Open Awards support staff qualification recognition event report—part 3—December 2020
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Part 3: Role-specific learning outcomes (National Occupational Standards) . 1
Event summary and conclusions

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<tr>
<td>Course name</td>
<td>Open Awards Level 2 Certificate in the Principles and Practice for Pharmacy Support Staff</td>
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<td>Framework used</td>
<td>National Occupational Standards</td>
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<td>Requirements for the education and training of pharmacy support staff, October 2020</td>
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<td>Recognition</td>
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<td>18 December 2020</td>
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<td>Approval period</td>
<td>February 2021 - February 2027</td>
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<td>Outcome</td>
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<td>Conditions</td>
<td>Please refer to parts 1 and 2.</td>
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<tr>
<td>Standing conditions</td>
<td>A link to the standing conditions can be found here.</td>
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<td>Recommendations</td>
<td>Please refer to parts 1 and 2.</td>
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<td>Registrar decision</td>
<td>Please refer to parts 1 and 2.</td>
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</table>

Technical knowledge and skills

The technical knowledge and skills content of the course/qualification must be derived from, and mapped to, an appropriate national framework for pharmacy knowledge and skills recognised in the UK.

Part 3: Role-specific learning outcomes (National Occupational Standards)

<table>
<thead>
<tr>
<th>PHARM01</th>
<th>Assist with the provision of a pharmacy service</th>
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<tr>
<td></td>
<td>NOS partly used to cover identified LOs. Both units are optional. Therefore, learners will only cover this NOS if they choose one or both of these optional</td>
</tr>
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</table>
units.

### How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

The underpinning knowledge units would be delivered by guided learning (i.e. in a classroom environment). This would also include independent study by the learner where appropriate. Again, how the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

This qualification includes 4 core units and a choice of 2 out of 4 role-specific units to ensure coverage of the National Occupational Standards.

### How the course/qualification assesses whether the trainee achieves this outcome

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO2, LO5
- Selling Over the Counter Medicines and Products (Unit 7) LO1, LO2, LO3, LO4

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

Assessment arrangements will be in line with the assessment principles outlined in the qualification guide and the unit assessment strategy. Assessment would be subject to internal verification and external quality assurance, in line with each Awarding Organisation’s policies and procedures.

In addition, the trainee will be required to complete 4 core units which embed the knowledge, understanding and competencies included in the NOS. Particularly this approach will allow trainees to demonstrate full understanding of legal, regulatory requirements; Standard operating Procedures; communication and teamwork; person-centre cared; health and safety requirements; and up to date knowledge of all policies and procedures. It is anticipated that assessment will be holistic across the units, making use of workplace observations, to ensure the trainee implements their knowledge and demonstrates competence across the NOS KSBs.

**Recognition team’s commentary.**

**Learning outcome met?** Yes ☒ No ☐

The team agreed that this outcome would be met

**PHARM02** Provide an effective and responsive pharmacy service
NOS partly used to cover identified LOs. Both units are optional. Therefore, learners will only cover this NOS if they choose one or both of these optional units.

How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught

Provider’s commentary

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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Recognition team’s commentary.
## Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

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<tr>
<th>PHARM03</th>
<th>Respond to pharmaceutical queries and requests for information</th>
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**Recognition team’s commentary.**

**Learning outcome met? Yes ☒ No ☐**

The team agreed that this outcome would be met

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<th>PHARM04</th>
<th>Provide advice on non-prescribed medicines and products</th>
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**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

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- Selling Over the Counter Medicines and Products (Unit 7) LO1, LO2, LO3, LO4

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### Recognition team’s commentary.

**Learning outcome met?** Yes ☒ No □

The team agreed that this outcome would be met

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<th>Receive prescriptions</th>
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### How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught

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### How the course/qualification assesses whether the trainee achieves this outcome

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO2

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**Recognition team’s commentary.**

**Learning outcome met?** Yes ☒ No ☐

The team agreed that this outcome would be met

**PHARM08**  
Confirm prescription validity

NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.

*How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught*

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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*How the course/qualification assesses whether the trainee achieves this outcome*

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO2

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Recognition team’s commentary.

Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

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How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught

Provider’s commentary

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How the course/qualification assesses whether the trainee achieves this outcome

Provider’s commentary

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

• Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO3

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**Recognition team’s commentary.**

**Learning outcome met? Yes ☒ No ☐**

The team agreed that this outcome would be met

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<th>PHARM10</th>
<th>Issue prescribed items</th>
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NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.

**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO4, LO5

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**Recognition team’s commentary.**

**Learning outcome met? Yes ☒ No ☐**

The team agreed that this outcome would be met

<table>
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<th>PHARM12</th>
<th>Order pharmaceutical stock</th>
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**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Managing Pharmaceutical Stock (Unit 6) LO1, LO2, LO3

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Recognition team’s commentary.
Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

<table>
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<tr>
<th>PHARM13</th>
<th>Receive pharmaceutical stock</th>
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NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.

*How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught*

Provider’s commentary
Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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**Recognition team’s commentary.**

**Learning outcome met? Yes ☒ No ☐**

The team agreed that this outcome would be met

<table>
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<tr>
<th>PHARM14</th>
<th>Maintain pharmaceutical stock</th>
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NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.

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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

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Managing Pharmaceutical Stock (Unit 6) LO1, LO2, LO5

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Recognition team’s commentary.
Learning outcome met? Yes ☒ No ☐

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<th>PHARM15</th>
<th>Supply pharmaceutical stock</th>
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How the course/qualification assesses whether the trainee achieves this outcome

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<table>
<thead>
<tr>
<th>PHARM17</th>
<th>Manufacture and assemble medicinal products</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.</td>
<td></td>
</tr>
</tbody>
</table>

**How the course/qualification assesses whether the trainee achieves this outcome**
Provider’s commentary
This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Preparation and Manufacturing of Medicines and Pharmaceutical Products (Unit 8) LO1, LO2, LO3, LO4, LO5

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

Assessment arrangements will be in line with the assessment principles outlined in the qualification guide and the unit assessment strategy. Assessment would be subject to internal verification and external quality assurance, in line with each Awarding Organisation’s policies and procedures.

In addition, the trainee will be required to complete 4 core units which embed the knowledge, understanding and competencies included in the NOS. Particularly this approach will allow trainees to demonstrate full understanding of legal, regulatory requirements; Standard operating Procedures; communication and teamwork; person-centre cared; health and safety requirements; and up to date knowledge of all policies and procedures. It is anticipated that assessment will be holistic across the units, making use of workplace observations, to ensure the trainee implements their knowledge and demonstrates competence across the NOS KSBs.

Recognition team’s commentary.
Learning outcome met? Yes ☒ No ☐
The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM19</th>
<th>Prepare aseptic products</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.</td>
<td></td>
</tr>
</tbody>
</table>

How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught

Provider’s commentary
Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

The underpinning knowledge units would be delivered by guided learning (ie. in a classroom environment). This would also include independent study by the learner where appropriate. Again, how the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.
This qualification includes 4 core units and a choice of 2 out of 4 role-specific units to ensure coverage of the National Occupational Standards.

**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Preparation and Manufacturing of Medicines and Pharmaceutical Products (Unit 8) LO1, LO2, LO3, LO4, LO5

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

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**Recognition team’s commentary.**

Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM20</th>
<th>Prepare documentation and materials for the manufacture and assembly of medicinal products</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.</td>
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</tbody>
</table>

**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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### How the course/qualification assesses whether the trainee achieves this outcome

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Preparation and Manufacturing of Medicines and Pharmaceutical Products (Unit 8) LO1, LO2, LO3, LO4, LO5

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**Recognition team’s commentary.**

**Learning outcome met?** Yes ☒ No ☐

The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM21</th>
<th>Prepare documentation and materials for the production of aseptic products</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.</td>
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</tbody>
</table>

**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.
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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Preparation and Manufacturing of Medicines and Pharmaceutical Products (Unit 8) LO1, LO2, LO3, LO4, LO5

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

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**Recognition team’s commentary.**

**Learning outcome met?** Yes ☒ No ☐

The team agreed that this outcome would be met

PHARM23

Check documentation and materials prior to the preparation of aseptic products

NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.

**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers.
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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Preparation and Manufacturing of Medicines and Pharmaceutical Products (Unit 8) LO1, LO2, LO3, LO4, LO5

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**Recognition team’s commentary.**

Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM25</th>
<th>Supply dressings and appliances</th>
</tr>
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<tbody>
<tr>
<td>NOS partly used to cover identified LOs. Both units are optional. Therefore, learners will only cover this NOS if they choose one or both of these optional units.</td>
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**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**
Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO5
- Over the Counter Sales of Medicines and Medicinal Products (Unit 7) LO1, LO2, LO4

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

Assessment arrangements will be in line with the assessment principles outlined in the qualification guide and the unit assessment strategy. Assessment would be subject to internal verification and external quality assurance, in line with each Awarding Organisation’s policies and procedures.

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**Recognition team’s commentary.**

Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM28</th>
<th>Undertake the final accuracy check of dispensed medicines and products</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.</td>
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</tbody>
</table>
**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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This qualification includes 4 core units and a choice of 2 out of 4 role-specific units to ensure coverage of the National Occupational Standards.

**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO4

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

Assessment arrangements will be in line with the assessment principles outlined in the qualification guide and the unit assessment strategy. Assessment would be subject to internal verification and external quality assurance, in line with each Awarding Organisation’s policies and procedures.

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**Recognition team’s commentary.**

**Learning outcome met? Yes ☒ No ☐**

The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM29</th>
<th>Retrieve and reconcile information about an individual’s medicines</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will</td>
</tr>
</tbody>
</table>
only cover this NOS if they choose this optional unit.

<table>
<thead>
<tr>
<th>How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provider’s commentary</td>
</tr>
<tr>
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<td>This qualification includes 4 core units and a choice of 2 out of 4 role-specific units to ensure coverage of the National Occupational Standards.</td>
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<table>
<thead>
<tr>
<th>How the course/qualification assesses whether the trainee achieves this outcome</th>
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</thead>
<tbody>
<tr>
<td>Provider’s commentary</td>
</tr>
<tr>
<td>This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.</td>
</tr>
<tr>
<td>• Over the Counter Sales of Medicines and Medicinal Products (Unit 7) LO1,LO2, LO3, LO4</td>
</tr>
<tr>
<td>Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.</td>
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</tr>
</tbody>
</table>

| Recognition team’s commentary. |
| Learning outcome met? Yes ☒ No ☐ |
| The team agreed that this outcome would be met |

| PHARM32 | Assist in the issuing of prescribed items |
NOS partly used to cover identified LOs. Both units are optional. Therefore, learners will only cover this NOS if they choose one or both of these optional units.

**How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught**

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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This qualification includes 4 core units and a choice of 2 out of 4 role-specific units to ensure coverage of the National Occupational Standards.

**How the course/qualification assesses whether the trainee achieves this outcome**

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Dispensing and Supply of Medicines and Medicinal Products (Unit 5) LO1, LO5
- Managing Pharmaceutical Stock (Unit 6) LO1, LO2, LO6

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

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**Recognition team’s commentary.**
Learning outcome met? Yes ☒ No ☐

The team agreed that this outcome would be met

<table>
<thead>
<tr>
<th>PHARM33</th>
<th>Order medicines and products for individuals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NOS partly used to cover identified LOs. Optional unit. Therefore, learners will only cover this NOS if they choose this optional unit.</td>
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_How the course/qualification supports the trainee to achieve this outcome and where the learning outcome is taught_

**Provider’s commentary**

Open Awards’ approved centres (training providers) will deliver the skills learning outcomes / assessment criteria in the workplace and support the learner in assessment of this learning outcome. The provider will use practical tasks, role play and observation to support the learner to achieve this outcome. How the training is delivered will be determined by the individual training providers and will form part of their overall learning strategy.

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_How the course/qualification assesses whether the trainee achieves this outcome_

**Provider’s commentary**

This NOS has primarily been mapped to the following units which can be found in Appendix 1 Qualification Units.

- Managing Pharmaceutical Stock (Unit 6) LO1, LO2, LO3

Knowledge learning outcomes and unit will be assessed by an internally set and internally marked assignment to support the learner in assessment of this learning outcome.

Assessment arrangements will be in line with the assessment principles outlined in the qualification guide and the unit assessment strategy. Assessment would be subject to internal verification and external quality assurance, in line with each Awarding Organisation’s policies and procedures.

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## Recognition team’s commentary.

**Learning outcome met?** Yes ☒ No ☐

The team agreed that this outcome would be met