

Guild Training

Certificate IV in Community Pharmacy

COURSE INFORMATION | SIR40116

When quality counts

CONTACT GUILD TRAINING TODAY!

NSW & ACT: 02 9467 7130 or training@nsw.guild.org.au

QLD: 07 3831 3788 or admin.training@qldguild.org.au

SA: 08 8304 8300 or trainingsa@sa.guild.org.au

WA: 08 9429 4100 or training@wa.guild.org.au

VIC: 03 9810 9988 or training@vic.guild.org.au

TAS: 03 6220 2955 or tastraining@guild.org.au

NT: 08 8944 6900 or office@ntguild.org.au



**Guild Learning
and Development**



Guild Training

SIR40116

CERTIFICATE IV IN COMMUNITY PHARMACY

Develops the management skills needed to coordinate pharmacy operations and lead staff, as well as providing specialised, advanced skills across key pharmacy areas.

SIR40216 CERTIFICATE IV
IN COMMUNITY
PHARMACY DISPENSARY

SIR40116
CERTIFICATE IV IN
COMMUNITY PHARMACY

SIR30116
CERTIFICATE III IN
COMMUNITY PHARMACY

SIR20116
CERTIFICATE II IN
COMMUNITY PHARMACY



Who should complete this training?

This qualification will benefit experienced pharmacy assistants who are looking to expand their skills to become a senior pharmacy assistant or front-of-shop manager.

Senior pharmacy assistants are often responsible for the management of particular functions in the pharmacy, the management of a range of health categories or for the supervision of pharmacy staff.

Accredited training can help you develop management skills and provide specialised support in the pharmacy, while granting you formal recognition of your existing skills.

What training do I need?

This qualification provides you with the next step in your career in community Pharmacy. The Certificate IV in Community pharmacy can further build your knowledge of key health conditions and product knowledge or develop new skills in dispensary or supervision.

This qualification is nationally recognised in all states and territories of Australia.

**DO YOU KNOW ABOUT
RECOGNITION OF PRIOR
LEARNING (RPL)?**



Available for all qualifications, the RPL process recognises the skills and competencies gained through work experience, prior training and life experience.

Through RPL, competency may be granted for specific units within community pharmacy qualifications, meaning some pharmacy assistants can finish their course earlier than expected.



How long will the course take to complete?

The Certificate IV in Community Pharmacy is a flexible course that can be tailored to meet your learning requirements and career goals.

We will work with you to develop a training plan to meet your needs and the needs of your pharmacy. Most pharmacy assistants complete the course in around 12 months.

What will I study?

To complete the Certificate IV in Community Pharmacy you will need to complete 14 units—3 core units and 11 elective units.

The core units will provide you with foundation skills in leading and managing staff and coordinating key pharmacy functions. The elective units provide you with the opportunity to increase your knowledge of health conditions and advanced product categories.

There are also a range of units to assist you in developing skills in merchandising, quality assurance, marketing and human resource management.

The elective units have been grouped into two streams, Management and Health.

For more information regarding the units studied please see the back of the flyer.

Do I need to have completed any other qualifications?

To undertake a Certificate IV in Community Pharmacy you need to:

- Have achieved the Certificate III in Community Pharmacy
- OR**
- Have relevant industry employment experience as a community pharmacy assistant in a job role that has involved the application of skills and knowledge described in core units of competency from SIR30116 Certificate III in Community Pharmacy, and
 - Have a statement of attainment in the unit SIRCIND002 Support the supply of Pharmacy Medicines and Pharmacist Only Medicines.

This qualification is available to pharmacy assistants currently working in a community pharmacy.

When can I start?

The Certificate IV in Community Pharmacy is a flexible course so we can start as soon as you are ready.

Accessing government funding, which can impact on the cost of this qualification may be dependent on how long you have been working, so the sooner you contact us the better.

How much will this qualification cost?

The cost of the course may be dependent on government funding. Contact us and we can assist you and your pharmacy in accessing any available funding. Payment plans are also available.

OUR TRAINERS

- Qualified and experienced
- Have current and extensive pharmacy experience
- Understand the needs of you and your pharmacy

OUR SUPPORT

- Dedicated trainer for the term of your qualification
- Provide regular contact via phone, email and face-to-face
- Responsive to your needs

OUR RESOURCES

- Developed by pharmacy experts
- Designed to reflect current pharmacy practice
- Focus on providing solutions for your customers

OUR CAPABILITIES

- Industry leaders
- Flexible delivery distance, on-line and face-to-face
- Access to government funding
- Payment plans available

**GOVERNMENT FUNDING OR
INCENTIVES MAY APPLY**



Make sure you contact our training specialists to discuss eligibility.

SIR40116

CERTIFICATE IV IN COMMUNITY PHARMACY

Core units

BSBLDR403

Lead team effectiveness

HLTWHS003

Maintain work health and safety

SIRCCPM001

Assist in managing Pharmacy Medicines and Pharmacist Only Medicines

Elective unit options – specialised streams

MANAGEMENT

SIRCCPM004

Manage pharmacy sales and service delivery

SIRCCPM005

Manage pharmacy premises, equipment and merchandise

SIRCCPM006

Develop a pharmacy product and service range

BSBHRM405

Support the recruitment, selection and induction of staff

SIRXHRM002

Maintain employee relations

SIRCCPM002

Coordinate a pharmacy quality system

BSBMGT403

Implement continuous improvement

SIRXRSK002

Maintain store security

SIRRINV002

Control stock

BSBCU5401

Coordinate implementation of customer service strategies

SIRXCEG003

Build customer relationships and loyalty

HEALTH

HLTAAP001

Recognise healthy body systems

SIRCINF001

Use pharmacy practices for infection control

SIRCHCS002

Supply and hire home health care aids and equipment

SIRCHCS003

Test blood pressure and advise on self-monitoring

SIRCHCS004

Test blood glucose and advise on equipment and services for diabetes management

SIRCPPA012

Assist customers with asthma-care aids and equipment

SIRCPPA014

Assist customers with continence management products

SIRCPPA015

Assist customers with wound care products

SIRCPPA001

Assist customers with vitamins, minerals and supplements

SIRCPPA017

Assist customers with complementary medicines

SIRCHCS006

Coordinate pharmacy health promotions

NEXT STEPS?

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