

Welcome

Thank you for enquiring about the Pharmacy Guild of Australia Pharmacy Assistant Training Course. This course is the key to opening the door to an exciting career in community pharmacy.

This nationally recognised course will equip you with the basic knowledge necessary to work in a pharmacy. We will also give you helpful training in how to get that job, with interview and resume skills. On successful completion of the course you will be issued with a Guild certificate and a series of product knowledge certificates. These, along with your details included on our database, will provide you with the best possible opportunity for you to secure that position and gain employment as a healthcare worker in the pharmacy industry.

I look forward to receiving your application. Please complete and return the enrolment form enclosed and we will contact you to invite you to an information session where we can answer any questions you may have. We can then notify you if your application is successful.

Please complete the enrolment form enclosed. You will also need to inform us of your intention to attend an information session where we can answer any questions you may have.

*Career in
Community
Pharmacy*
SA Training Manager

A comprehensive program

The Guild's National Training Course for Pharmacy Assistants provides a structured approach for obtaining skills and expertise in the following areas:

- Selling skills and product knowledge.
- Front of shop operations.
- Customer service.
- Dispensary skills.
- Providing basic first aid.
- Pharmacy Medicine / Pharmacist Only Medicine protocols.

Plus!

Product Knowledge is essential to being a successful Pharmacy Assistant. Customers will look to you for advice and information. A number of key product knowledge areas will be presented by companies considered by the industry as market leaders.

The Pharmacy Guild of Australia (SA) Branch

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The Pharmacy
Guild of Australia



Introduction to Pharmacy

Pharmacy Assistant
Training Course



The Pharmacy
Guild of Australia

Number one
for Pharmacy
Assistant Training.



Training for Pharmacy by the Pharmacy Industry!

We look upon any pharmacy position as not simply just employment, but more of a vital and responsible service to the community.

With a proven track record demonstrated over many years, the Pharmacy Guild is the industry leader in developing and delivering specialised pharmacy assistant training.

Members of the Pharmacy Guild of Australia are Pharmacists – the very people who employ Pharmacy Assistants. Through its close relationship with practicing Pharmacists the Guild has developed and refined its training programs.

This course will open doors to this vocation and prepare you for a position as a Pharmacy Assistant.

Who is the Guild?

The Pharmacy Guild of Australia is the peak industry body that represents over 5000 Community Pharmacies across Australia. We have around 350 members in SA alone which means 98% of South Australian Pharmacies are Guild members including:

- Priceline Pharmacy
- Amcal
- Chemmart
- Chemplus
- Chem World
- Guardian
- Terry White Group
- Star Pharmacy Alliance

What assistance is available?

Funding may apply. Approved for youth Allowance and Austudy / Abstudy. Check with Centerlink.

How do I qualify?

You will be interviewed to be sure that you have the following:

- A desire to work in community pharmacy.
- Basic competence in reading, writing and numeracy.
- The right attitude and personal presentation.

Who will train me?

All trainers are qualified Certificate IV in Assessment and Workplace Training with pharmacy specific knowledge and experience. Guest speakers and leading pharmaceutical companies help to support the program.

What about future training?

The Pharmacy Guild of Australia's Training Course content is determined by the industry requirements and satisfies the National Competency Standards (for community pharmacy). The Pharmacy Guild of Australia program is an industry supported nationally accredited competency based course designed especially to prepare pharmacy assistants in all aspects of their role.

What about work experience?

As a part of the course you are required to complete a minimum of 40 hours of work experience in a pharmacy. You will receive a signed letter of introduction from the Guild's Branch President requesting assistance, however, it will be your responsibility to apply for work experience.

Will the course help me get a job?

We do not guarantee employment. However, once you have successfully completed the course your details will be kept on the Pharmacy Guild's Database. This database can be accessed by over 350 pharmacies in SA.

What if I want to cancel?

A refund applies to cancellations received 7 days prior to the commencement of your program. After this time no refund will be issued – however we will reschedule participants to a later course if needed. Once training has begun, no refund or reschedules will occur.

Note: A charge of \$25, to cover transaction fees, will apply to a cancellation where the payment has been made by credit card.

When are the courses conducted?

Night Time

- Monday & Wednesday, 6.30pm – 9.30pm
- 20 Weeks training in centre – 2 nights / week
- work experience to be completed

Day time

- Wednesday, Thursday & Friday, 9.00am – 4.00pm
- 10 weeks training
- 8 weeks in centre, 2 weeks work experience

Note: There is no training or work experience conducted on public holidays and advanced notice will be given of any changes.

Pharmacy Assistant Training Course