

AUSTRALASIAN COMPETENCY STANDARDS FRAMEWORK

For pharmacy technicians
in hospitals and health
services 2025



Pharmacy Technician Self-Assessment Template

Name: _____

Department/Organisation: _____

Date Completed: _____

How to use this self-assessment

This self-assessment template is designed to help you evaluate your competence across the six domains of the Australasian Competency Standards Framework for Pharmacy Technicians.

Choose Your Approach:

- **Complete All Domains:** Work through all 6 domains in one session
- **Work by Domain:** Complete one domain at a time, save the document, and return to complete additional domains

As you review each competency, ask yourself:

- "Do I perform this activity, as described in the competency standards, in my daily practice?"
- "What evidence could I offer to demonstrate that I can perform this activity?"
- "Do I want to improve or develop my practice in this particular area?"

This reflective process will help you identify areas of current strength, areas where development is needed, as well as areas you want to develop beyond your current competence. You will be able to formulate a professional development plan after completing this self-assessment.

Assessment Process:

1. For each competency, indicate if it's relevant to your current scope of practice (Yes/No)
2. If "Yes", rate your current competence level:
 - **Not Yet Competent:** Don't perform this yet or rarely meet the standard
 - **Developing:** Sometimes meet the standard, still building capability
 - **Competent (General Level):** Usually or always meet the standard
 - **Stage 2 / Stage 3:** Available only for extended scope competencies (marked with ⊗)
3. Document specific examples or evidence that demonstrate your competence

Note: Competencies marked with ⊗ (Extended Scope) have Stage 2 and Stage 3 levels available, representing areas where pharmacy technicians can develop advanced expertise beyond the General Level entry-level competency.

DOMAIN 1: Cultural Inclusion and Diversity

Standard 1.1-AU: Applies Aboriginal and Torres Strait Islander People's perspectives of health and wellbeing

Competency 1.1.1

Demonstrates awareness of Aboriginal and Torres Strait Islander culture, in particular health and wellbeing customs and beliefs

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.1.2

Shows awareness of health inequities experienced by Aboriginal and Torres Strait Islander Peoples within own community

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.1.3

Contributes to the delivery of healthcare services aimed at improving the health outcomes of Aboriginal and Torres Strait Islander Peoples

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 1.1–NZ: Applies Māori perspectives of health and wellbeing

Competency 1.1.1

Demonstrates awareness of Māori culture, in particular health and wellbeing values, customs, and beliefs

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.1.2

Describes the relevance of Te Tiriti o Waitangi to the provision of pharmacy services

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.1.3

Contributes to the delivery of healthcare services aimed at improving the health outcomes of Māori

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 1.2: Supports equity, diversity and inclusion

Competency 1.2.1

Treats all individuals with respect, kindness, compassion, and care

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.2.2

Recognises the importance of diversity and inclusion by identifying priority populations at risk of poor health outcomes

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.2.3

Recognises and responds appropriately to priority populations to facilitate equitable health outcomes

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 1.3: Provides culturally safe and responsive care

Competency 1.3.1

Respects that values, attitudes, and beliefs differ across cultures

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 1.3.2

Considers cultural differences when planning, implementing and evaluating health care

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

DOMAIN 2: Professionalism and Ethics

Standard 2.1: Applies principles of professionalism

Competency 2.1.1

Upholds professional role as a pharmacy technician

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 2.1.2

Accepts responsibility and accountability for own actions

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 2.2: Practices legally

Competency 2.2.1

Applies legal requirements as per national/state/territory law relevant to practice setting

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 2.2.2

Applies principles of patient privacy and confidentiality when undertaking practice

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 2.3: Practices ethically

Competency 2.3.1

Applies ethical principles that underpin the workforce when undertaking individual practice

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 2.3.2

Manages ethical issues in practice

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 2.4: Possesses professional knowledge and skills

Competency 2.4.1

Adopts a scope of practice consistent with defined competence

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 2.4.2 ⊗ (Extended Scope)

Applies core practice knowledge required of role

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 2.4.3

Maintains professional practice knowledge through ongoing professional development

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

DOMAIN 3: Communication and Collaboration

Standard 3.1: Communicates effectively

Competency 3.1.1 ⊗ (Extended Scope)

Uses appropriate communication skills

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 3.1.2

Adapts communication style to suit the situation

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 3.1.3

Confirms effectiveness of communication

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 3.2: Applies interpersonal communication skills

Competency 3.2.1

Manages conflict in a professional way

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 3.2.2

Considers others' perspectives when seeking compromise or consensus on a decision

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 3.3: Establishes and maintains collaborative working relationships

Competency 3.3.1 ⊗ (*Extended Scope*)

Engages in teamwork to provide best patient care

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 3.3.2

Shows commitment to and promotes interprofessional practice

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 3.4: Utilises communication systems

Competency 3.4.1

Identifies and utilises appropriate digital technology to facilitate safe and effective communication

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 3.4.2

Records and stores information in a manner that is effective, safe and efficient

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 3.4.3

Identifies potential impacts of new technologies on communication

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

DOMAIN 4: Medicines Management and Patient Care

Standard 4.1: Obtains information from and provides information to patients for shared decision-making

Competency 4.1.1 ⊗ (Extended Scope)

Obtains relevant health and medicine information from the patient

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 4.1.2 ⊗ (Extended Scope)

Assesses patient medicine requirements and formulates appropriate plan

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 4.1.3

Ensures patient is included in discussions related to medicine issues and works to resolve these

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.1.4 ⊗ (Extended Scope)

Provides medicines information to patients to ensure safe and proper use

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Standard 4.2: Safely and effectively prepares medicines for supply**Competency 4.2.1**

Receives and interprets a medicine order and/or prescription

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.2.2

Accurately and safely dispenses medicines and supplies medicines

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.2.3

Collaborates with pharmacists to ensure effective and safe medicine supply where appropriate

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.2.4 ⊗ (Extended Scope)

Compounds/prepares medicines

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Standard 4.3: Manages product inventory

Competency 4.3.1

Ensures accurate selection and safe, secure, and appropriate storage of medicines

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.3.2

Ensures inventory procedures are followed to maximise efficiency and minimise waste

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.3.3

Identifies medicine availability issues and collaborates with others to resolve these issues

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.3.4

Ensures safe return and/or disposal of recalled, expired, and unusable products

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 4.4: Supports safe and quality use of medicines

Competency 4.4.1 ⊗ (Extended Scope)

Follows established policies and procedures ensuring medicine is delivered safely to patients

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 4.4.2

Identifies trends in medicine use to more effectively manage medicines

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 4.4.3

Acts to optimise health outcomes by identifying, mitigating, and reporting potential sources of error

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

DOMAIN 5: Leadership and Management

Standard 5.1: Leadership of self

Competency 5.1.1

Applies reflective skills to inform and improve practice

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 5.1.2

Displays self-motivation

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 5.1.3 ⊗ (*Extended Scope*)

Acts as a role model and works to motivate others

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 5.1.4 ⊗ (Extended Scope)

Effectively plans and prioritises professional contributions

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 5.1.5

Prioritises own mental, physical, and social wellbeing

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Standard 5.2: Leadership of others

Competency 5.2.1

Works within workplace and organisational structure

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 5.2.2 ⊗ (Extended Scope)

Undertakes change-management processes

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 5.2.3 ⊗ (Extended Scope)

Considers human resource requirements

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 5.2.4 ⊗ (Extended Scope)

Contributes to development of others

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 5.2.5

Promotes awareness and support of the mental, physical, and social wellbeing of others

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

DOMAIN 6: Education and Research

Standard 6.1: Participates in education and training

Competency 6.1.1

Undertakes education and training required for their role

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level)

Evidence/Examples:

Competency 6.1.2 ⊗ (Extended Scope)

Provides education and training

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Standard 6.2: Incorporates research into practice

Competency 6.2.1 ⊗ (Extended Scope)

Applies research principles and evidence-based information to practice

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Competency 6.2.2 ☒ (Extended Scope)

Uses audit and qualitative improvement processes to suggest and manage changes to systems and processes

Relevant to my scope? ☐ Yes ☐ No

If Yes, Competence Level: ☐ Not Yet Competent ☐ Developing ☐ Competent (General Level) ☐ Stage 2 ☐ Stage 3

Evidence/Examples:

Professional Development Plan Summary

Use your self-assessment responses to identify your current strengths, areas for development, and competencies you want to develop beyond your current level. This will form the basis of your continuing professional development (CPD) plan.

Areas of Current Strength

Competencies where you consistently meet the standard and have strong evidence of competence

Priority Areas for Development

Competencies where you rarely or only sometimes meet the standard, or that are newly relevant to your role

Areas to Develop Beyond Current Competence

Competencies where you want to progress to Stage 2 or Stage 3, or extend your scope of practice

Planned Actions & Timeline

Specific learning activities, training, or experiences you will undertake, with target completion dates

Review Date
