



Australian Government

Department of Education, Employment and Workplace Relations

HLT31412 Certificate III in Hospital-Health Services Pharmacy Support

Release: 1

HLT31412 Certificate III in Hospital-Health Services Pharmacy Support

Modification History

HLT07 Version 4	HLT07 Version 5	Comments	Equivalent outcome or not equivalent (E/N)
HLT31407 Certificate III in Hospital/Health Services Pharmacy Support	HLT31412 Certificate III in Hospital/Health Services Pharmacy Support	<p>Updated in V5</p> <ul style="list-style-type: none"> • change to qualification description • changes to packaging rules, removal of one core unit • by deleting HLTPH301C, merging HLTPH3112B and HLTPH313B to HLTPH315A and adding HLTWHS300A • deletion of group A OHS (WHS) electives <p>addition of elective group: BSBINM301A, BSBITU202A, HLTPH408A, HLTPH409A</p> <p>HLTWHS300A Contribute to WHS processes Changed from OHS to WHS in the core units</p>	N

Description

This qualification covers workers who provide a range of varied assistance to pharmacists in hospital and community health settings. This may include pharmacies that are located outside of health services but supply medicines and products to hospitals and other health services. This qualification is suited to Australian Apprenticeships pathways.

Occupational titles for these workers may include:

- Pharmacy assistant
- Pharmacy technician
- Hospital pharmacy technician
- Dispensing technician
- Distribution technician
- Hospital pharmacy assistant

Pathways Information

Not Applicable

Licensing/Regulatory Information

Not Applicable

Entry Requirements

Not Applicable

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

BSBFLM303C Contribute to effective workplace relationships

BSBMED301B Interpret and apply medical terminology appropriately

HLTHIR301C Communicate and work effectively in health

HLTIN301C Comply with infection control policies and procedures

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

HLTWHS300A Contribute to WHS processes

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.

BSBFML312C Contribute to team effectiveness

BSBINM301A Organise workplace information

BSBINN301A Promote innovation in a team environment

BSBITU202A Create and use spreadsheets

BSBWOR301B Organise personal work priorities and development

CHCCS401C Facilitate responsible behaviour

CHCORG303B Participate effectively in the work environment

HLTAP301B Recognise healthy body systems in a health care context

HLTCSD306D Respond effectively to behaviours of concern

HLTPH408A Conduct small scale compounding and labelling of pharmaceutical products

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