



Australian Government

HLTAHW037 Support the safe use of medications

Release: 2

HLTAHW037 Support the safe use of medications

Modification History

Release	Comments
Release 2	Updated: • assessor requirements statement • foundation skills lead in statement • licensing statement • modification history to reflect 2012 standards Equivalent outcome.
Release 1	This unit was released in <i>HLT Health Training Package release 1.0</i> and meets the requirements of the 2012 Standards for Training Packages.

Application

This describes the skills and knowledge required to support Aboriginal and/or Torres Strait Islander clients and communities to safely use medication through the provision of accurate information about medicines. This unit includes investigating individual client needs for information, and researching and delivering knowledge to clients to support the Quality Use of Medicines. It also involves delivering information as part of health promotion activities with communities or identified groups.

The unit applies to those Aboriginal and/or Torres Strait Islander Health Workers providing a range of primary health care services to Aboriginal and/or Torres Strait Islander clients and communities.

This unit does not include skills and knowledge to administer or supervise self-administration of medication, which is covered in HLTAHW020 Administer medications.

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

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

- | | |
|--------------------------------|--|
| 1. Determine client medication | 1.1 Consult client and/or significant others for |
|--------------------------------|--|

ELEMENT**PERFORMANCE CRITERIA**

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requirements

medication history and allergies

1.2 Review relevant documentation

1.3 Identify options and contraindications of commonly used medications and discuss with prescriber and other relevant staff

1.4 Maintain appropriate records of client medication in line with organisation requirements

2. Interpret and clarify orders and instructions for medication

2.1 Receive and correctly interpret written and verbal orders and instructions for medications

2.2 Identify potential drug interactions and refer to the authorised prescriber

2.3 Consult authorised practitioners and other senior health staff if required to clarify medication instructions

2.4 Check written and verbal medication instructions against published medicines' information resources

2.5 Recognise special precautions and contraindications of use of particular medicines and refer to an appropriate person

3. Support clients in their use of traditional and western medicines

3.1 Identify traditional/bush medicines commonly used in the local community

3.2 Support and promote the role of traditional healers and traditional/bush medicines as an adjunct to western medical treatment

3.3 Identify generic and brand names of medicines used commonly in Aboriginal and/or Torres Strait Islander primary health practice, using reference sources as required

3.4 Provide information to clients on mechanisms of action, dosing and common side-effects

3.5 Provide Consumer Medicines Information (CMI) and explain to clients as required

3.6 Support clients to question proposed medical treatments to clarify the purpose, action and any issues

ELEMENT**PERFORMANCE CRITERIA**

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

relating to medication

3.7 Obtain feedback from client to determine their understanding of information provided

3.8 Support clients, where appropriate, to obtain prescription medicines under the Pharmaceutical Benefits Scheme (PBS) and other federal initiatives

4. Deliver information to support clients in the use of medications

4.1 Deliver clear and accurate information to support the client's Quality Use of Medicines in a confidential and culturally appropriate and safe manner

4.2 Check the client's understanding of information provided and support the client to make decisions and further inquiries about medication use

4.3 Support clients to obtain access to benefit schemes and other supports as appropriate

4.4 Evaluate the impact of information on the individual client's health through follow-up contact

4.5 Document all information provided about medications according to organisation procedures

5. Provide advice about storage and transport of medication

5.1 Explain to client the importance of correct and secure storage of medication in the home or other locations, including keeping medication away from children

5.2 Advise clients of the correct way to handle medication, including cold chain transport for medication requiring refrigeration

5.3 Explain to clients the importance of only using in date and undamaged medication

5.4 Provide advice to clients to correctly transport, store and dispose of their medications

6. Provide information and support to community

6.1 Communicate in a culturally appropriate and safe manner with community members to identify community

ELEMENT

Elements define the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

or specific group requirements for medication information

6.2 Investigate generic medication information to be provided to support community or specific group needs

6.3 Identify and make use of culturally appropriate and safe ways to effectively provide information to community and specific groups about medication

6.4 Support individual members of community or specific groups to gain individual advice about specific medication issues

6.5 Evaluate the impact of information on the community or a specific group's awareness and use of medication through follow-up contact with community members

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Numeracy

- in order to interpret and explain dosage requirements to client

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for HLTAHW037 Support the safe use of medications

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role.

There must be evidence that the candidate has:

- provided clear and accurate information to support the safe use of medicines to least five individual clients. This includes:
 - communicating effectively and in a culturally safe and appropriate manner to identify client information needs about medication, and providing information to meet those needs
 - undertaking research and using various medication references and resources, such as MIMS, standing orders, guidelines and CMI in line with the Quality Use of Medicines framework and organisational requirements
 - using published medication references and resources to:
 - check written orders for medicines
 - identify medicines by their generic and/or brand names
 - note potential drug interactions
 - identify special precautions and contraindications
 - check terms and abbreviations commonly used in prescribing and administering medications
 - confirming information to be provided to the client with relevant health professionals

- working within the scope and parameters of the work role as a member of a multidisciplinary team providing primary health care to Aboriginal and/or Torres Strait Islander clients and community
- maintaining records and documentation in line with organisational requirements
- provided clear and accurate information to support the local Aboriginal and/or Torres Strait community, or a section of the community, in the use of medicines by on at least one occasion by:
 - using culturally appropriate and safe communication to determine needs for medication information by a community or specific group
 - researching and determining the information to be provided
 - delivering information in a culturally appropriate and safe manner to a group of community members.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role.

This includes knowledge of:

- application of universal precautions in the administration of medicines
- basic medications commonly used in daily role, and effects on the body
- federal and state legislation relating to the control, labelling, storage and dispensing of drugs and medication
- workplace health and safety issues
- organisational policies and procedures relating to drugs and medications
- schemes and programs to support access to medications, including the PBS and Close The Gap Initiative
- relevant services provided by Commonwealth, state and territory to support medication use
- signs of anaphylaxis and appropriate management /referral
- Quality Use of Medicines and the CMI
- National medication access and review initiatives for Aboriginal/Torres Strait Islander people
- special considerations in use of medicines, including:
 - pregnancy and lactation
 - renal failure
 - anti-coagulant therapy
 - potential drug interactions
 - differences of medication impact on children and adults
- types of locally available/used traditional bush medicines and their benefits.

Assessment Conditions

Skills must be demonstrated working:

- in a health service or centre
- as part of a multidisciplinary primary health care team
- with Aboriginal and/or Torres Strait Islander clients and communities.

In addition, simulations and scenarios must be used where the full range of contexts and situations cannot be provided in the workplace or may occur only rarely. These are situations relating to emergency or unplanned procedures where assessment in these circumstances would be unsafe or is impractical.

Simulated assessment environments must simulate the real-life working environment where these skills and knowledge would be performed, with all the relevant equipment and resources of that working environment.

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Assessment must be undertaken by a workplace assessor who has expertise in this unit of competency and who is:

an Aboriginal and/or Torres Strait Islander Health Worker or:

- accompanied by an Aboriginal and/or Torres Strait Islander person who is a recognised member of the community with experience in primary health care.

Links

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