## ACMVET4X15 Prepare, handle and administer veterinary medicines and restricted substances

#### Application

This unit describes the skills and knowledge required to prepare, handle and administer veterinary medications or treatments prescribed by veterinarians. It applies to veterinary nurses who work under the supervision of a registered veterinarian.

The unit is applied in settings where medicines and scheduled substances are routinely used, dispensed or supplied to animal carers or clients. Work requires adherence to legislative requirements for scheduled medicines and poisons, workplace protocols, and veterinary instructions.

The unit includes recognising common classes of veterinary drugs, understanding how they work and the expected therapeutic effects, potential adverse reactions and contraindications. It includes knowledge and skills to ensure accurate preparation, drawing-up, dispensing, labelling and administration of medicines within scope of practice, as well as safe and secure storage and completion of required documentation for scheduled substances.

**Licensing, legislative, regulatory requirements**

Legislative and regulatory requirements apply to the acquisition, possession, handling and use of veterinary drugs and poisons, but vary according to state/territory jurisdictions. Users must check with the relevant regulatory authorities before delivery.

#### Pre-requisite unit

Nil

#### Unit sector

Veterinary Nursing (VET)

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| **Elements** *Elements describe the essential outcomes.* | **Performance criteria**  *Performance criteria describe the performance needed to demonstrate achievement of the element.* |
| 1. Interpret veterinary instructions and pharmacological requirements | 1.1 Confirm treatment plans, medication requirements and administration instructions with supervising veterinarian 1.2 Identify prescribed medicines and poisons, including drug schedule, class, purpose, dose, route and frequency 1.3 Access and interpret relevant workplace procedures and legislative requirements associated with the preparation and/or administration of the medication 1.4 Identify potential contraindications, precautions or incompatibilities and check patient history of allergies or toxic reactions |
| 2. Prepare veterinary drugs and poisons | 2.1 Follow veterinarian’s instruction and select correct drug, formulation, and concentration  2.2 Calculate prescribed doses accurately, measure, draw up, dilute or reconstitute medicines using aseptic and safe-handling techniques  2.3 Package pharmaceutical products and label with information required by legislation  2.4 Follow legislative and workplace recording requirements for dispensed and administered drugs or poisons  2.5 Secure drugs or poisons according to legislative requirements for scheduled drugs and workplace procedures |
| 3. Administer veterinary medicines within scope of practice | 3.1 Prepare the animal, equipment and environment for safe administration 3.2 Administer medicines via approved routes and techniques under supervision of a veterinarian 3.3 Use handling and restraint techniques that support animal welfare and minimise stress, risk and contamination 3.4 Monitor immediate patient responses during and after administration and identify signs of adverse or unexpected reactions 3.5 Take prompt action within scope of role and escalate concerns to the veterinarian |
| 4. Provide information to clients or animal carers about veterinary drugs and poisons | 4.1 Provide information about dosage, safe handling, storage and disposal requirements to client or animal carer  4.2 Explain commonly listed side effects of prescribed medication  4.3 Advise on or demonstrate techniques to administer products  4.4 Explain follow-up treatment plan recommended by veterinarian |

#### Foundation skills

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| **Learning** | **Reading** | **Writing** | **Oral communication** | **Numeracy** |
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**Assessment Requirements**

**Performance evidence**

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has prepared and administered veterinary drugs and poisons as prescribed by a veterinarian, including:

* a minimum of three different pharmaceuticals for three animals of different species, including at least two formulations, including parenteral and topical or oral.

**Knowledge evidence**

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

* national and state/territory specific legislation, regulations and codes of conduct relevant to prescribing, acquiring, possessing, storing, selling and/or dispensing, administering and securing veterinary drugs and poisons
* drugs schedules and categories of drugs, actions and side effects
* where to locate relevant information about specific veterinary drugs or poisons
* principles, legal requirements and specific labelling requirements for veterinary drugs and poisons
* withholding periods for medications commonly prescribed in practices
* compounded medications
* work health and safety (WHS) and infection prevention and control principles and requirements related to packaging, administering, storing and disposing of veterinary drugs and poisons, including:

use of personal protective equipment (PPE)

maintaining sterility

contamination and cross-contamination

cytotoxic drugs

* packaging principles and processes, including:

calculations, weights and measures

properties of container types and selection for use

various pack sizes and selection for use

types of packaging materials.

**Assessment conditions**

Skills must be demonstrated in a veterinary practice or an environment that accurately represents real workplace conditions.

Assessment must ensure access to:

* equipment and resources typically available in a veterinary practice for the preparation of pharmaceuticals
* range of appropriately stored veterinary drugs and poisons
* real animals and/or animal models for administration of medication
* organisational policies and procedures, current legislation, regulations, drug schedules, relevant guidelines and codes of practice
* prescriptions issued by a registered veterinarian.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

#### Unit mapping information

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| **Code and title current version** | **Code and title previous version** | **Equivalence status** | **Comments** |
| ACMVET4X15 Prepare, handle and administer veterinary medicines and restricted substances | ACMVET416 Assist with the preparation of veterinary drugs and poisons | Not equivalent | Title changed  Wording of Application changed for better reflection of the unit and its application  Licensing, legislative, regulatory requirements strengthened throughout unit  E1 and PCs 1.1 – 1.4 re-worded for clarification. PCs 2.1 – 2.3 moved to E1.  E2 and PCs 2.4 – 2.8 re-worded.  Additional E3 added – re ‘administration’ of medication.  E4 (previously E3) re-worded from ‘support veterinary drugs and poisons’ to ‘provide information to clients or animal carers about veterinary drugs and poisons’.  PC3.1 deleted  Now PC4.1 – 4.4 wording changes to provide more information than just ‘explain’ as legislation requires provision of written information.  PE reworded for clarity and reduction of duplication of PC, and inclusion of ‘administration’ as well as preparation.  Removal of requirement for mandatory workplace demonstration of skills within nominated hours.  Knowledge evidence streamlined to remove reference to specific legislation which is, and will, become outdated. |

### Overview information

#### Modification History

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| **Release** | **Comments** |
| 1 | This unit of competency was first released in ACM Animal Care and Management Training Package Release 7.0. |

**Mandatory workplace requirements:**

Assessment of performance evidence may be in a workplace setting or an environment that accurately represents a real workplace.