

Title	Demonstrate knowledge of the prevention and management of Discomfort, Pain and Injury (DPI) in the workplace		
Level	3	Credits	8

Purpose	<p>This unit standard is for people involved in the prevention and management of DPI in the workplace.</p> <p>People credited with this unit standard are able to describe what is meant by DPI; outline the groups of contributory factors and how they combine to result DPI; describe contributory factors individuals and workplaces need to consider when preventing and managing DPI; and outline measures used to manage the risks to staff experiencing DPI.</p>
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Classification	Occupational Health and Safety > Occupational Health and Safety Practice
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Available grade	Achieved
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Guidance Information

1 References

Legislative requirements in this unit standard include – Health and Safety at Work Act 2015 (HSWA) and relevant Regulations; *Guidelines for Using Computers – Preventing and Managing Discomfort, Pain and Injury*, Wellington: Accident Compensation Corporation (ACC), and Occupational Safety and Health Service of the Department of Labour (now WorkSafe New Zealand), 2010, available at <http://www.worksafe.govt.nz>; and any subsequent amendments and replacements.

2 Definitions

Environmental issues – refers to where work takes place and the conditions in which a person works: temperature, ventilation, humidity, noise, vibration, lighting.

Individual factors – refer to things a person can and cannot change about the way they are: examples of things you can control are – nutrition, fitness, sleep, smoking; examples of things you cannot control are – age, gender, genetic makeup, ethnicity.

Load and forceful movements – refer to the objects a person handles and the forces they have to apply to them: moving bulky objects, holding tools too hard.

Psychosocial factors – refer to the way a person interacts with their social environment and the influences on their behaviour: in work (job security, rewards, control over job, colleagues, management); outside work (relationships, time pressures, yours and other's health, attitudes/beliefs towards pain, finances, emotional pressures).

Task invariability – refers to how much a task changes over time; repeated actions, long positions, ability to provide mental stimulation.

Work organisation – refers to how work is arranged, delegated and carried out; hours, rest breaks, job rotation, workflow, management structure, control over own job.

Workplace layout and awkward posture – refers to the way the workplace is set up and the working positions that workers adopt, work equipment set-up, ease of reach of work equipment, workers' comfort, adjustments to work equipment.

Outcomes and performance criteria

Outcome 1

Describe what is meant by DPI.

Performance criteria

1.1 The term DPI is described in accordance with legislative requirements.

Range DPI includes but are not limited to – Gradual Process Injuries (GPI), back pain (including neck pain, strains and sprains in all parts of the body).

1.2 The manner in which DPI happens is described in accordance with legislative requirements.

Range manner includes but is not limited to – most DPI conditions arise over time, usually the end result of a combination of many factors.

Outcome 2

Outline the groups of contributory factors and how they combine to result in DPI.

Performance criteria

2.1 The groups of contributory factors are outlined in accordance with legislative requirements.

Range groups include but are not limited to – individual factors, psychosocial factors, work organisation, work layout and awkward postures, load and forceful movements, task invariability, environmental issues.

2.2 The way that the groups of contributory factors combine to result in DPI is outlined in accordance with legislative requirements.

Range contributory factors include but are not limited to – each person's capacity to tolerate the combined effect of the contributory factors is unique to each individual, each group of contributory factors has its own impact, when combined together the total impact is magnified in an unpredictable way.

Outcome 3

Describe the contributory factors individuals and workplaces need to consider when preventing and managing DPI.

Performance criteria

3.1 Contributory factors that should be considered in managing and controlling an individual's DPI are described in accordance with legislative requirements.

Range contributory factors may include but are not limited to – individual factors, psychosocial factors, work organisation, work layout and awkward postures, load and forceful movements, task invariability, environmental issues;
evidence of three is required.

3.2 Factors workplaces should consider in order to control individual contributory factors of DPI are described in accordance with legislative requirements.

Range factors workplaces should consider may include but are not limited to – physical requirements, regained work fitness, wellness programmes, healthy snacks, flexible hours, showers, self-responsibility;
evidence of three is required.

3.3 Factors workplaces should consider in order to control psychosocial contributory factors of DPI are described in accordance with legislative requirements.

Range factors workplaces should consider may include but are not limited to – reporting, counselling, drug policy, pay advances, time off to deal with issues, anonymous comments or suggestions, clear communication channels, values, leadership;
evidence of three is required.

3.4 Factors workplaces should consider in order to control work organisation contributory factors of DPI, are described in accordance with legislative requirements.

Range factors workplace should consider may include but are not limited to – job rotation, work-flow, job scheduling, number of workers, recovery time after shifts, managing overtime, stretching for sedentary workers, health impacts of changes, sufficient staff, introduction or reintroduction to work, reminders to have breaks, safe practice incentive schemes, captured data;
evidence of three is required.

- 3.5 Factors workplaces should consider in order to control work layout and awkward posture contributory factors of DPI, are described in accordance with legislative requirements.
- Range factors workplaces should consider may include but are not limited to – scissor lifts, tilting containers, prop chairs, foot rails, appropriately designed workplaces, job rotation, video training; evidence of three is required.
- 3.6 Factors workplaces should consider in order to control task invariability contributory factors to DPI are described in accordance with legislative requirements.
- Range factors workplaces should consider may include but are not limited to – elimination of problem tasks, breaks, rotated tasks, stretches and pauses, balanced workloads, reporting, correct muscle use; evidence of three is required.
- 3.7 Factors workplaces should consider in order to control load and forceful movement contributory factors of DPI, are described in accordance with legislative requirements.
- Range factors workplaces should consider may include but are not limited to – ACC’s Risk Reckoner tool, split loads, load stability, mechanical aids, reduced lifting requirements, specialist help, focus on safe lifting techniques, appropriate muscle power; evidence of three is required.
- 3.8 Factors workplaces should consider in order to control environmental contributory factors of DPI are described in accordance with legislative requirements.
- Range factors workplaces should consider may include but are not limited to – task or factor isolation, minimisation of contributory factors, good housekeeping, lighting, maintenance, rest and kitchen facilities; evidence of three is required.

Outcome 4

Outline measures used to manage the risks to staff experiencing DPI.

Performance criteria

- 4.1 Measures designed to assist and rehabilitate staff with DPI are outlined in accordance with legislative requirements.
- Range measures include but are not limited to – reporting early symptoms, addressing the contributory factors, arranging support from health and safety professionals, returning people to work.

Planned review date	31 December 2022
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	14 December 2000	31 December 2012
Revision	2	16 May 2005	31 December 2012
Review	3	25 May 2007	31 December 2012
Review	4	15 April 2011	N/A
Rollover and Revision	5	22 May 2014	N/A
Rollover and Revision	6	22 August 2019	N/A
Rollover and Revision	7	25 March 2021	N/A

Consent and Moderation Requirements (CMR) reference	0121
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact The Skills Organisation reviewcomments@skills.org.nz if you wish to suggest changes to the content of this unit standard.