


Work Health Safety: Safe Work Practice: Personal & Medical

Application of medical creams

 Risks	Risk Level	Risk Controls
Infection of people from clients blood and other fluids	Likelihood: B Consequence: 3 Rating = HIGH	<input checked="" type="checkbox"/> Provide prompt first aid as per this Safe Work Practice, gloves protecting staff
Infection of client from open wound	Likelihood: B Consequence: 3 Rating = HIGH	<input checked="" type="checkbox"/> Provide prompt first aid as per this Safe Work Practice
Client/staff emotional distress due to fear of serious health problems or lack of confidence in first aid response	Likelihood: C Consequence: 4 Rating = MODERATE	<input checked="" type="checkbox"/> Provide prompt first aid as per this Safe Work Practice with staff providing necessary reassurance to client and Coordinator supporting staff.
Poisoning from person having the wrong medication	Likelihood: E Consequence: 4 Rating = LOW	<input checked="" type="checkbox"/> At Day Care or client outings will store medication securely if client is unable to keep it safe from others or self <input checked="" type="checkbox"/> Staff to check the name of the medication is the name of client receiving medication

Equipment required:.

<i>Mercy Services equipment</i>	<i>Others equipment</i>
Worker to wear <u>footwear</u> that is fully enclosed, slip resistant sole, water repellent/resistant and provides adequate support. Personal Protective Equipment required: gloves	Prescribed cream or lotion

Activity	Worker behaviour	Client/other's behaviour
(a) Preparation	<ol style="list-style-type: none"> At Day Centre or client outings staff will encourage clients to keep their medication secure. Staff will only store it and/or remind client if the client repeatedly demonstrates they cannot or if requested to assist by their carer. In such cases the medication will be kept in a locked place at the Day Centre or with staff in transit/ during an outing. Worker will ask clients permission before gathering cream from within the client's home. Worker to bring disposable gloves 	Clients should have cream available
(b) Safety check	<ol style="list-style-type: none"> Check Care Plan/Run sheet for instructions especially where cream is to be applied OR if non-prescription check dosage and frequency on tube and if possible confirm with client 	Worker should ensure that other clients are kept away from the situation and that their needs are attended due during this first aid situation.

Activity	Worker behaviour	Client/other's behaviour
	<ol style="list-style-type: none"> 2. Check label on cream to ensure correct client, correct cream and expiry date 3. Get client's permission to apply cream 4. Explain procedure for applying cream and what the client needs to do to assist you 5. Wash hands and apply gloves 	
(c) Apply cream	<ol style="list-style-type: none"> 1. Apply cream or lotion sparingly to appropriate area as per Coordinators instructions on Care Plan/run sheet. 	Client to follow workers instruction and stay still when requested
(d) After procedure	<ol style="list-style-type: none"> 1. Remove gloves and wash hands. 2. Store cream as per Coordinators instructions 3. Ensure client is comfortable 4. Dispose of rubbish appropriately 5. Report any issues to Coordinator 6. Contact Poisons Information Centre - phone 13 1126 – if there are concerns of incorrect dose of substance 7. At Day Centre or client outings the medication will be given directly to the client's carer when she/he goes home. 	
(e) Follow-up	<ol style="list-style-type: none"> 1. Document any incident and report it to your Coordinator immediately 	

As at 07/06/17 this Safe Work Practice is authorised for use in:

<i>Service</i>	<i>Position</i>
Home Care Packages	Community Care Assistant
Home Support Program/NDIS	Community Care Assistant
Residential Aged Care	Assistant in Nursing

Date for review of safe work practice: June 2020 (or if injury or changes require)

COMPETENCY ASSESSMENT

Application of creams

Employee _____

Assessor _____

Date _____

Desired Outcome:

Apply cream as prescribed with a minimum of distress or discomfort to the client and worker.

Knowledge required:

Staff must have a first aid certificate

Performance Criteria	Competence demonstrated	Comment
Prepare		
1. Day Centre/client outing staff securely store medication - only if client cannot		
2. Gathers Equipment with client's permission		
Safety and Security		
1. Checks Care Plan/Run sheet for instructions		
2. Checks label on container to ensure the correct client, correct cream and expiry date of medication OR if non-prescription checks dosage and frequency on tube and if possible confirm with client		
3. Gets client's permission to apply cream		
4. Explains procedure for applying cream and what the client needs to do to assist you		
5. Washes hands and applies gloves		
Application of cream		
1. Applies cream or lotion sparingly to appropriate area as per Coordinators instructions on Care Plan/run sheet.		
After procedure		
1. Removes gloves and washes hands.		
2. Stores cream as per Coordinators instructions		
3. Ensures client is comfortable		
4. Disposes of rubbish appropriately		
5. Reports any issues to Coordinator		
6. Contacts Poisons line 13 1126 if needed		
7. At Day Centre or outings the medication will be given directly to the client's carer when she/he goes home		
Follow-up		
1. Document the incident and report it to your Coordinator immediately		

Is the worker assessed as being competent? YES NO

Any required follow up action/training: _____

Signature of employee..... Date.....

Signature of assessor Date.....

Chart to indicate application of cream (or patch)

