



**Australian Government**

**Assessment Requirements for HLTPHA021  
Apply knowledge of medications used to  
assist patients in using medications  
effectively**

**Release: 1**

# Assessment Requirements for HLTPHA021 Apply knowledge of medications used to assist patients in using medications effectively

## Modification History

Not applicable.

## Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- handle 4 separate pharmaceutical enquiries, including:
  - researching and sourcing information about medication to correctly answer pharmaceutical queries
  - screening, assessing and providing basic medication discharge information and instructions to patients regarding the use of medications, and
  - referral of enquiries outside scope of practice to an authorised person
- prepare medication to dispense to patients on 2 occasions, including:
  - confirmation of medication to be dispensed with an authorised person
- outline the structure and steps in communicating with patients regarding the use of medication.

## Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- relevant National, State regulatory and legislative requirements
- the rationale for application, legislation, organisational policy relating to prescription preparation
- legal responsibilities of providers of health care in relation to confidentiality, patient rights, duty of care and implications of negligence
- limitations of own work role including identification and referring of issues outside scope of practice to an authorised person
- Work Health and Safety (WHS) policies, guidelines and symbols and their relevance to dispensing medication
- basic medication modes of action on the human body including:
  - receptors
  - agonists
  - antagonists
  - partial agonists
  - competition
  - reversibility

- enzymes
- different routes for the administration of medication including:
  - oral
  - rectal
  - injectable
  - transdermal
  - inhaled
- main sources of pharmaceutical information including:
  - Australian Medicines Handbook (AMH)
  - Australian Pharmaceutical Formulary Handbook (APF)
  - Monthly Index of Medical Specialities (MIMS) or AusDI Advanced
  - Micromedex
  - Pharmacy or health facility in-house computer system
  - Pharmacy Board of Australia Pharmacy Guidelines for dispensing medication
  - Australian Commission on Safety and Quality in Health Care Standards
- fundamental principles of drug action, including:
  - basis of medication management
  - documentation processes for prescriptions
  - own limitations on the dispensing of medication
- principles and practices of ethical and professional codes of conduct
- types of prescriptions and medication orders and their use
- legal and ethical requirements, National, State or Territory, including:
  - duty of care and implications of negligence
  - privacy, confidentiality and disclosure
  - records management
  - rights and responsibilities of workers, employers and patients
- information that should be conveyed to patients, including:
  - generic and brand names of the medication
  - intended purpose and expected action or duration of treatment.

## Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- use of suitable facilities, equipment and resources including access to:
  - relevant legislation, regulations and guidelines
  - medicine information and resources
  - authorised person with whom to consult.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

## **Links**

Companion Volume implementation guides are found in VETNet -

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