



# Infection Control Skill Set

## When enrolling in the course:

- [Login to your GuildEd account](#)
- Select **HLTSS00065 - Infection control Skill Set for the Retail Industry**
- Allow 1-2 business days after registering to obtain access to the training
- When entering personal information type the information into each field (avoid using the pre-filled information from your browser)
- You will need to provide and have on hand a copy of your:
  - **Driver's licence or Proof of Age with address**
  - **Medicare card**
  - **Contract or letter of employment (a template is available on the WA Guild Branch website)**
  - **USI number (Unique Student Identifier) – Link provided on enrolment page**
- Once enrolled all course requirements must be completed within 30 days

**HLTSS00065 Infection Control Skill Set (Retail)**

2020 Immunisation update  
1.5 CPD points

### HLTSS00065 Infection Control Skill Set (Retail)

ESSENTIAL COVID-19-RELATED TRAINING FOR THE COMMUNITY PHARMACIES OF AUSTRALIA

**Course overview**  
As an employee or pharmacist in the retail and community Pharmacy Industry, there are numerous and significant challenges that can arise during your standard work day. This program will assist you to better understand the minimisation of potential exposure to not only COVID - 19 but other infectious diseases and ensure you are prepared to handle any dangerous or community safety situations as and when they arise. This course has been prepared jointly by The Pharmacy Guild of Australia and iCollege Limited and covers standard operating procedures already in place in community Pharmacies.

**Course description**  
A set of skills to follow organisational infection prevention and control policies and procedures, including implementing standard and transmission-based precautions and responding to infection risks in organisations operating in the retail industry.

**Participants will learn a range of skills, including:**

- Hand hygiene practices
- Effective surface cleaning
- Use of personal protective equipment
- Disposal of contaminated waste
- Hazard identification, control and reporting
- Appropriate protocols and responses in the event of an incident
- Knowledge regarding the basis of infection and transmission

**Additional Information**

iCollege

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## Infection Control Training

**Pharmacy Guild**   **Aged and Disability**   **Transport and Logistics**



### Tips for Video Submissions:

- The maximum file size that can be uploaded is 128MB
  - The video resolution can be adjusted on smart phones/tablets/laptops via the settings app (the lowest picture resolution is recommended)
  - Smart phone videos can be transferred directly to the computer via USB
    - Open “Photos” program on computer and select “Import”
- Videos can be split into 2 or 3 parts to help keep the files smaller (3 files per video submission can be uploaded)
- Ensure videos are named as stated in the Video Submission Instructions document:
  - HLTINFPRAC21
  - HLTINFPRAC22
  - HLTINFPRAC23
  - HLTINFPRAC24
  - HLTINFPRAC25
  - HLTINFPRAC26

### Video 2.1 HLTINFPRAC21 - Checking hands for wounds, applying a waterproof dressing

- 1-2 minutes long
  - **Environment:** Located next to first aid kit
  - **Items required:**
    - Container with detergent and water mixture
    - Red marker
    - Alcohol Based Hand sanitiser (ABH)/soap
    - First aid kit
    - Waterproof band-aid
    - Cloth
    - Disinfectant
    - Bin
1. Put a red cross on index finger to illustrate a cut
  2. Check hands for wounds and show a cut was located
  3. Clean hands with ABH/soap or use swab on the cut
  4. Apply waterproof band-aid
  5. Wash hands with ABH/soap using correct technique
  6. Put on disposable gloves



7. Wipe down the area and first aid kit with detergent and water
8. Spray disinfectant onto paper towel OR use Pine O Clean disinfecting wipes to wipe down the first aid kit and surrounding areas
9. Dispose of disinfectant paper towel/wipe in the bin
10. Remove gloves using correct technique
11. Dispose of gloves in the bin
12. Wash hands with ABH/soap using correct technique

### Video 2.2 HLTINFPRAC22 - Hand hygiene using soap and water

- 1-2 minutes long
  - **Environment:** Sink with running water
  - **Items required:**
    - Liquid soap
    - Paper towel
    - Bin
1. Turn on the tap
  2. Wet hands and leave water running
  3. Apply soap
  4. Wash hands for appropriate length of time 20-40 seconds using correct technique
  5. Dry hands with paper towel
  6. Use the same paper towel to turn off faucet
  7. Throw paper towel into a bin

### Video 2.3 HLTINFPRAC23 - Respiratory hygiene - Coughing/sneezing into tissue and into elbow

- 2-3 minutes long
  - **Items required:**
    - Tissue
    - Alcohol Based Hand sanitiser (ABH)
    - Bin
1. Cough/sneeze into a tissue
  2. Throw tissue into a bin
  3. Wash hands with ABH using correct technique
  4. Cough/sneeze into your elbow
  5. Wash hands with ABH using correct technique



## Video 2.4 HLTINFPRAC24 - Donning (putting on) PPE appropriate to clean a spill

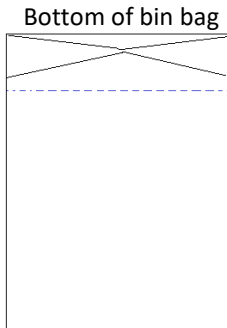
- 1-2 minutes long
  - Complete just prior to completing 2.5 and 2.6 videos.
  - Setup the room for videos 2.5 and 2.6 prior to filming this assessment.
  - **Environment:**
    - As described below in video 2.5
  - **Items required:**
    - Disposable gloves
    - Goggles/safety glasses
    - Disposable apron (bin bag)
    - Disposable face mask
    - Alcohol Based Hand sanitiser (ABH)
1. Wash hands with ABH using correct technique
  2. Put disposable apron on using correct technique
  3. Put disposable mask on using correct technique
  4. Put goggles on using correct technique
  5. Put disposable gloves on using correct technique

\*Leave PPE on for next video

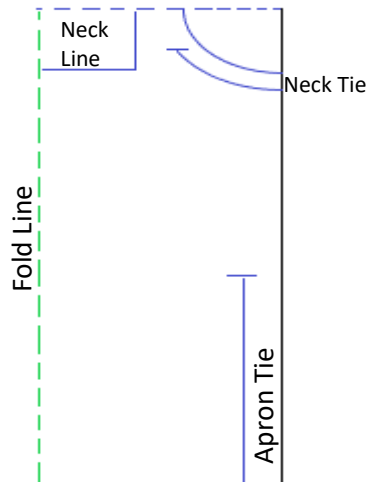


## How to make a disposable bin bag apron

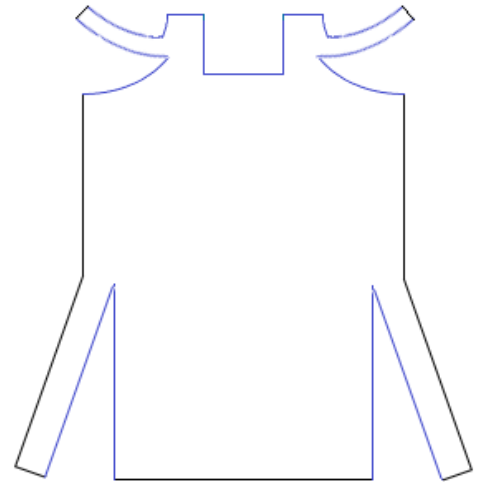
Open Bin Bag



Bin bag folded in half



Finished apron



1. Cut off the bottom of a bin bag
2. Fully unfold the bin bag
3. Fold the bin bag in half lengthwise
4. Cut along the pictured blue lines
  - Neckline
  - 2x Necktie
  - Apron Tie

### Video 2.5 HLTINFPRAC25 - Cleaning a spill

- 7-8 minutes long
- **Environment:**
  - Table (at least 1.2 x 1.2) covered by a tablecloth (cloth or plastic, at least 1.8 x 1.8, if using plastic handle as you would cloth)
  - Container of sputum emptied onto the middle of the tablecloth
- **Items required:**
  - Appropriate PPE as donned for video 2.4 above
  - Simulated sputum - 1/4 cup of rolled oats and 1/2 cup water - put onto tablecloth
  - Portable barrier (spare bin, empty box, wet floor sign)
    - Signage – “Caution Keep Clear” sign attached to a portable barrier
  - Bin signed as “Clinical Waste”
    - Signage – “Clinical Waste” sign (to be stuck onto the bin)
  - Paper towels
  - Chux for cleaning table with detergent



- Detergent (dishwashing liquid)
  - Disinfectant Solution - Pine O Clean
  - Disinfectant wipes - Pine O Clean wipes for cleaning table
  - Leak proof bag / black garbage bag: For dirty tablecloth
  - 2x mops or change mop head between detergent and disinfectant
  - 2 x mop buckets - 1 for detergent and 1 for disinfectant
    - 1 Bucket filled with water and detergent
    - 1 Bucket filled with water and disinfectant
  - 1x Plastic container
    - Filled with water and detergent
1. Use paper towel to pick up bulk of sputum and place in the Clinical Waste Bin
  2. Bundle up tablecloth by folding corners up into the middle
  3. Put tablecloth into the Leak proof bag / black garbage bag, tie up and put aside
  4. Clean table with using container of detergent solution and chux
  5. Throw chux into clinical waste bin
  6. Clean table with Pine O Clean disinfectant wipes
  7. Throw wipes into clinical waste bin
  8. Show that detergent is in 1st mop bucket and mop under and around table
  9. Show that disinfectant / Pine O Clean is in 2nd bucket
  10. Use a different mop or mop head to disinfect under and around the table

#### Video 2.6 HLTINFPRAC26 - Doffing (removing) PPE

- 2-3 minutes
  - **Items required:**
    - Bin labelled as "Clinical Waste"
    - Container labelled as "Contaminated PPE to be cleaned"
    - Alcohol Based hand sanitiser (ABH)
1. Remove gloves using correct technique and place in clinical waste bin
  2. Remove goggles and place in container for disinfecting
  3. Remove apron using correct technique and place in clinical waste bin
    - Grab from the middle of the inside, fold sides inwards and roll up
  4. Remove mask using correct technique and place in clinical waste bin
  5. Clean hands with ABH using correct technique