

COMMUNITY CARE SKILLS STANDARDS FRAMEWORK FOR SUPPORT CARE ROLES

Skills Domain	Administration and Operations
Skills Category	Equipment and Machine Maintenance
Skills Standard Title	Monitor Maintenance of Equipment and Machines
Skills Standard Descriptor	Identify faults/symptoms and monitor maintenance of machines and equipment
Skills Proficiency Level	Level 2 (Previously 'Intermediate' under CCSSF)
Source Code	CCSSF-AAO-EMM-3002-1
Knowledge <i>This refers to the gathering and cognitive processing of facts and information required to perform work tasks and activities.</i>	Underpinning Knowledge: • Common medical machinery and equipment faults. The medical machines and equipment may include (not limited to): ○ Care equipment: e.g. stethoscope, mobility aides, gym equipment, ceiling hoist for client, exercise equipment, pull trolleys, blood pressure monitor, thermometer etc. ○ Non-care equipment: e.g. kitchen equipment (such as blender), trolleys, home appliances (such as TV, projector) ○ Machine: e.g. mobile CT scan machine, ECG machine. • Things to monitor for equipment and machine, which may include (not limited to): ○ Lifespan ○ Shelf-life ○ Calibration cycle ○ Maintenance schedules ○ Service contract and service agreement ○ Warranty coverage • Symptoms and indicators of potential machine and equipment breakdown. ○ No sign of movement/ function from the machine and equipment when switch-on ○ Unfamiliar sound produced when the machine and equipment are switch-on • Organizational policies and procedures to carry out simple troubleshooting to identify problem for the following medical machine and equipment: ○ Care equipment: e.g. stethoscope, mobility aides, gym equipment, ceiling hoist for client, exercise equipment, pull trolleys, blood pressure monitor, thermometer etc. ○ Non-care equipment: e.g. kitchen equipment (such as blender), trolleys, home appliances (such as TV, projector) ○ Machine: e.g. mobile CT scan machine, ECG machine • The importance of routine maintenance for medical machinery and equipment. • Proper labelling and safekeeping of faulty equipment to prevent accidental use.

	• Organizational policies and procedures to: ○ Make arrangement for regular check, maintenance and calibration of machines and equipment ○ Renew equipment license ○ Report faulty equipment and machine • Provisions of National Infection Prevention and Control Guidelines for Long Term Care Facilities (2018), which may include (not limited to): ○ Use of personal protective equipment ○ Hygiene practices ○ Handling patients with infection ○ Outbreak ○ Hand hygiene • Relevant legal and/or industrial requirements in relation to support the maintenance of machines and equipment, which may include: ○ Implementation Guide to Guidelines for Home Care (Agency for Integrated Care, Singapore) ○ Implementation Guide to Guidelines for Centre-Based Care (Agency for Integrated Care, Singapore) ○ Workplace Safety and Health Guidelines (Workplace Safety and Health Council) ○ National Infection Prevention and Control Guidelines for Long-Term Care Facilities (Ministry of Health) ○ Allied Health Professions Council (AHPC) guidelines on supervision and delegation of tasks to therapy support staff
Ability <i>This refers to the ability to perform the work tasks and activities required of the occupation, and the ability to react to and manage the changes at work.</i>	The ability to: • Comply with the supplier's recommended preventive maintenance guidelines and schedules to ensure machine and equipment function optimally. • Raise a service request to initiate maintenance or repair of machine and equipment in the event of breakdown. • Label faulty machine and equipment and stow aside to prevent accidental usage. • Facilitate arrangement for standby equipment and machine to prevent disruption at work. • Participate in and validate functional checks or tests to ensure machine and equipment is functional for use upon receiving. • Update service request and equipment register to ensure records are current. • Recommend and propose replacement or purchase of new equipment based on working condition and life span if needed or when necessary. • Carry out simple maintenance and troubleshooting work for the following machines and equipment (not limited to): ○ Care equipment: e.g. stethoscope, mobility aides, gym equipment, ceiling hoist for client, exercise equipment, pull trolleys, blood pressure monitor, thermometer etc.

	○ Non-care equipment: e.g. kitchen equipment (such as blender), trolleys, home appliances (such as TV, projector) ○ Machine: e.g. mobile CT scan machine, ECG machine
Person Centred Care <i>This refers to having a person centred care mind set to drive the care giver to respect and recognise the decisions/choices of the person they are taking care of.</i>	Underlying principles: • Treating clients with dignity and respecting by being aware of the supporting personal perspectives, values, beliefs, culture and preferences; respecting their privacy while encouraging independence of the individual; and listening to each other and working in partnership to design and deliver services.
Performance Outcome <i>This refers to the outcome of the task on the care recipient as indication of workplace success</i>	The support care staff is able to: • Perform maintenance of simple medical machinery and equipment to ensure the client's safety, and • Minimize staff exposure to work injuries and increase the lifespan of the machinery and equipment.