



Australian Government

HLTAMED001 Work under instructions to support the safe use of medications

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to follow instructions from authorised primary health care team members for clients' medication, and to support clients to self-administer. This includes assistance with measuring the dose but does not involve determining the required dose. It also requires the ability to provide information about the safe use, storage and transportation of medication.

Medications can be prescribed, over the counter, or traditional and bush medicines.

This unit is specific to Aboriginal and/or Torres Strait Islander people working as health workers. They work under supervision and as part of a multidisciplinary primary health care team to provide primary health care services to Aboriginal and/or Torres Strait Islander clients.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

No regulatory requirement for certification, occupational or business licensing is linked to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Medications

Unit Sector

Aboriginal and/or Torres Strait Islander Health

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

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|---|--|
| 1. Confirm scope of own role in relation to | 1.1. Confirm own role within primary health care team, and lines of supervision for reporting and clarifying issues that |
|---|--|

- medication. relate to use of medication.
- 1.2. Identify legal boundaries and responsibilities of own job role in supporting use of medication.
 - 1.3. Discuss and confirm emergency procedures for own job role.
 - 1.4. Clarify any concerns or queries about scope of job role with supervisor or relevant member of primary health care team.
2. Obtain instructions for medication.
- 2.1. Gather relevant information about client medication requirements.
 - 2.2. Discuss information with authorised members of primary health care team to confirm medication requirements.
 - 2.3. Clarify and confirm instructions for medication with primary health care team.
3. Communicate with client about medication requirements.
- 3.1. Communicate consistently in culturally appropriate and safe ways with client and/or significant others.
 - 3.2. Clearly and accurately explain the purpose of medication to the client and why it is important to take medication as prescribed.
 - 3.3. Encourage client and significant others to ask questions to clarify understanding of medication's purpose and prescription instructions.
 - 3.4. Confirm client understanding of required medication and obtain informed consent.
 - 3.5. Seek clarification and assistance from primary health care team.
 - 3.6. Document client informed consent in client records according to organisational policies and procedures.
4. Follow instructions to support safe use of medication.
- 4.1. Assist client with medications according to prescribed and general instructions.
 - 4.2. Explain medication dosage to client and assist client to measure required dosage according to medication instructions.
 - 4.3. Assist client to use correct routes and methods to take medications according to medication instructions.
 - 4.4. Confirm client has taken the medication through observation and questioning.
 - 4.5. Observe client for any immediate adverse effect and event and advise primary health care team.
 - 4.6. Document the medication taken in client records according to organisational policies and procedures.
5. Provide information about storage and
- 5.1. Explain to client how to store medication and purpose of correct storage.

transport of medication.

5.2. Confirm client can access or has an appropriate place to store medication, discuss any problems and advise primary health care team.

5.3. Explain to client how to transport medication and importance of cold chain management.

5.4. Confirm client understanding of storage and transportation requirements.

5.5. Document all information given to client about storage and transport of medication.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	- interpret, with assistance, detailed and potentially complex organisational policies and procedures covering legal requirements for assisting with medications - interpret, with assistance, detailed and sometimes unfamiliar client records, and medication instructions involving medication terminology and abbreviations.
Writing skills to:	use fundamental sentence structure to complete forms and reports that require factual information.
Oral communication skills to:	- provide clear and unambiguous instructions to clients using plain language and terms easily understood - ask open and closed probe questions and actively listen to determine client understanding of instructions.
Numeracy skills to:	interpret and measure the dosage of medications according to prescribed and general instructions and record factual numerical information.
Technology skills to:	use digital devices and software to accurately record medications taken by client.

Unit Mapping Information

This unit supersedes and is not equivalent to HLTAHW015 Work under instructions to support the safe use of medication.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>