

Pre-packaged medication

Trainee assessment portfolio

23685 V1 Level 2 Credit 2

Demonstrate knowledge of pre packaged medication used in a health or disability setting.

Name

NZQA number

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Important information for trainees

People assessed as competent in this unit standard are able to:

- 1 Demonstrate knowledge of pre-packaged medication used in a health or disability setting.

Special notes

- 1 Definitions
 - a Consumer in the context of this unit standard means someone accessing services in a health or disability setting in a residential care facility or in a private home—their own or a friend's, group's, or family member's.
 - b Pre-packaged in the context of this unit standard means blister packs and/or other pre-packaged medicines prepared for individual consumers by a registered pharmacist, and containing detailed instructions for consumers, and their support workers.
 - c Organisation's policies and procedures are the policies and procedures of the employing organisation of the candidate and include ethical codes, standards, and requirements of the organisation involved.
- 2 The following apply to the performance of all elements of this unit standard:
 - a All support must comply with any policies, procedures, ethical codes and standards, and requirements of the service providers involved.
 - b All support must comply with any relevant cultural, legislative and regulatory requirements including rights and responsibilities as outlined in:
 - i The Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations 1996 (the Code of Rights),
 - ii The Health and Safety in Employment Act 1992,
 - iii The Privacy Act 1993, the Health and Disability Services (Safety) Act 2001,
 - iv The Human Rights Act 1993, and any subsequent amendments.
 - c NZ Standards relevant to this unit standard may include but are not limited to:
 - i NZS 8134:2001 Health and Disability Sector Standards,
 - ii NZS 8142:2000 Infection control,
 - iii NZS 8141:2001 Restraint minimization and safe practice,
 - iv NZS 8143:2001 National Mental Health Sector Standard, and
 - v NZS 8158:2003 Home and Community Support Sector Standard.

- a All support must be in accordance with the consumer's service delivery plan.
- b All interactions with a consumer recognise the consumer's fundamental right to exercise their choice regarding their support, and recognise the importance of this to the consumer.

- 1 Support workers who assist consumers to take prescribed medication that is not 'pre-packaged' should be assessed against Unit 20827, Support a consumer to take prescribed medication in a health or disability setting under the supervision of a Registered Nurse.

References

- CareerForce Workbook—23685v1 Pre-packaged medication.
- Organisation's policies and procedures.

Instructions

- From approximately mid 2008 you will have the option of completing the assessment tasks online at www.careerforce.org.nz/assessment.
- Attach all written material to this trainee assessment portfolio.
- Read through the checklists for the workplace verification tasks; if you can confidently tick all the boxes then you are ready to be assessed.
- Your performance of the activities needs to be done in a professional manner which shows the assessor/verifier that you have a full understanding of all that is involved. The assessor/verifier may require you to perform the tasks on more than one occasion to ensure that you have demonstrated sufficiency of performance.
- Please give this trainee assessment portfolio to your assessor so feedback and comments can be provided.
- On completion the results will be processed and sent to Careerforce for registering on the National Qualifications Framework.

This trainee assessment portfolio contains

- Important information.
- Assessment tasks.
- Workplace verification.
- Feedback form.
- Assessment record sheet.

Activity	Description	Unit Standard
Workplace verification Task one (Grey)	Describing pre-packaged medication in terms of type, checking pre-packaged medication requirement, and explaining the instructions on pre-packaged medicated labels.	Element 1

Workplace verification

Task one—Demonstrating or describing pre-packaged medication in terms of type, checking pre-packaged medication requirement, and explaining the instructions on pre-packaged medicated labels.

Notes

- 1 This workplace verification needs to be completed in accordance with the organisation’s policies and procedures.
- 2 The trainee must demonstrate awareness of the holistic components involved in supporting a consumer in their unique environment.
- 3 For some questions, there is opportunity for the trainee to complete this task either as an observation (demonstration) or provide a conversational response (description) for the items below.
- 4 For moderation purposes please ensure that:
 - a Where a conversational response is given a brief record of what was said needs to be recorded.
 - b It is important that evidence of observations is included when this task is completed and kept for moderation (eg diagrams, photographs, facility plan, etc).

	Assessor/verifier checklist	Tick when competent	
1	Demonstrate or describe the three different types of pre-packaged medication. (1.1)	Demonstrate or describe	
	Notes		
	Blister packs	Demonstration <input type="checkbox"/>	Description <input type="checkbox"/>
	Tamperproof cassettes	Demonstration <input type="checkbox"/>	Description <input type="checkbox"/>
	Robotic packages	Demonstration <input type="checkbox"/>	Description <input type="checkbox"/>

	Assessor/verifier checklist	Tick when competent	
2	<p>Demonstrate or describe two advantages and two disadvantages for the consumer associated with pre-packaged medication. (1.2)</p> <p>Issues that can be considered under the advantages and disadvantages are:</p> <ul style="list-style-type: none"> • Control and/or safety. • Adherence to timeframes. • The treatment regime and its links with The Code of Rights. • Independence (enabling self-medication). • Side-effects (being able to monitor outcomes). • Incompatibilities (monitoring issues which may arise). • Limitations. <p>Note to candidate and assessor: it is not always possible or appropriate to meet all of the items included in the range for this performance criterion. The responses for this item will be considered by the assessor, using professional judgement associated with the situation where the support worker is employed.</p>	Demonstrate or describe	
		Advantage 1 Demonstration <input data-bbox="885 414 927 450" type="checkbox"/>	Advantage 1 Description <input data-bbox="1082 414 1123 450" type="checkbox"/>
		Advantage 2 Demonstration <input data-bbox="885 698 927 734" type="checkbox"/>	Advantage 2 Description <input data-bbox="1082 698 1123 734" type="checkbox"/>
		Disadvantage 1 Demonstration <input data-bbox="885 983 927 1019" type="checkbox"/>	Disadvantage 1 Description <input data-bbox="1082 983 1123 1019" type="checkbox"/>
		Disadvantage 2 Demonstration <input data-bbox="885 1267 927 1303" type="checkbox"/>	Disadvantage 2 Description <input data-bbox="1082 1267 1123 1303" type="checkbox"/>

	Assessor/verifier checklist	Tick when competent	
3	Demonstrate or describe the process for checking pre-packaged medication as required by your organisation's policies and procedures. (1.3) The demonstration or description needs to include all of the following: right person, right medicine, right time, right dose, right route. This is often referred to as the 5R's.	Demonstrate or describe	
		Demonstration <input type="checkbox"/>	Description <input type="checkbox"/>
4	Identify and then demonstrate or describe how you deal with the written instructions on pre-packaged medication. (1.4) The demonstration or description should include all of the following: the recipient, the medication involved, the dosage of that medication, the date (current), the time, and any cautionary labels (where applicable).	Identification <input type="checkbox"/>	
		Demonstrate or describe	
		Demonstration <input type="checkbox"/>	Description <input type="checkbox"/>

Trainee performance (completed by your assessor)			
Task one	Date	<input type="checkbox"/> No credit	<input type="checkbox"/> Credit
Reassessment	Date	<input type="checkbox"/> No credit	<input type="checkbox"/> Credit
Comments			

Trainee demonstrated competent and consistent performance and the demonstrations were based upon ongoing observation of the trainee during the performance of normal duties.

Assessor's name	Assessor number
Signature	Date

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23685 v1—Pre-packaged medication

Level 2 Credit 2

Assessment record sheet

Trainee information			
Name			
Employer			
NZQA/NSI number (ROL)		Date of birth	

Trainee statement of authenticity			
I hereby state that the evidence submitted for assessment is my own work.			
Signature		Date	

Trainee performance summary (completed by assessor)			
Workplace verification			
Task one	<input type="checkbox"/> No credit	<input type="checkbox"/> Credit	
Reassessment	<input type="checkbox"/> No credit	<input type="checkbox"/> Credit	

Comments/feedback to trainee			

Assessment result (completed by assessor)			
I have assessed the trainee and confirm			
<input type="checkbox"/> The requirements have been met to achieve competency in U/S 23685 V1.			
<input type="checkbox"/> Further evidence is required to achieve competency.			
Name	Assessor number		
Signed	Date		

On completion of the unit standard one copy of this assessment record sheet must be given to the trainee for their records and another copy sent to Careerforce so the credit can be registered on the NQF.

Quality Assurance Manager
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