

# Level 2 - NCFE Certificate in Safe Handling of Medicines

## **Course description**

The course has been written for those working in the Health and Care related sector. It is ideal for learners who wish to gain an understanding of the use of medication and the possible side effects, and to enhance their knowledge of the safe administration of medication.

## Who is it for?

The qualification is designed for those who wish to develop their knowledge of the safe handling of medicines. It is also suitable for learners wishing to develop their knowledge to prepare them for employment or for those who are already in employment such as health and care and who wish to study the programme as part of their own continuous professional development.

MJ Associates Training & Development offers accessible Distance Learning that can be undertaken at times convenient to both the learner and the employer. Good practices concerning safe handling of medicines can improve clients' health and safety.

### **Course contents**

The course comprises five mandatory units:

- Unit 1: An introduction to medicines and prescriptions
- Unit 2: Medicine supply, storage and disposal
- Unit 3: The safe administration of medication
- Unit 4: Quality control and record keeping
- Unit 5: Accountability, responsibility and confidentiality

### Course delivery and assessment

Candidates will be provided with the course materials and will be required to work through a series of tasks and activities designed to reinforce the learning process and test their knowledge. The candidate will need to produce a portfolio of work that covers all learning outcomes. This will consist of a written assessment for each unit, which will be completed by the candidate and assessed by a tutor of MJ Associates Training & Development.

Observation on practical administration of medicines will need to be carried out locally by the Line Supervisor or Manager.

The qualification covering all learning outcomes is externally moderated by the Award Body – NCFE.