



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **HLT40507 Certificate IV in Hospital/Health Services Pharmacy Support**

**Release: 1**

## HLT40507 Certificate IV in Hospital/Health Services Pharmacy Support

### Modification History

Not Applicable

### Description

This qualification covers workers who provide a range of technical functions under the supervision of a pharmacist in a hospital or community setting. These workers may also have the role of coordinating the work of pharmacy assistants or aides. This qualification is ***not*** applicable to retail pharmacy workers. This qualification is suited to Australian Apprenticeship pathways.

Occupational titles for these workers may include:

- Hospital pharmacy technician
- Senior pharmacy technician
- Pharmacy technician

### Pathways Information

Not Applicable

### Licensing/Regulatory Information

Not Applicable

## Entry Requirements

### Entry requirements

To gain entry into this qualification, candidates must demonstrate competence through a recognised training program or recognition process, in the following units of competency:

HLTHIR301B Communicate and work effectively in health

HLTPH301C Undertake pharmacy technician duties

HLTPH304C Maintain pharmaceutical ward or imprest stock

HLTPH306C Package pharmaceutical products

HLTPH312B Procure, store and maintain pharmaceutical products

HLTPH313B Distribute pharmaceutical products in a health setting

HLTPH314B Assist with basic dispensing of prescriptions

## Employability Skills Summary

Refer to the Topic: Introduction to the Employability Skills Qualification Summaries

## Packaging Rules

### PACKAGING RULES

15 units of competency are required for award of this qualification, including:

- 10 core units
- 5 elective units

A wide range of elective units is available, including:

- Group A OHS electives of which one must be selected for this qualification
- Group B 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 NTIS or other public listing

### Core units

BSBMED301B Interpret and apply medical terminology appropriately

HLTHIR402C Contribute to organisational effectiveness in the health industry

HLTHIR506C Implement and monitor compliance with legal and ethical requirements

HLTIN301C Comply with infection control policies and procedures

HLTPH407C Conduct small-scale compounding of pharmaceutical products

HLTPH410C Prepare batch and work sheets and labels for compounding

HLTPH414B Assist in dispensary administration (Note pre-requ: HLTPH314B)

HLTPH415B Conduct small-scale compounding of aseptic pharmaceutical products

HLTPH416B Support pharmacists by collecting and providing specific information to/for clients

HLTPH417B Support pharmacists by collecting and presenting workplace data and information

**Group A OHS electives - one unit must be selected for this qualification**

One of the following units must be selected for award of this qualification.

HLTOHS300B Contribute to OHS processes

HLTOHS401A Maintain workplace OHS 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 B 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.

The following grouping of electives is intended to facilitate selection. Electives may be selected from one or more groups.

**Performance**

BSBMGT403A Implement continuous improvement

BSBWOR401A Establish effective workplace relationships

CHCORG428A Reflect on and improve own professional practice

HLTAMBPD401C Manage personal stressors in the work environment

HLTHIR501B Maintain an effective health work environment

**Leadership**

BSBWOR402A Promote team effectiveness

CHCORG627B Provide mentoring support to colleagues

**Training and Development**

CHCCS427A Facilitate adult learning and development

HLTCOM301C Provide specific information to clients

TAEASS402A Assess competence

TAEDEL402A Plan, organise and facilitate learning in the workplace