UNIT CODE	**HLTAMED002**
UNIT TITLE	**Support the safe use of medications**
APPLICATION	This unit describes the performance outcomes, 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 medications.
	This unit does not cover skills to assist clients with self-administration of medication, or to administer medications. Those skills are covered by complementary units.
	This unit is specific to Aboriginal and/or Torres Strait Islander people working as health workers or health practitioners. They work as part of a multidisciplinary primary health care team to provide primary health care services to Aboriginal and/or Torres Strait Islander clients and communities.
	No regulatory requirement for certification, occupational or business licensing is linked to this unit at the time of publication.
PREREQUISITE UNIT	Nil
COMPETENCY FIELD	Medications
UNIT SECTOR	Aboriginal and/or Torres Strait Islander Health
ELEMENTS	**PERFORMANCE CRITERIA**
Elements describe the essential outcomes	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Obtain client information and determine client information needs.	1.1 Review client records and identify current and past social, medical and medication history. 1.2 Recognise client allergies and adverse drug reactions, and contraindications for client use of medications, and clarify with practitioners or other senior health staff. 1.3 Consult with client and/or significant others about medication history and any allergies and adverse reactions. 1.4 Update client records to include additional medication information provided by client. 1.5 Engage client and/or significant others in discussion to evaluate understanding of medication and client's needs.

2. Deliver information to support clients in their use of medications.	2.1 Deliver clear and accurate information in culturally appropriate and safe ways to support client's quality use of medications. 2.2 Provide information to client on therapeutic effects and common side-effects of their medications. 2.3 Explain to client, the dosage, frequency and correct route or method for taking medication and support client to question and clarify all information provided. 2.4 Provide consumer medicines information in a format that assists understanding. 2.5 Support and promote role of traditional healers, traditional and bush medicines as an adjunct to western medications. 2.6 Encourage client and significant others to ask questions and seek advice about medications from relevant health professionals and resources. 2.7 Confirm client understanding of information provided, and support client to make decisions and further enquiries about medications. 2.8 Document information provided about medications according to organisational procedures.
3. Provide advice about storage, transport and disposal of medication.	3.1 Explain to client how to correctly store and secure medication and importance of doing this. 3.2 Advise client on importance of only using in-date and undamaged medication. 3.3 Explain to client how to transport medication and importance of cold chain management. 3.4 Provide advice on correct ways to handle and dispose of medications. 3.5 Confirm client understanding and document information provided according to organisational procedures.
4. Assist clients with medication benefit schemes.	4.1 Support clients to obtain prescription medicines under the Pharmaceutical Benefits Scheme (PBS). 4.2 Assist clients to access other benefit schemes and supports as appropriate. 4.3 Provide information to clients and significant others about the role of government databases in medication and health care management.
5. Provide information and support to family or community groups.	5.1 Identify requirements for medication information and source relevant information. 5.2 Provide clear and accurate medication information to family or community groups, according to their needs. 5.3 Inform groups about relevant information sources that can assist better understanding of the use of medications.

FOUNDATION SKILLS	
Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.	

SKILLS	**DESCRIPTION**
Reading skills to:	▪ interpret detailed and sometimes unfamiliar client records, and medication information involving medication terminology and abbreviations.

Writing skills to:	■ use fundamental sentence structure, medication terminology and abbreviations to complete forms and reports that require factual information.
Oral communication skills to:	■ provide unambiguous information to clients and family or community groups using plain language and terms easily understood ■ ask open and closed probe questions and actively listen to determine understanding of information.
Numeracy skills to:	■ interpret and explain dosage requirements to clients.
Initiative and enterprise skills to:	■ source specific information that meets the needs of specific clients and family or community groups.
Technology skills to:	■ use digital devices and software to access client medical records.
UNIT MAPPING INFORMATION	No equivalent unit. For details, refer to the full mapping table in the Draft 2 Validation Guide.
LINKS	Companion Volume Implementation Guide

TITLE	Assessment Requirements for HLTAMED002 Support the safe use of medications

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:
	■ provide clear and accurate information to five individual Aboriginal and/or Torres Strait Islander clients to support the safe use of their medications
	■ across the five clients, provide information on a total of seven different medications to include:
	○ five prescribed medications
	○ two over the counter medications
	■ for each of the five clients:
	○ provide information on:
	● Pharmaceutical Benefits Scheme (PBS) benefits and how to access
	● how to access schemes and programs currently available to Aboriginal and/or Torres Strait Islander people that support access to medications
	● the role of government database systems in medication and health care management
	○ document, in client records, accurate details of each client contact including information provided
	■ for one Aboriginal and/or Torres Strait Islander family or community group, and on one occasion:
	○ source and provide clear, accurate and relevant medication information to the group to assist better understanding of the use of medications for a particular health condition
	○ inform the group about sources of further information that can assist understanding.
KNOWLEDGE EVIDENCE	Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:
	■ organisational procedures for client record keeping and documenting information provided
	■ sources of information about medications:
	○ Standard Treatment Manuals (STM)
	○ medicines books produced for Aboriginal and/or Torres Strait Islander health practitioners
	○ current authoritative medications publications used by health practitioners
	● how to access
	● purpose, format and inclusions
	● how to use to identify details about medications including what they are used for, how they work, contraindications, common side effects and adverse drug reactions, drug interactions, doses and routes of administration
	■ sources of consumer medicines information and typical formats and inclusions
	■ common terms and abbreviations used for medications and dosages and how to explain these to clients
	■ for a broad range of commonly used prescribed and over the counter medications:
	○ indications
	○ contraindications
	○ potential drug interactions
	○ purpose/therapeutic effects
	○ consequences of incorrect use

- consequences of taking via incorrect route
- common side effects
- potential adverse effects/events including common allergic reactions
- storage requirements, including secure storage for particular types of scheduled medicines
- transportation requirements including the importance of cold chain management
- handling requirements and disposal methods

- methods that clients can use to correctly secure medications, including requirements for keeping medication away from children
- differences between generic and trade names for medication
- types of locally available traditional bush medications and their uses, benefits, side effects and interaction with other medications
- complementary roles of traditional or bush healers
- overview of benefits provided by the Pharmaceutical Benefits Scheme (PBS) and how these can be accessed
- local state or territory, and Commonwealth government schemes and programs currently available to Aboriginal and/or Torres Strait Islander people that support access to medications
- the role of government database systems in medication and health care management, and:
  - types of information recorded about medications
  - types of medical and health care information recorded
  - who can record information and how client agreement is obtained
  - who has access to information and how permissions and confidentiality is managed
  - how clients and their nominated representative can access information about medication records

- overview knowledge of the National Strategy for the Quality Use of Medicines (QUM) to include:
  - main goal and objectives
  - how consumers have a role in managing their own quality use of medicines
  - the role of health practitioners, health workers and health educators.

ASSESSMENT CONDITIONS	Skills must be demonstrated in a health service workplace within a multidisciplinary primary health care team, and under the supervision of an authorised member of the primary health care team.
	Evidence of performance must be gathered:
	- during on-the-job assessments in the workplace under live conditions while interacting with Aboriginal and/or Torres Strait Islander people, or - during off-the-job assessments in the workplace, not under live conditions, using simulated activities while interacting with Aboriginal and/or Torres Strait Islander people.
	Evidence of workplace performance can be gathered and reported through third party report processes. (Refer to the Companion Volume Implementation Guide for information on third party reporting.)
	Evidence can be supplemented by assessments in a simulated workplace environment using simulated activities, scenarios or case studies only when:
	- the full range of situations covered by the unit cannot be provided in the individual's workplace, and or - situations covered by the unit occur only rarely in the individual's workplace.
	Assessment must ensure the use of:
	- client medication records - template forms or reports for documenting information provided - Standard Treatment Manuals and medicines books - current authoritative medications publications used by health practitioners - consumer medicines information - organisational procedures for client record keeping and documenting information provided.
	Assessors must satisfy the Standards for Registered Training Organisations requirements for assessors, and:
	- be an Aboriginal and/or Torres Strait Islander person who has applied the skills and knowledge covered in this unit of competency through experience working as an Aboriginal and/or Torres Strait Islander health worker or practitioner, **or** - be a registered health practitioner with experience relevant to this unit of competency and be accompanied by, or have assessments validated by, an Aboriginal and/or Torres Strait Islander person.
LINKS	Companion Volume Implementation Guide