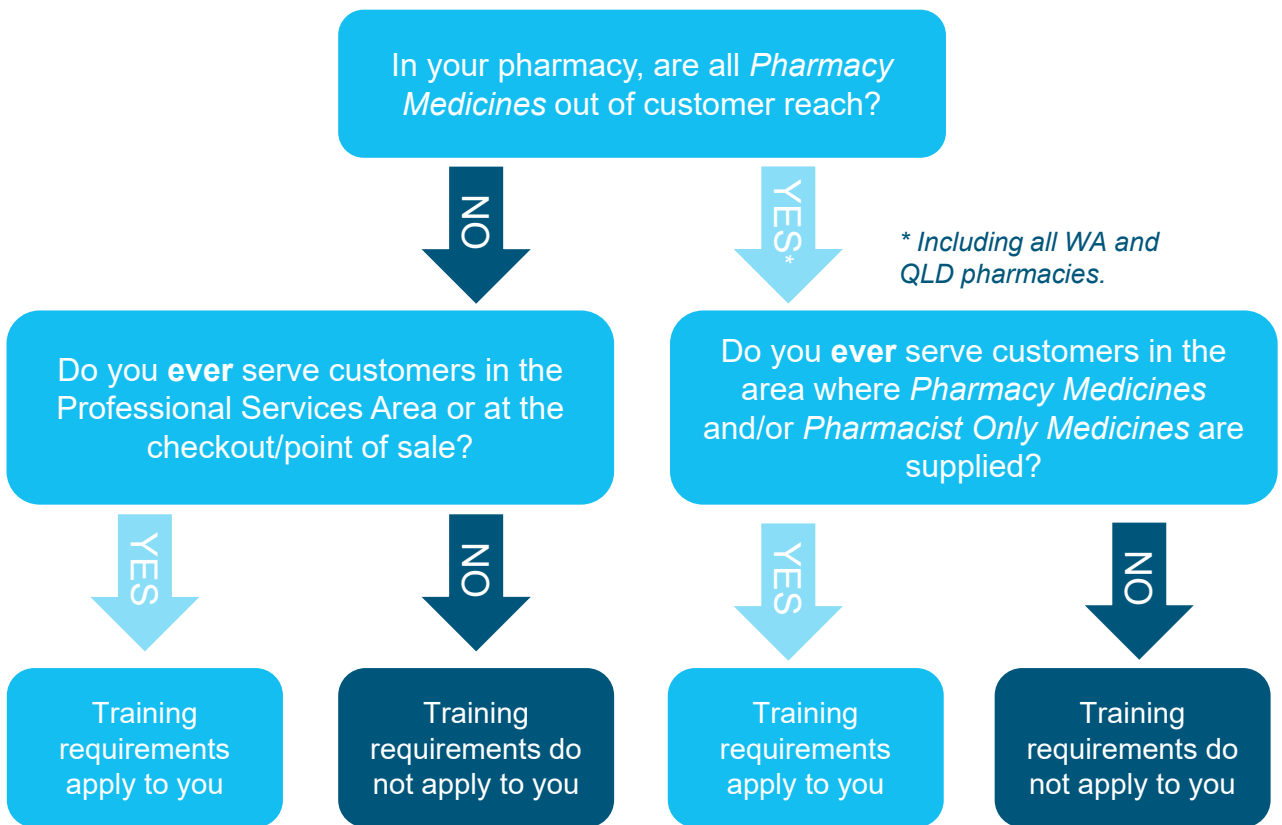


# Training Requirements for Pharmacy Medicines and Pharmacist Only Medicines

Requirements for *Pharmacy Medicines* and *Pharmacist Only Medicines* are outlined in the Human Resources Domain (3.3.10 - 3.3.12) and the Pharmacy Services Domain (5.1.3) of the Quality Care 2020 Requirements.

Head to the [Quality Care 2020 Knowledge Hub](#) to download your copy of the Requirements.

## Do the training requirements apply to me?



### The following staff are deemed compliant

- ✓ Registered pharmacists
- ✓ Pharmacy interns
- ✓ Australian pharmacy students who have successfully completed first year and are actively enrolled in their course

### Training requirements do not apply to

- ✗ Staff who never serve customers
- ✗ Delivery drivers



# Initial Training Requirements

The below table summarises what evidence will be accepted as meeting the initial training requirements:

INITIAL TRAINING		
Current Unit	Previous Unit	Completed Qualification
<b>SIRCIND002</b>  Support the supply of Pharmacy Medicines and Pharmacist Only Medicines	<b>SIRCHCS201</b>  Support the supply of Pharmacy Medicines and Pharmacist Only Medicines  <b>SIRPPKS001A</b>  Support the sale of pharmacy and pharmacist-only medicines	<b>Certificate II in Community Pharmacy</b> (WRP20102, SIR20107, SIR20112 or SIR20116)  <b>Certificate III in Community Pharmacy</b> (WRP30102, SIR30107, SIR30112 or SIR30116)  <b>Certificate IV in Community Pharmacy</b> (SIR40107, SIR40112, SIR40116 or SIR40216)
<b>Explanation</b>	This initial training must be delivered by a Registered Training Organisation (RTO) operating within their scope of registration.	
<b>Evidence required at Assessment</b>	Any of the following issued by an RTO and recorded on the staff training record: <ul style="list-style-type: none"> <li>• Statement of Attainment (or confirmation via the RTO website)</li> <li>• Academic Transcript</li> <li>• Certificate</li> </ul>	

# Refresher Training Requirements

A minimum of 3 hours refresher training is required each year after the Initial Training is completed

The tables below summarise what evidence will be accepted by a QCPP Assessor as meeting the Refresher Training requirements:

A. ACCREDITED TRAINING	
<b>Explanation</b>	Any of the following product knowledge units from the Community Pharmacy Training Package meet the annual requirement for Refresher Training:
<b>Accepted modules</b>	<b>SIRCIND002</b> Support the supply of Pharmacy Medicines and Pharmacist Only Medicines <b>SIRCCPM001</b> Assist in managing Pharmacy Medicines and Pharmacist Only Medicines <b>SIRCPPA02</b> Assist customers with eye and ear care products <b>SIRCPPA03</b> Assist customers with first aid products <b>SIRCPPA04</b> Assist customers with oral care products <b>SIRCPPA005</b> Assist customers with cough and cold relief products <b>SIRCPPA006</b> Assist customers with skin and anti-fungal products <b>SIRCPPA007</b> Assist customers with pregnancy and maternal health products and services <b>SIRCPPA008</b> Assist customers with products for gastro-intestinal conditions <b>SIRCPPA009</b> Assist customers with allergy relief products <b>SIRCPPA010</b> Assist customers with analgesic and anti-inflammatory products <b>SIRCPPA011</b> Assist customers with baby and infant care products <b>SIRCPPA021</b> Assist customer with asthma-care aids and equipment <b>SIRCPPA018</b> Assist customers with women's and men's health care products
<b>Evidence required at Assessment</b>	A statement of attainment or transcript of results issued by the RTO or available on the RTO website and recorded on the staff training record.

# Refresher Training Requirements

## B. IN-PHARMACY TRAINING

<b>Explanation</b>	Training delivered by the pharmacist or senior staff member** which focuses on the supply of <i>Pharmacy Medicines</i> and/or <i>Pharmacist Only Medicines</i> . This could include discussions at staff meetings, one-on-one training or presentations prepared and delivered by a pharmacist to staff.
<b>Suggested topics</b>	How to respond to requests for <i>Pharmacy Medicines</i> and/or <i>Pharmacist Only Medicines</i> ; including: <ul style="list-style-type: none"><li>• Protocols and procedures used in the pharmacy</li><li>• When to refer customers to the pharmacist</li><li>• Examples of how to use protocols for different situations</li><li>• Product information and how to use it.</li><li>• Changes to regulations, product registrations or TGA safety warnings</li><li>• Communication skills relating to supplying <i>Pharmacy Medicines</i> and/or <i>Pharmacist Only Medicines</i></li></ul>
<b>Evidence required at Assessment</b>	Evidence of the training activity retained and recorded on the staff training record. Examples of evidence could include, but are not limited to: <ul style="list-style-type: none"><li>• Presentation materials</li><li>• Staff meeting record/minutes</li><li>• Session outline</li><li>• Signed attendance list</li></ul>

\*\* Staff members who deliver the training may count this towards their Refresher Training hours.

## C. QCPP APPROVED REFRESHER TRAINING

<b>Explanation</b>	Training approved by QCPP which has been developed and/or delivered by an external provider. This may include online training, training developed by a banner group, conferences, workshops or seminars.
<b>How do I know what training has been approved as Refresher Training?</b>	Approved Refresher Training is easily identified by the Approved Refresher Training logo.  A list of approved Refresher Training can be found at <a href="http://www.qcpp.com">www.qcpp.com</a> . This list is updated frequently.  More information about applying for QCPP Refresher Training Approval can be found at <a href="http://www.qcpp.com">www.qcpp.com</a> , or by contacting QCPP on 1300 363 340 or <a href="mailto:refreshertraining@qcpp.com">refreshertraining@qcpp.com</a> .



<b>Evidence required at Assessment</b>	The certificate of completion/attendance and recorded on the staff training record.
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### What is the minimum Refresher Training required for a pharmacy assistant?

Employment commenced less than 12 months ago	Employment commenced more than 12 months ago
No refresher training required, but should be planned	At least three hours each year employed

## CONTACTING QCPP

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