

Assist clients with medication course

This course covers the skills and knowledge required to prepare for and provide medication assistance to a variety of clients and to support a client to self-administer their medication using the relevant mode of administration. It also involves reading, understanding and accurately completing medication documentation such as care plans and medical charts after administration of medication.

Participants will learn about the importance of checking and confirming the care plan and details, client identity, correct medication including expiry dates, dosage instructions, correct dosage. And conducting pre and post administration client checks, cleaning equipment, disposal and storage of medications according to organisation procedures.

The skills in this course apply to community services and health workers with authority in their state or territory to assist with the administration of medication and must be used in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

Provider of Training and Assessment

This course is delivered and assessed on behalf of Allens Training Pty Ltd RTO 90909 by

<Third party insert details here >



Important information prior to enrolment

Unit Being Delivered

The following unit(s) will be awarded to successful participants in this course. The certificate will be issued by Allens Training Pty Ltd RTO 90909.

- **HLTHPS006 Assist clients with medication**

To view full unit details please visit www.training.gov.au

Course Delivery

This course will be delivered in the workplace or at an <Third party insert details here > facility.

Course Duration (face to face)

- **Face to Face** – 14 hours (minimum) – full face to face course

Work Placement Arrangements

No work placement will be required as part of this course.

Learners Rights, Responsibilities and Support, including Complaints

Please note that enrolment to this course is made with Allens Training Pty Ltd RTO 90909. Please refer to the student handbook located on the RTO website allenstraining.com.au for all details relating to rights and responsibilities including complaints and appeals.

Course Fees and Payments

- Please refer to our booking calendar for individual course fees.
- **Refund and fee protection policy** – Please refer to the student handbook.
- **Payment Terms** – Payment for individual participants is upfront, group booking payment terms are based on agreement between the client and service provider.

Assessment Requirements

Individuals undertaking this course will be expected to complete both written and practical assessment tasks. These are detailed in the sections following.

Entry Requirements

Participants physically able to work effectively with clients, use administration equipment and resources to provide assistance to administer placebo medication to clients. And to clean and store equipment after use.

What happens at the course?

Assessment Activities

Assessments conducted during face-to-face training session(s) include:

- **Practical scenarios** - The assessor must observe the following practical scenario:
 - Scenario 1 – Provide assistance with medication – Asthma
 - Scenario 2 – Provide assistance with medication – Anaphylaxis
 - Scenario 3 – Provide assistance with medication – PRN Liquid Paracetamol
 - Scenario 4 – Provide assistance with medication – Eye Drops
 - Scenario 5 – Provide assistance with medication – Tablets
- **Documentation** - The student must complete the following to the appropriate standard:
 - Incident Report Forms
 - Medication Administration Forms
- **Theory assessment** - A written assessment consisting of short answer and multiple-choice questions. Model responses are provided later in this document. The student must complete all assessment questions.