



Australian Government

Assessment Requirements for HLTHPS007 Administer and monitor medications

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>HLT Health Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages. Significant changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence.

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:

- safely administered medication to at least 10 different people, including:
 - applied the rights of medication
 - consulted and confirmed actions with an authorised practitioner at all relevant times
 - determined medication requirements
 - understood and responded appropriately to orders and instructions for medication
- calculated medications with 100% accuracy and used the rights of medication and standard precautions to administer medication, using each of the following routes or methods:
 - oral
 - sublingual/buccal
 - dry powder inhalers
 - metered dose/spacer inhalers
 - nebulisers
 - topical medications
 - suppositories
 - sub-cutaneous injection using pre-loaded syringes or pens
- documented the administration of medication according to legislative requirements and organisation procedures and policies

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 work role. This includes knowledge of:

- legislation, regulations, codes of practice, professional standards and workplace policies, including:
 - commonwealth and state/territory legislation concerning administration of medication, including the Drugs and Poisons Act
 - Disability Services Acts (commonwealth and state/territory)
 - Aged Care Act
 - duty of care
 - work health and safety
 - standard and additional precautions
- principles, practices and regulatory framework underpinning delegation and supervision, accountability and responsibility
- roles and responsibilities of those involved in assisting with medications and limitations of own role
- scheduled medications and interpretation of scheduling:
 - schedule 2
 - schedule 3
 - schedule 4
 - schedule 8
- forms of medication, and how they are handled, administered and stored, including:
 - capsules
 - drops
 - inhalants
 - liquid
 - lotion and cream
 - ointments
 - patches
 - powder
 - tablets
 - wafers
 - pessary
 - suppository
- basic pharmacology of medications, including:
 - pharmacodynamics (biochemical and physiological effects of commonly used pharmacology on the body)
 - pharmacokinetics (the action of commonly used pharmacology in the body over a period of time, including the processes of absorption) pharmacotherapeutics (therapeutic uses and effects of pharmacology used for common medical conditions)

- toxicology (adverse effects of chemicals on the organs of the body)
- key aspects of medication groups and categories and their general effect on body systems and major disorders, including:
 - central nervous system
 - musculo-skeletal system
 - peripheral nervous system
 - endocrine system
 - cardiovascular system
 - respiratory system
 - gastrointestinal system
 - renal/urinary system
 - reproductive systems
 - immune system
 - integumentary system
 - eye, ear and special senses
 - micro-organisms
 - neoplastic disease
- major factors that affect the action of drugs, including:
 - age
 - disease
 - processes
 - nutrition
 - hydration
- cross infection and prevention strategies including:
 - correct hand washing techniques
 - glove usage
 - awareness of how infection is spread
- procedures and legal requirements for different medication administration routes and consequences of incorrect use:
 - aural
 - insulin by sub-cutaneous injection using pre-loaded syringes or pens
 - intranasal
 - ocular
 - oral
 - rectal
 - topical (including transdermal)
 - vaginal
- substance incompatibilities and contra-indications, including those related to:
 - warfarin and aspirin
 - medication and diet

- medication and sunlight
- infection
- alcohol
- basic understanding of:
 - anaphylactic reactions
 - side effects
 - precautions
- characteristics of at least twenty commonly used medications in the area of work, including prescribed and over the counter medications:
 - purpose
 - expected effects and potential reactions, including anaphylactic reactions
 - contraindications for use
 - consequences of incorrect use
 - storage requirements
 - disposal requirements
- documentation requirements for medication administration:
 - purpose
 - potential impacts of errors and reasons for error
 - medication charts, their role and procedures for use

Assessment Conditions

Skills must have been demonstrated in the workplace with the addition of simulations and scenarios where the full range of contexts and situations has not been provided in the workplace. The following aspects of the performance evidence must have been demonstrated using simulation prior to demonstration in the workplace or with members of the general public and where state/territory legislation prevents this practice in the workplace:

- calculated medications with 100% accuracy and used the rights of medication and standard precautions to administer medication

The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - placebo medication, administration equipment, charts and documentation
 - individualised plans
 - workplace policies and procedures

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

In addition, assessors must be a registered nurse or registered enrolled nurse or registered Aboriginal and Torres Strait Islander health practitioner.

Links

Companion Volume implementation guides are found in VETNet -

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