



## **Course Title: Highfield Level 2 Certificate in Principles of Medication Handling and Administration for Care Settings**

### **Who is the qualification for?**

The objective of this qualification is to support a role in the workplace, specifically for learners in care roles where they are likely to be handling and administering medication. This qualification can be taken by learners preparing to enter employment or by those who are already in employment in a care role and wish to develop specialist knowledge in relation to medication handling and administration.

This is a knowledge-only qualification that provides underpinning knowledge and understanding in relation to medication types and processes, principles of handling medication and principles of administering medication.

### **Course duration**

Learners will complete the qualification at their own pace and in their own time. Learners will be provided with supporting resources and study notes which will be presented at a comprehensive induction which is offered as part of the qualification.

### **Course content**

The qualification consists of 3 units:

**Introduction to medication types and processes** - This unit provides learners with knowledge and understanding relating to types of medication, roles and responsibilities in the medication process and the importance of information, legislation and guidance

**Introduction to the principles of handling medication** - This unit provides learners with knowledge and understanding relating to the supply, receipt, transfer, storage and obtaining of medication. It also includes the principles of record-keeping and how to dispose of medication correctly.

**Introduction to the principles of administering medication** - This unit provides learners with knowledge and understanding relating the preparation of medication administration, the process of administration and self-administration. It also includes the principles of

safeguarding, responding to problems and monitoring the effects of medications on individuals.

### **Assessment method**

This qualification is assessed through completion of a portfolio of evidence which will be internally quality assured by Crossroads Social Care Academy. Learners will be provided with a comprehensive induction, will be provided with supporting documentation and study notes and will be supported by a dedicated assessor throughout their qualification.

### **Course fee**

The cost of the qualification will be £150 to care providers, to which they can claim back £300 from 2022/23 Workforce Development Fund monies when it opens, and the learner has completed and can produce their certificate.