

# Pharmacy Services Assistant Mock Simulated Observation with Question and Answer sessions

# Level 2

## Assessment Brief

You are required to complete 2 simulated tasks to evidence your knowledge, skills and behaviours. Each task will take approximately 20 minutes. For each task the assessor will ask you follow up questions for up to 10 minutes. The order of the tasks and questions will be dependent on the venue and environment of the day.

### TASK ONE

#### Dispensing of medicines (to include the dispensing and issuing of medicinal products)

You will be given a prescription with 4 items to be dispensed. You will need to:

- confirm the validity of each prescription
- correctly enter the patient into the Patient Medication Record (PMR), observing organisational security procedures
- accurately calculate all quantities as required
- correctly label all prescribed items
- accurately pick/assemble all prescribed items
- perform in-process accuracy check
- complete the dispensing process and issue the medication

### TASK TWO


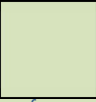
#### Receiving, storing and issuing stock

You will be given an invoice or delivery notice containing a variety of medications. You will need to:

- correctly process the delivery information
- safely unpack the items from delivery
- store the items correctly, ensuring stock rotation
- accurately deal with any discrepancies or damaged items if required

If it is not possible for you to simulate the issuing of medication or pharmaceutical stock during the tasks, you will be given the opportunity to explain how you would issue these during the question and answer sessions.

## Community Prescription

|  |  |   |
|--|--|---|
| <input type="checkbox"/> Pharmacy Stamp<br><br><b>To Pay</b><br><br><small>Please don't stamp over the age box</small> | Age<br><br>D.O.B   | Title, Forename, Surname & Address<br><br><i>As per the patient details<br/>provided by your<br/>employer/training provider</i> |
| Number of days' treatment<br>N.B. Ensure dose is stated  |  | NHS Number:   |
| Endorsements   | <div>Amoxicillin 500mg Capsules<br/>500mg three times a day for 5<br/>days<br/>5 days' worth<br/>Atorvastatin 20mg tablets<br/>20mg at night<br/>28 tablets<br/>Co-codamol 30/500mg tablets<br/>1 or 2 tablets four times a day when<br/>required 100 tablets<br/>100 tablets<br/>Betamethasone 0.1% cream<br/>Apply thinly twice a day</div>  |   |
| Signature of Prescriber<br><br><i>J Shah</i>   |  | Date<br><br><b>Today</b>  |
| <br>on form                         | <i>As per the GP details provided by your<br/>employer/training provider</i>   |   |
| NHS  | 02301821812<br><b>FOR TEACHING PURPOSES ONLY</b>   |   |
|  |  | FP10 C  |

## Hospital Prescription

## PHARMACY TRANSCRIPTION FORM

Date: Today

Ward: A Ward

Pharmacist/Pharmacy Technician name: **A PHARMACIST**TIME REQUIRED: ☐ 12PM ☐ 12:30PM ☒ 3:30PM ☐ 5PM ☐ OTHER (PLEASE STATE):

| Patient:<br>First Name, Surname & Address<br>D.O.B<br>NHS Number       | Medication, Strength & Form: | Dose:          | Frequency:                        | Quantity<br>to be<br>dispensed: | Dispensed<br>by: | Checked<br>by: |
|--|------------------------------|----------------|-----------------------------------|---------------------------------|------------------|----------------|
| <i>As per the patient details<br/>provided on the Portfolio Matrix</i> | Amoxicillin 500mg Capsules   | 500mg          | Three times a<br>day for 5 days   | 5 days' worth                   |                  |                |
| <i>As per the patient details<br/>provided on the Portfolio Matrix</i> | Atorvastatin 20mg tablets    | 20mg           | At night                          | 28 tablets                      |                  |                |
| <i>As per the patient details<br/>provided on the Portfolio Matrix</i> | Co-codamol 30/500mg tablets  | 1 or 2 tablets | Four times a day<br>when required | 100 tablets                     |                  |                |
| <i>As per the patient details<br/>provided on the Portfolio Matrix</i> | Betamethasone 0.1% cream     | Apply thinly   | Twice a day                       | 30g                             |                  |                |
|  |                              |                |                                   |                                 |                  |                |

# Level 2



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