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| **Name:** |  |
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| **TASK:** | **Shower curtains** | **Stage 1 of 2 stages in task** |
| TA; | Removal & Rehanging of curtains |

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| A Skill level of**...A...B...C...D...E...**Indicate level using underpinning work skill guide**Requiring task skills of:**

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|  | **Assistance coding;**0=no assistance/fully independent1=indirect verbal prompts/instructions2=gestural prompts3=direct verbal prompts/instructions4=model style prompting5=physical prompting MINIMAL6=physical prompting FULL assistance7=not complaint/failed taskN/A=not applicable  | OBSERVATION DATES  | **#** This is designed for a single operator however it usually completed by a team of 2. |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
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|  | **Staff initials**; |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | OHS requirements;Safety Glasses, non-slip shoes.  | ASSISTANCE REQURED |
| **1** | Check sheet in office for area to be washed. NORTH or SOUTH *Obtain key hanging on office wall as per* ***Shower curtains TA 2 of 4.*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** | Obtain spare shower curtains.And laundry basket. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** | Proceed to mens shower block. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** | *Proceed to the cleaners room; far end corner of the North side & operate switch for auto showers.* ***As per shower curtain TA 2 of 4***  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **5** | Remove shower curtains from required cubicles.  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **6** | Place removed curtains into basket or over centre divider. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **7** | Rehang the 4 spare shower curtains in this area. *Allowing for use of showers by contractors.*  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8** | Collect all removed shower curtains placing them in basket. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **9** | *Reengage auto showers***As per shower curtain TA 2 of 4** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **10** | Return to Windward laundry to wash curtains |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **11** | Rehanging is as per steps **3,4,7** hanging curtains in all required cubicles, and **9**. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **12** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Comments:**

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| **Worker name** |  |
| **Assessed by** |  |
| **Date of Assessment** |  |
| **Nature of concern/issue**Please provide written comments/supporting evidence\* relating to the application of the wage assessment process. Highlight any concerns surrounding the assessment of competency (core/industry) and/or productivity for each individual worker. | (Attach separate sheet if more space required) |
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| **Date of post assessment query** |  |
| Name of person completing post assessments  |  |
| **Title**  |  |

\* Supporting evidence refers to documented history, highlighting select items relating to your query.

This evidence will take the form of productivity records, and assistances recorded.