

Title	Apply procedures for handling hazardous substances in a retail pharmacy environment		
Level	3	Credits	5

Purpose	<p>This unit standard is intended for retail assistants working in a retail pharmacy environment.</p> <p>People credited with this unit standard are able to: handle, and dispose of hazardous substances in a retail pharmacy environment.</p>
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Classification	Retail, Distribution, and Sales > Sales
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Available grade	Achieved
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Guidance Information

1 Definitions

Hazardous substances include potentially hazardous substances. Hazardous substances (Medicines Act 1981 and HSNO Act 1996 refer) include – pharmaceuticals, sharps, chemicals (caustic, flammable, volatile), cytotoxic drugs; and may include but are not limited to – clinical and biological waste (blood, swabs, urine, vomit).

Retail pharmacy outlet policies and procedures – written documentation of the specified way to perform an activity for a workplace. Retail pharmacy outlet policies and procedures must be compliant with relevant legislation, codes and standards and Organisational Quality Specifications listed in the District Health Board Pharmacy Services Agreement for the workplace.

2 Trainees must always act under the supervision of a pharmacist and know when to refer to a pharmacist.

3 Legislation, codes, and standards relevant to this unit standard include:

Consumer Guarantees Act 1993; Fair Trading Act 1986; Hazardous Substances and New Organisms Act 1996; Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights), Regulations 1996; Code of Health and Disability Services Consumers' Rights, available from the Health and Disability Commissioner's office, www.hdc.org.nz; Health Information Privacy Code 2020, available from the Privacy Commissioner's office, www.privacy.org.nz; Health (Retention of Health Information) Regulations 1996; Health Practitioners Competence Assurance Act 2003; Health (Needles and Syringes) Regulations 1998; Health and Safety at Work Act 2015; Health and Safety in Employment Regulations 1995; Medicines Act 1981; Medicines Regulations 1984; Misuse of Drugs Act 1975; Misuse of Drugs Regulations 1977; NZS 8134.7:2010 Health and disability services standards - pharmacy services standard available from www.standards.govt.nz; The

New Zealand Pharmaceutical Schedule, available from www.pharmac.govt.nz; *Safe effective pharmacy practice: code of ethics* Wellington, NZ : Pharmacy Council, 2011, available at www.pharmacycouncil.org.nz; Privacy Act 2020.

Other requirements applicable to this unit standard may include but are not limited to *Safe effective pharmacy practice: competence standards for the pharmacy profession*, Wellington, NZ: Pharmacy Council of New Zealand, 2015, available from www.pharmacycouncil.org.nz.

- 4 Access to the reference resources specified by the Pharmaceutical Society of New Zealand Inc. to be held in every pharmacy is required for completion of assessment against this unit standard.
- 5 This unit standard covers handling of potentially hazardous substances in the general pharmacy work area. It does not include handling potentially hazardous substances in the dispensary and the compounding or manufacturing area.

Outcomes and performance criteria

Outcome 1

Handle hazardous substances in a retail pharmacy environment.

Performance criteria

- 1.1 Hazardous substances and equipment for safe handling of hazardous substances are identified in accordance with legislation, codes, standards, and retail pharmacy outlet policies and procedures.
- 1.2 Hazardous substances are managed in accordance with legislation, codes, standards, and retail pharmacy outlet policies and procedures.

Range includes but is not limited to – receive, unpack, label, store, isolate spills, manage trauma.

Outcome 2

Dispose of hazardous substances in a retail pharmacy environment.

Performance criteria

- 2.1 Procedures for removing hazardous substances for disposal in accordance with legislation, codes, standards, and retail pharmacy outlet policies and procedures are described.

Range includes but is not limited to – secure, dispose, product recall.

2.2 Hazardous substances are removed from the work area in accordance with legislation, codes, standards, and retail pharmacy outlet policies and procedures.

Range includes but is not limited to – secure, dispose, product recall.

2.3 Equipment which has been in contact with hazardous substances is managed in accordance with legislation, codes, standards, and retail pharmacy outlet policies and procedures.

Range includes but is not limited to – clean, dispose.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	19 November 2015	31 December 2024
Review	2	8 December 2016	31 December 2024
Review	3	26 January 2023	N/A

Consent and Moderation Requirements (CMR) reference	0112
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.