have finished mixing and using it?

Answer will differ according to RTO, but an example is:

- In cupboard under the sink

- (e) After you have diluted the disinfectant solution, you will need to create a label for the diluted mixture that identifies the solution in the container. What will you write on the label?

The label should contain the name of the chemical with dilution at the end. For example:

- Powderfresh Dilution

5. Read the Health and Hygiene and Skin Penetration Guidelines for your state or territory. How should you dispose of the following waste when performing salon cleaning duties according to the Guidelines and your workplace procedures?

<b>Hazardous waste</b>	<ul style="list-style-type: none"> <li>▪ Wear appropriate personal protective equipment</li> <li>▪ Solidify hazardous chemicals using absorbent material</li> <li>▪ Place in airtight container/plastic bag and put into general waste</li> </ul>
<b>General and treatment waste</b>	Into a lined bin
<b>Clinical waste</b>	Into the clinical and related waste bin or in accordance with Health and Hygiene and/or Skin Penetration Guidelines for particular state or territory
<b>Cardboard</b>	Recycle
<b>Contaminated sharps</b>	Into sharps container

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