

SFHSS25

Repair, alter and maintain items



Overview

To achieve this standard you must show that you can repair, alter and maintain items. Items may include bed linen, clothing and towels. You must identify the type of repair or alteration required.

You must sort and prioritise items. You must repair items according to the damage they have sustained, and alter items according to requirements.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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Performance criteria

You must be able to:

- P1 identify the types of repair or alteration required
- P2 identify and record items which are beyond repair or unsuitable for repair or alteration, and redirect them
- P3 remove any extraneous objects and dispose of them or forward them for return to the customer
- P4 count and record items for repair accurately
- P5 identify items which have priority for repair
- P6 sort items so that best use is made of your time
- P7 store items prior to repair safely
- P8 identify the nature of the repair or alteration accurately
- P9 make appropriate adjustments to the sewing machine
- P10 repair items using a method appropriate to the damage sustained and the type of fabric
- P11 alter items according to requirements
- P12 operate repair equipment safely and in accordance with instructions
- P13 record the throughput of repairs accurately in the frequency and format specified
- P14 return items to the appropriate place in the process

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Knowledge and understanding

You need to know and understand:

- K1 how to identify the type of repair required
- K2 how to determine when an item is beyond repair
- K3 how to record items for repair
- K4 how to determine the priority of items for repair
- K5 how to store items
- K6 what records must be kept
- K7 how to identify the type of repair or alteration needed
- K8 how to determine the appropriate method of repair
- K9 how to operate equipment safely
- K10 how to adjust the sewing machine
- K11 how to avoid injury to yourself and others whilst using the equipment

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Additional Information

External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: EF2 Environments and Buildings

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Validity Current

Status Original

Originating organisation This NOS was originally developed by the Distributive National Training Organisational as Unit 19.

Original URN SS25

Relevant occupations Health, Public Services and Care; Health and Social Care; Managers and Senior Officials; Associate Professionals and Technical Occupations; Health and Social Services Officers; Health Associate Professionals; Personal Service Occupations; Healthcare and Related Personal Services

Suite Support Services

Key words Portering, Cleaning, Housekeeping, Laundry, Health Records, Mail, Security
