



Australian Government

HLTPHA021 Apply knowledge of medications used to assist patients in using medications effectively

Release: 1

HLTPHA021 Apply knowledge of medications used to assist patients in using medications effectively

Modification History

Not applicable.

Application

This unit of competency describes the performance outcomes, skills and knowledge required to apply basic information and concepts about how medications work to address basic pharmaceutical queries and dispense medication to patients.

This unit applies to hospital or health services pharmacy assistants and technicians working under the supervision of an authorised person.

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

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Pharmacy

Unit Sector

Health

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Identify the basic principles about how medication works on the human body.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Identify basic medication modes of action on the human body.
- 1.2. Determine the uses and limitations of medication to be dispensed to patients.
- 1.3. Identify common adverse reactions of medication dispensed to patients.

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| | 1.4. Identify the factors that lead to the successful use of medication by patients. |
| | 1.5. Identify common drug to drug adverse interactions. |
| 2. Determine answers to basic pharmaceutical queries. | 2.1. Identify the correct information available to assist patients with queries relating to the use of medication. |
| | 2.2. Consult authorised personnel to verify that proposed answers to basic pharmaceutical queries is correct. |
| 3. Identify information about basic medication. | 3.1. Identify the appropriate medication information to be provided to the patients in accordance with guidelines and local organisational procedures. |
| | 3.2. Confirm medication information with an authorised person and prepare as directed. |
| 4. Provide appropriate information to patients on the correct use of medication. | 4.1. Use communication techniques, in accordance with ethical codes of conduct to explain the uses and limitations of the medication to patients. |
| | 4.2. Explain the route for administering the medication. |
| | 4.3. Explain the storage requirements of the medication and how to dispose of used or remaining unused portion of the medication. |
| | 4.4. Determine patient's understanding of the uses and actions of medication. |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

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 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

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