

Higher Level Skills Program

Assist Clients with Medication Skill Set CHCSS00070

COURSE OVERVIEW

Level up your career in care and support clients with their medication requirements.

This skill set is for people working within the aged care industry, wishing to provide safe support to a person to self administer medication.

In this introductory course you will learn basic information about the human body, how to recognise and promote ways to maintain healthy bodily functions and use and interpret information that includes references to client anatomy and physiology. You will also discover how to prepare for and provide medication assistance, complete medication documentation, and support clients to self-administer medication.

Successful completion of this skill set will prepare you for work involving the provision of medication assistance in a range of community services and health care contexts.

WHY A SKILL SET?

A skill set is one or more competencies grouped together to give you the skills and knowledge to perform practical tasks.

COURSE DETAILS

Courses are run monthly - for course start dates, call 1300 131 965.

Students will be able to access their online learning materials once they finalise their enrolment process and all outstanding fees are paid. Students are expected to attend intensive sessions and be assessed in the workplace to successfully complete this skill set.

Locations

- Caloundra - 25 Bulcock Street
- Noosa - 1/37 Sunshine Beach Road, Noosa Heads
- Gympie - 7/82 Monkland Street
- Townsville - 210 Ross River Road, Aitkenvale
- Bundaberg - Shop 3/2 Bourbong Street

Delivery mode

Online learning and assessment with a two (2) day intensive on campus (not including work placement).

Units of Competency

Core Units

- HLTAAP001 Recognise Healthy Body Systems
- HLTHPS006 Assist Clients with Medication

Award Issued

Statement of Attainment certificate

For further information

Phone **1300 131 965** or email
training@stepsgroup.com.au

www.stepsgroup.com.au



Higher Level Skills Program

COURSE ENTRY

To be eligible for the Higher-Level Skills program, individuals must:

- be employed in the Aged, Disability or Community care industries in a care support role
- have sound literacy, numeracy, and computer skills
- be aged 15 years or over
- be no longer at school
- permanently reside in Queensland
- be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen; and
- not hold, and not be enrolled in, a certificate IV or higher-level qualification, not including qualifications completed at school and foundation skills training.

EQUIPMENT REQUIREMENTS

All applicants into this course will need:

- Access to a personal computer or tablet-style device with web-browser software, and other general office software such as Word and PDF reader.
- It is recommended that you have access to a reliable internet connection to access STEPS Education and Training Learning Management System (LMS), and a computer with up-to-date software, including Microsoft Office, Adobe Acrobat Reader and Adobe Flash Player.
- Scanned colour image of your own Government-issued photo-ID, an active personal email address and an active (mobile) phone number.
- A valid Unique Student Identifier (USI). If you don't have a USI you can create one here usi.gov.au.
- To undertake a Language, Literacy and Numeracy assessment.

TRAINING AND ASSESSMENT

Students will be able to access their online learning materials once they finalise their enrolment process and all outstanding fees are paid. Once enrolled in the course, each participant will be emailed login details to the LMS (Moodle) which contains all learning and assessment resources for this Course. The following must be completed prior to attending the scheduled Masterclasses

- **Self-paced study** – is time spent reading and engaging with the online content and completing the learning activities within the modules.
- **Online Assessment tasks** – All Units of Competency in this Skill Set contain a range of multiple-choice and short-answer written knowledge questions, and a range of short-medium response research activities. These assessments are submitted electronically in the LMS.

Students are expected to attend the Masterclass sessions and be assessed in the workplace to successfully complete this skill set.

- **Workplace training and assessment** – The Unit of Competency (UoC) HLTHPS006 Assist Clients with Medication require completion of workplace training and assessment tasks and activities. These activities may occur in conjunction with the Work placement activities, or they may not as the clients care plan and availability will dictate if this can occur. Evidence is collected by the Trainer and submitted into the LMS.

COST

Subsidies under the Higher Level Skills Funding are available for eligible students.

- \$465 – full fee
- \$40 – funded concession
- \$80 – funded non-concession

PATHWAYS FROM THE COURSE

These units provide credit towards a range of qualifications in the CHC Community Services Training Package or HLT Health Training Package at Certificate IV and Diploma level.

*JobTrainer is a jointly funded initiative of the Australian and state and territory governments.

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