

Queensland Health
Practice Plan -
Aboriginal and Torres Strait Islander
Health Practitioner

Medicines and Poisons (Medicines) Regulation 2021
Version 1. Form MPMR-SCH3

Purpose

The purpose of this Practice Plan is to provide a framework for the clinical practice, supervision, and the utilisation of scheduled medicine authorities of the Aboriginal and Torres Strait Islander Health Practitioner in Queensland. The Aboriginal and Torres Strait Islander Health Practitioner and the clinical supervisor who is primarily responsible for supervising the Aboriginal and Torres Strait Islander Health Practitioner's practice will together develop the Practice Plan **to define the practitioner's individual scope of practice specific to their employed position.**

The Practice Plan template is in an approved form and must not be changed. All sections must be completed in full. Additional documents may be attached as addendum.

Completion of the Practice Plan in the approved form is required under the *Medicines and Poisons Act 2019* for Aboriginal and Torres Strait Islander Health Practitioners to lawfully use scheduled medicines authorities under the *Queensland Medicines and Poisons (Medicines) Regulation 2021* Schedule 3 Part 1 and under the *Extended Practice Authority - Aboriginal and Torres Strait Islander Health Practitioners*.

Offences and penalties under the *Medicines and Poisons Act 2019* will apply if the Aboriginal and Torres Strait Islander Health Practitioner uses scheduled medicines without a completed and current approved Practice Plan.

The *Guide to completing the Aboriginal and Torres Strait Islander Health Practitioner Practice Plan* is to be used to assist in the development process.

Personal information collected by the employing service provider is handled in accordance with:

- For Queensland Hospital and Health Services - the *Information Privacy Act 2009 (Qld)*.
- For Aboriginal and Torres Strait Islander Community Controlled Health Services (ACCHS) – the *Privacy Act 1998 (Cth)*.

Privacy Notice – (an ACCHS is to delete the section below and insert a Privacy Notice in line with the organisation's Privacy Policy)

Personal information collected by the Department of Health and Hospital and Health Services is handled in accordance with the *Information Privacy Act 2009 (Qld)*. By you completing the Practice Plan in the approved form, the employing Hospital and Health Service is collecting your personal information in accordance with the *Medicines and Poisons (Medicines) Regulation 2021*.

The completion of the Practice Plan is required for Aboriginal and Torres Strait Islander Health Practitioners to lawfully use scheduled medicines authorities under the *Medicines and Poisons (Medicines) Regulation 2021* and the *Extended Practice Authority - Aboriginal and Torres Strait Islander Health Practitioners*. Offences and penalties under the *Medicines and Poisons Act 2019* will apply if the Aboriginal and Torres Strait Islander Health Practitioner uses scheduled medicines without a completed and current approved Practice Plan.

All personal information will be securely stored and only accessible by appropriately authorised Department of Health and Hospital and Health Service employees or their agents. The personal information recorded in the Practice Plan will only be made available to:

- The individual Aboriginal and Torres Strait Islander Health Practitioner as a record of their individual scope of practice and for their communication purposes.
- Clinicians with supervisory responsibility for the individual Aboriginal and Torres Strait Islander Health Practitioner's practice to inform the expectations and requirements of the supervisory relationship.
- The individual Aboriginal and Torres Strait Islander Health Practitioner's operational manager to inform workload management, professional supervision and support.
- The Hospital and Health Service delegate/s with responsibility for the endorsement of the Practice Plan, and supporting administration staff, for the purposes of the endorsement of the Practice Plan.
- Other employees of the Hospital and Health Service as required for the delivery of relevant services, for quality improvement activities, and to inform Aboriginal and Torres Strait Islander Health Practitioner education.
- Individuals engaged by the Department of Health and/or the employing Hospital and Health Service to undertake the evaluation of the Aboriginal and Torres Strait Islander Health Practitioner role in Queensland.

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Personal information recorded in the Practice Plan will not be disclosed to any third parties without the consent of the Aboriginal and Torres Strait Islander Health Practitioner, unless required or authorised by law.

For information about how the Department of Health and Hospital and Health Services protect your personal information and your rights to access your own personal information, please refer to the Queensland Health website at www.health.qld.gov.au.

Clinical Governance

The Aboriginal and Torres Strait Islander Health Practitioner Practice Plan will be used in accordance with the Aboriginal and Torres Strait Islander Health Practitioner Clinical Governance Guideline and relevant legislation, regulation, policy, extended practice authority and health management protocols.

1. Practice Plan Date

This Practice Plan will be reviewed at least every 12 months.

The Practice Plan may also be reviewed at any time including following a change in registration status, change of practice scope required by the employer or the completion of additional qualifications and/or experience, as agreed between the clinical supervisor and Aboriginal Torres Strait Islander Health Practitioner.

Start Date:

Review Date:

Review Date:

Review Date:

2. Personal details

Record details of the Aboriginal and Torres Strait Islander Health Practitioner for whom this Practice Plan is written, their clinical supervisor and operational manager.

Practitioner name:

Practitioner contact:

Primary Practice Location/s:

Registration Number:

Registration
Conditions/Undertakings/Notations:

N/A

Qualifications:

Clinical supervisor name:

Clinical supervisor position title:

Clinical supervisor contact:

Operational manager name:

Operational manager position title:

Operational manager contact:

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3. Individual scope of practice

The Aboriginal and Torres Strait Islander Health Practitioner and clinical supervisor will discuss and determine the individual scope of practice, based on job description, competencies, authorisations, and the health care setting.

In this section, outline the broad parameters defining the practitioner's scope of practice. This is not intended to be a complete list of activities or responsibilities, but should be indicative of the types of activities that the practitioner may perform in their position.

4. Clinical supervision and consultation arrangements

Clinical supervision can range from direct/personal to indirect, and the level of clinical supervision required will be appropriate to the level of risk of the activity, the health care setting, and the capabilities and competency of the practitioner. The Aboriginal and Torres Strait Islander Health Practitioner is responsible and accountable for making a professional judgement about when an activity is beyond their capability or education, and for initiating consultation with their clinical supervisor and other members of the health care team as appropriate.

If the Aboriginal and Torres Strait Islander Health Practitioner Board of Australia has required a period of supervised practice as a condition of registration, arrangements for supervised practice must meet the board's Supervision and reporting guidelines for Aboriginal and Torres Strait Islander Health Practitioners.

In this section, outline the agreed consultation and supervision arrangements that will be in place for the implementation period of the Practice Plan.

Are there activities that require direct/personal supervision (i.e. direct observation)? Yes No

Details of the activity that will be undertaken only under direct supervision:

Are there activities where indirect supervision is acceptable?

(i.e. Where the clinical supervisor is accessible but not directly observing practice) Yes No

Details of the activity that can be undertaken under indirect supervision:

Activity/circumstances that always require immediate consultation and with whom:

Activity that will be undertaken only after consultation and with whom:

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A clinical supervisor with primary responsibility for supervising the Aboriginal and Torres Strait Islander Health Practitioner's practice will have the clinical leadership skills to support the supervision, clinical review, and professional development of the Aboriginal and Torres Strait Islander Health Practitioner. It will be necessary to discuss the supervision arrangements and the clinical review structure to agree the most appropriate and transparent processes for the duration of the Practice Plan.

Additional Information:

- clinical supervision structure, including frequency of meetings and clinical review.
- arrangements for access to consultation and supervision when the primary clinical supervisor is not available

5. Scheduled medicines use – Isolated Practice Areas only

N/A

Aboriginal and Torres Strait Islander Health Practitioners working in Hospital and Health Services and Aboriginal and Torres Strait Islander Community Controlled Health Services within defined isolated practice areas, are authorised under the Queensland Medicines and Poisons (Medicines) Regulation 2021 in accordance with the Extended Practice Authority - Aboriginal and Torres Strait Islander Health Practitioners and the Practice Plan to:*

- Give a treatment dose and administer S2 and S3 medicines
- Give a treatment dose and administer an S4 medicine on a prescription from a medical practitioner, nurse practitioner, or dentist
- Administer box jellyfish antivenom, S4 ipratropium, S4 salbutamol, in an emergency
- Administer S4 fluoride varnish if oral health is in scope
- Administer an S8 medicine on a prescription from a medical practitioner or nurse practitioner
- Package or repackage a medicine for a treatment dose
- Give a purchase order to buy and possess stock of a medicine
- Dispose of waste from a diversion-risk medicine* (see Medicines and Poisons (Medicines) Regulation 2021 Chapter 4, Part 11)

in line with relevant health management protocols.

*(*as defined in the Medicines and Poisons (Medicines) Regulation 2021)*

This authority will be utilised only within the context of the practitioner's employed position.

Individual practice must be within any conditions, undertakings, or notations on the practitioner's registration and in accordance with the practitioner's assessed competence.

In this section, tick the appropriate response and provide additional information, if required. Additional information in relation to specific restrictions on practice is to be outlined in Section 6.

S2 and S3 medicines Administer Give a treatment dose[^] With restrictions

S4 medicines~ Buy Possess Administer Give a treatment dose[^] With restrictions
 Administer fluoride varnish (only if in scope in Section 3)
 Dispose of waste from diversion-risk medicines

S8 medicines Buy Possess Administer With restrictions
 Dispose of waste from diversion-risk medicines



Process to obtain an instruction to administer or give a treatment dose and how a record of who gave the instruction is to be made
Processes to dispose of S8 and other diversion-risk medicines (see regulation Chapter 4 Part 11):
Additional Information:
<i>^Note Aboriginal and Torres Strait Islander Health Practitioners may not supply in Weipa Town Authority</i>

6. Individual practitioner scheduled medicines restrictions – Isolated Practice Areas only

N/A

*For an individual practitioner, the following **additional** scheduled medicines **restrictions** apply:*

Medicine Schedule	Name of medicine	Nature of restriction e.g. level of supervision required; clinical setting; patient type
Schedule 2		
Schedule 3		
Schedule 4		
Schedule 8		

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7. Practice referrals

The Aboriginal and Torres Strait Islander Health Practitioner and clinical supervisor will discuss and agree an appropriate referral processes, considering the individual scope of practice of the practitioner and the clinical setting (including referral following oral health assessment and/or treatment). The clinical assessment process for determining the need for referral is outlined in the relevant health management protocol.

In this section, outline the local referral processes that should be followed.

Agreed referral process/pathway (including for serious, severe and/or deteriorating health conditions):

8. Supervision of Aboriginal and Torres Strait Islander Health Practitioner students N/A

Aboriginal and Torres Strait Islander Health Practitioners may provide clinical and practice supervision for Aboriginal and Torres Strait Islander Health Practitioner students during the completion of their training within the workplace. Supervision may only be provided for student practice that is within the Aboriginal and Torres Strait Islander Health Practitioner's individual scope of practice.*

**Under the Medicines and Poisons (Medicines) Regulation 2021, a student is defined as a 'trainee'*

In this section, identify if the Aboriginal and Torres Strait Islander Health Practitioner (for whom this Practice Plan is written) may supervise students and the scope of the supervision to be provided:

Settings in which student supervision may be provided:

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Activities for which student supervision may be provided:

Can the Aboriginal and Torres Strait Islander Health Practitioner provide direction to an Aboriginal and Torres Strait Islander Health Practitioner 'trainee' for the possession of scheduled medicines, in line with the individual practitioner's scope as outlined in this Practice Plan (including sections 5 and 6):

Can the Aboriginal and Torres Strait Islander Health Practitioner provide personal supervision to an Aboriginal and Torres Strait Islander Health Practitioner 'trainee' in the administration of scheduled medicines, in line with the individual practitioner's scope as outlined in this Practice Plan (including sections 5 and 6):

		Schedule 2 medicines	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
		Schedule 3 medicines	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
Schedule 4 medicines	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Schedule 4 medicines	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
S4 Fluoride varnish	Yes <input type="checkbox"/>	No <input type="checkbox"/>	S4 Fluoride varnish	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Schedule 8 medicines	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Schedule 8 medicines	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

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9. Agreement			
Aboriginal and Torres Strait Islander Health Practitioner name:			
I understand and agree to all information within this Practice Plan			Yes <input type="checkbox"/> No <input type="checkbox"/>
I have read and accept the Privacy Notice			Yes <input type="checkbox"/> No <input type="checkbox"/>
I consent to this information being used for supervision, service delivery, quality improvement, education and evaluation purposes as outlined in the Privacy Notice			Yes <input type="checkbox"/>
<input type="checkbox"/> No <input type="checkbox"/>			
Signed:		Date:	
		Date:	
		Date:	
Clinical supervisor name:			
I understand and agree to all information within this Practice Plan			Yes <input type="checkbox"/> No <input type="checkbox"/>
Signed:		Date:	
		Date:	
		Date:	
Endorsing organisational delegate name:			
I understand and agree to all information and endorse this Practice Plan			Yes <input type="checkbox"/> No <input type="checkbox"/>
Organisational delegate title:			
Signed:		Date:	
10. Addendum:			
1			
2			

11. Guiding Legislation, Protocols and Guidelines

The links below provide relevant regulation and governance for the Aboriginal and Torres Strait Islander Health Practitioner and clinical supervisor and the documentation of the practice scope in this Practice Plan. (Links to be inserted)

Queensland state-wide:

Guide to completing the Aboriginal and Torres Strait Islander Health Practitioner Practice Plan

Queensland Health Aboriginal and Torres Strait Islander Health Practitioner Clinical Governance Guideline

Medicines and Poisons (Medicines) Regulation 2021

Extended Practice Authority - Aboriginal and Torres Strait Islander Health Practitioners

Primary Clinical Care Manual

Chronic Conditions Manual: Prevention and Management of Chronic Conditions in Australia

Other (may include local protocols and guidelines):