Assessment Requirements for SIRCIND002
Support the supply of Pharmacy Medicines and Pharmacist Only Medicines

Release: 1
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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:

- obtain and interpret information about the scheduling of medicines from the following sources:
  - federal, state or territory departments of health
  - Therapeutic Goods Administration (TGA)
  - Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP)
  - industry association websites and professional publications
- seek and document information on the following key pharmacy legal requirements for the supply of scheduled medicines:
  - product placement and advertising of Pharmacy Medicines (S2) and Pharmacist Only Medicines (S3) items in a pharmacy
  - storage requirements for Pharmacist Only Medicines (S3), Prescription Only Medicine (S4) and Controlled Drug (S8) scheduled items in a pharmacy
  - role boundaries and responsibilities of pharmacy and dispensary assistants
  - circumstances which require and trigger referral to a pharmacist
- access and interpret this range of organisational procedures for supplying Pharmacy Medicines (S2) and Pharmacist Only Medicines (S3):
  - questions that must be asked to collect information about customer needs
  - triggers for referral to a pharmacist
  - maintaining privacy and confidentiality of customer information.

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

- sources of information on scheduled medicines, legal and industry requirements:
  - federal, state and territory departments of health
  - Therapeutic Goods Administration (TGA)
  - Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP)
  - industry association websites and professional publications
  - Pharmacy Board of Australia
• basic aspects of the system for scheduling medicines and the role of:
  • Advisory Committee in Chemicals Scheduling
  • Advisory Committee on Medicines Scheduling
  • Therapeutic Goods Administration (TGA) in approving registration of new medicines
• purpose of the Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP) and basic features of these schedule types:
  • general sales medicines (unscheduled)
  • Pharmacy Medicine (S2)
  • Pharmacist Only Medicine (S3)
  • Prescription Only Medicine (S4)
  • Caution (S5)
  • Poison (S6)
  • Dangerous Poison (S7)
  • Controlled Drug (S8)
  • Prohibited Substance (S9)
• reasons for determining scheduling especially quantities and concentration of active ingredients in packaged medicine
• common medicine categories for Pharmacy Medicines (S2) and Pharmacist Only Medicines (S3)
• basic aspects of key federal and relevant state or territory legal requirements for the supply of Pharmacy Medicines (S2) and Pharmacist Only Medicines (S3) and products:
  • product placement and advertising of Pharmacy Medicines (S2) scheduled items in a pharmacy
  • storage requirements for Pharmacist Only Medicines (S3) scheduled items in a pharmacy
  • role boundaries and responsibilities of pharmacy and dispensary assistants
• storage requirements for other scheduled items commonly found in a pharmacy:
  • Prescription Only Medicine (S4)
  • Controlled Drug (S8)
• basic aspects of industry guidelines for supply of Pharmacy Medicines (S2) and Pharmacist Only Medicines (S3) and products
  • Pharmacy Board of Australia guidelines and directives
  • Pharmaceutical Society of Australia’s Professional Practice Standards – provisions relevant to the provision of non-prescription medicines and therapeutic devices
  • Pharmaceutical Society of Australia’s Standards for the Provision of Pharmacy Medicines and Pharmacist Only Medicines in Community Pharmacy
• typical schedule and content of pharmacy procedures for supplying Pharmacy Medicines and Pharmacist Only Medicines and their importance in managing compliance with the law:
  • questions that must be asked to collect information about customer needs
  • collecting and supplying information to an agent acting on behalf of a customer
  • identifying and acting on triggers for referral to a pharmacist
• maintaining privacy and confidentiality of customer information
• privacy and confidentiality principles relevant to pharmacy product transactions with customers
• typical schedule of questions asked to collect information about customer needs and their rationale:
  • who the product is for
  • their condition or symptoms
  • duration of symptoms
  • other existing health conditions
  • other medicines currently using
• circumstances which require and trigger referral to a pharmacist and typical schedule of triggers:
  • customer who is:
    • a child under 2 years
    • an aged person
    • pregnant or breastfeeding
    • taking other medicines
  • customer has:
    • had the complaint for some time
    • other health conditions
    • used the product before but is not satisfied with its efficacy
  • customer appears to be:
    • sick
    • angry
    • confused
    • dissatisfied
    • uncertain
    • under the influence of drugs or alcohol
• pharmacy assistant is unsure and needs confirmation of the medicine selected, even if the product has been requested by name
• request for Pharmacist Only Medicine (S3)
• roles of pharmacy and dispensary assistants in finalising the supply of Pharmacist Only Medicines (S3) and other products after pharmacist provision of therapeutic advice:
  • providing or reiterating directions for product use and confirming understanding
  • recommending companion products or aids
  • providing supporting consumer information
  • processing the financial transaction.
Assessment Conditions

Skills must be demonstrated in a pharmacy with designated front of pharmacy and dispensary areas. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure use of:

- information technology hardware and software
- online information systems
- current guidelines, directives and standards, issued by government regulators or industry groups covering scheduling requirements and related legal compliance issues
- current Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP) and amendments or plain English guidelines
- organisational procedures for supplying Pharmacy Medicines (S2) and Pharmacist Only Medicines (S3) and products.

Assessors must satisfy the Standards for Registered Training Organisation’s requirements for assessors, and:

- have worked in the pharmacy sector for at least two years.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d