

Appendix 4

Key to areas of competence

Not all the competences may be relevant to your individual role, but you may need to revisit them if your role changes.

Pharmacy technicians working outside the main areas of pharmacy practice or in extended roles need to use the generic competences and write their own relating to their specialty. Please use the section after the TPCO competences on page 49 'Personal areas of competence'. If you are using CPD Online you can add your own competences using the edit function.

Areas of competence for all pharmacy technicians

- TG1** Interacting, and working, with people
- TG2** Managing your work and self-development
- TG3** Managing a team or service
- TG4** Maintaining and improving the quality of your service
- TG5** Helping others to learn and develop
- TG6** Making decisions and solving problems
- TG7** Working with information, eg providing, retrieving and evaluating pharmaceutical information and giving advice
- TG8** Participating in research and development
- TG9** Ensuring health and safety
- TG10** Dispensing medicines and products
- TG11** Controlling stock of pharmaceutical materials and equipment
- TG12** Undertaking specialised activities, eg provision of education and development, audit
- TG13** Working with other professions in healthcare and with other sectors
- TG14** Managing risks
- TG15** Producing, using and maintaining records, using information technology
- TG16** Maintaining an awareness of issues affecting pharmacy and pharmacy technicians, eg code of ethics for pharmacy technicians.

Areas of competence for hospital pharmacy

- THP1** Planning and providing pharmaceutical care for individual patients
- THP2** Managing the use of medicines
- THP3** Participating in healthcare promotion
- THP4** Contributing to the clinical governance agenda (p.16)
- THP5** Reviewing and developing services
- THP6** Manufacturing and assembling sterile and non-sterile batch medicinal products
- THP7** Preparing pharmaceutical products aseptically

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Areas of competence for community pharmacy

- TC1** Addressing the health and medication needs of specific client groups
- TC2** Working according to the NHS Contract
- TC3** Supplying dressings and appliances
- TC4** Assisting in the sale of OTC medicines and providing information to customers on symptoms and products
- TC5** Endorsing and processing prescriptions
- TC6** Planning and providing pharmaceutical care for individual patients
- TC7** Managing the use of medicines
- TC8** Participating in healthcare promotion
- TC9** Reviewing and developing services

Areas of competence for primary care organisations

- TPCO1** Managing formularies, guidelines and protocols
- TPCO2** Working according to the NHS contract
- TPCO3** Managing the use of medicines
- TPCO4** Participating in healthcare promotion
- TPCO5** Contributing to the clinical governance agenda (p.16)
- TPCO6** Reviewing and developing services

Personal areas of competence relating to your field of work

Your CPD number: _____

This will be supplied by the Society.
