



Australian Government

FBPPHM3011 Dispense pharmaceutical raw materials

Release: 2

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Modification History

Release	Comments
Release 2	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 5.0.
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 2.0.

Application

This unit of competency describes the skills and knowledge required to weigh, measure and label non-bulk ingredients to meet batch requirements in a pharmaceutical manufacturing facility.

The unit applies to individuals who apply Good Manufacturing Practice (GMP) and operating principles to the dispensing of raw materials. Individuals work under broad direction and take responsibility for their own work.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Pharmaceutical (PHM)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare to dispense raw materials	1.1 Confirm material status, type, quality clearance and quantities 1.2 Identify, rectify and report contamination or non-compliance issues according to workplace procedures 1.3 Confirm availability of measuring and weighing equipment to

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	meet dispensing requirements 1.4 Select and fit personal protective equipment and contamination prevention clothing according to workplace procedures 1.5 Supply containers, bags and labels according to batch and production requirements 1.6 Conduct pre-start checks according to workplace requirements
2. Measure and weigh raw materials	2.1 Weigh and measure non-bulk ingredients and additives according to batch and production requirements 2.2 Monitor accuracy of measuring and dispensing equipment 2.3 Identify and report out of limit equipment operation according to workplace procedures 2.4 Label dispensed ingredients according to batch and production requirements 2.5 Maintain work area according to workplace cleaning standards 2.6 Conduct process according to workplace safety and environmental requirements
3. Shut down the dispensing process	3.1 Confirm the workplace procedures for shutting down the process 3.2 Safely shut down the process 3.3 Clean dispensing equipment according to workplace procedures 3.4 Report unacceptable equipment and utensil condition 3.5 Reconcile dispensed materials 3.6 Complete records according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> • Interpret workplace procedures for dispensing pharmaceutical raw materials • Check and interpret raw material labels, codes and quantity

Skill	Description
Writing	<ul style="list-style-type: none"> Complete workplace documentation using appropriate language and in required format
Numeracy	<ul style="list-style-type: none"> Extract and interpret mathematical information embedded in job specifications and stock control data to meet production requirements

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPPHM3011 Dispense pharmaceutical raw materials Release 2	FBPPHM3011 Dispense pharmaceutical raw materials Release 1	<p>Foundation skills table updated</p> <p>Range of conditions deleted to remove duplication</p> <p>Minor changes to assessment conditions for clarity</p>	Equivalent

Links

Companion Volume Implementation Guides are found in VETNet: -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>