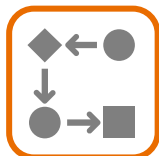




Training Pathways are a key tool organisations can use to reduce medicines errors.

By enabling staff and Managers to become trained, informed and competent in their roles, medicines errors can be reduced.

We have set out how Training Pathways can help your organisation below.



What is a Training Pathway?

A Training Pathway is an effective way to document what training an individual needs to be able to be competent and confident in administering medicines.



Who Should Follow a Training Pathway?

Training Pathways should be available for every member of staff within your organisation.

Whilst Managers and senior staff will be following a different pathway to more junior staff, each level of staff member should have a coherent pathway to follow to lead them to their desired training outcomes.



Why Have Training Pathways?

The purpose of a Training Pathway is to provide:

- 1 Visibility and clarity on the training required for each type of staff member within your organisation
- 2 Focus for staff to take responsibility and accountability for their own training journey
- 3 Peace of mind that training is being undertaken and prioritised
- 4 Evidence of compliance with the Regulator



How Will Training Pathways Help Reduce Medicines Errors?

By providing staff with a clear Training Pathway, and ensuring they complete all required steps within that pathway, staff will:

- ✓ Be confident and competent in administering medicines
- ✓ Have knowledge and understanding of particular conditions, medicines and procedures used within the organisation
- ✓ Understand the importance of reporting medicines errors to be able to learn from them
- ✓ Feel empowered to be open and honest about any medicines errors that have occurred

Managers and senior staff will:

- ✓ Understand how to engender a culture of openness and transparency
- ✓ Develop skills to identify, assess and take action to prevent medicines errors
- ✓ Feel confident in their own medicines knowledge to be able to support staff effectively

By developing a trained workforce, creating a culture of openness and learning from any medicines errors that do arise, organisations can reduce medicines errors over time to keep the people they support, safe.

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