



Australian Government

Department of Education, Employment and Workplace Relations

HLT40512 Certificate IV in Hospital-Health Services Pharmacy Support

Release: 1

HLT40512 Certificate IV in Hospital-Health Services Pharmacy Support

Modification History

HLT07 Version 4	HLT07 Version 5	Comments	Equivalent outcome or not equivalent (E/N)
HLT40507 Certificate IV in Hospital/Health Services Pharmacy Support	HLT40512 Certificate IV in Hospital/Health Services Pharmacy Support	<p>Updated in V5</p> <ul style="list-style-type: none"> change to qualification description change s to entry requirements changes to packaging rules, removal of one core unit reduction of core units from 10 to 9 by deleting BSBMED301B, HLTIN301C, HLTOHS300B, HLTPH410C and adding CHCORG428A and HLTWHS401A deletion of group A OHS (WHS) electives <p>addition of elective group: BSBINM301A, BSBITU202A, BSBITU303A, BSBITU306A</p> <p>HLTWHS401A Maintain workplace WHS processes changed from OHS to WHS in the core units</p>	N

Description

This qualification covers workers who provide a range of technical functions under the supervision of a pharmacist in a hospital or community setting. This may include pharmacies that are located outside of health services but supply medicines and products to hospitals and other health services. These workers may also have the role of coordinating the work of pharmacy assistants or aides. This qualification is suited to Australian Apprenticeship pathways.

Occupational titles for these workers may include:

- Hospital pharmacy technician
- Senior pharmacy technician
- Pharmacy technician

Pathways Information

Not Applicable

Licensing/Regulatory Information

Not Applicable

Entry Requirements

Entry requirements

To gain entry into *HLT40507 Certificate IV in Hospital/Health Services Pharmacy Support* a candidate must demonstrate competence through a recognised training program or recognition process, in the following units of competency:

HLTPH305A Maintain pharmaceutical imprest stock

HLTPH307A Pack pharmaceutical products

HLTPH315A Procure, store, maintain and distribute pharmaceutical stock

HLTPH316A Assist with dispensing of prescriptions and medication orders

Employability Skills Summary

Refer to the Topic: Introduction to the Employability Skills Qualification Summaries

Packaging Rules

PACKAGING RULES

14 units of competency are required for award of this qualification, including:

- 9 core units
- 5 elective units

A wide range of elective units is available, including:

- Group A electives which are recommended for culturally aware and respectful practice
- Other relevant electives listed below
- Units of competency to address workplace requirements and packaged at the level of this qualification or higher in Health and/or Community Services Training Packages
- Where appropriate, to address workplace requirements, up to 3 units of competency packaged at the level of this qualification or higher in other relevant Training Packages or accredited courses where the details of those courses are available on the TGA or other public listing

Core units

CHCORG428A Reflect on and improve own professional practice

HLTHIR402D Contribute to organisational effectiveness in the health industry

HLTHIR506C Implement and monitor compliance with legal and ethical requirements

HLTWHS401A Maintain workplace WHS processes

HLTPH408A Conduct small scale compounding and labelling of pharmaceutical products

HLTPH409A Conduct small-scale compounding and labelling of aseptic pharmaceutical products

HLTPH411A Provide assistance in dispensary administration

HLTPH418A Support pharmacists by collecting information for clients and other health professionals

HLTPH419A Support pharmacists in the collection and presentation of workplace data and information

The importance of culturally aware and respectful practice

All workers undertaking work in health need foundation knowledge to inform their work with Aboriginal and/or Torres Strait Islander clients and co-workers and with clients and co-workers from culturally and linguistically diverse backgrounds. This foundation must be provided and assessed as part of a holistic approach to delivery and assessment of this qualification. Specific guidelines for assessment of this aspect of competency are provided in the Assessment Guidelines for the Health Training Package.

Group A electives – recommended for culturally aware and respectful practice

Where work involves a specific focus on Aboriginal and/or Torres Strait Islander and/or culturally diverse clients or communities, one or both of the following electives is recommended:

HLTHIR403C Work effectively with culturally diverse clients and co-workers

HLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander people

Other relevant electives

Electives are to be selected in line with the specified Packaging Rules. Employers may specify that certain electives are required to address identified workplace needs.

The following grouping of electives is intended to facilitate selection. Electives may be selected from one or more groups.

Performance

BSBMGT403A Implement continuous improvement

BSBWOR401A Establish effective workplace relationships

HLTAMBD401C Manage personal stressors in the work environment

HLTHIR501C Maintain an effective health work environment

Leadership

BSBWOR402A Promote team effectiveness

CHCORG627B Provide mentoring support to colleagues

Training and Development

CHCCS427A Facilitate adult learning and development

HLTCOM301C Provide specific information to clients

TAEASS402B Assess competence

TAEDEL402A Plan, organise and facilitate learning in the workplace

Information Technology

BSBINM301A Organise workplace information

BSBITU202A Create and use spreadsheets

BSBITU303A Design and produce text documents

BSBITU306A Design and produce business documents