



PUBLIC PROGRAM GUIDE

NDIS Medication Workforce Capability Program Guide

Clinical education, Clinical Nurse-led competency
verification and organisational reporting

NATIONALLY AVAILABLE | VIRTUAL DELIVERY | CLINICALLY LED

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WHY THIS PROGRAM

Capability requires more than training completion

Medication support is a high-risk workforce responsibility. Education builds knowledge; provider leadership also needs practical evidence that workers can apply that knowledge safely and consistently within organisational systems.

The NDIS Medication Workforce Capability Program combines clinically developed learning, Clinical Nurse-led competency verification and organisational reporting. It gives providers a structured pathway from learning through to practical verification, documented outcomes and continuing capability maintenance.

Designed for provider leadership

Supports organisations seeking clearer visibility of medication workforce capability, verification outcomes and areas requiring follow-up.

Designed for workers

Connects medication knowledge with practical simulation, documentation, escalation and participant-centred communication.

Nationally available

Virtual delivery enables dispersed workforces to participate without the cost and disruption of clinician travel.

Clinically led

Competency verification is undertaken by appropriately qualified Registered Nurses registered with AHPRA.

INFORMED BY THE NDIS FRAMEWORK

The program is informed by the NDIS Practice Standards and Quality Indicators, including Management of Medication, Human Resource Management, Risk Management, Quality Management and Incident Management.

Important

The program does not assess or certify organisational compliance with the NDIS Practice Standards. It provides independent clinical evidence of workforce capability that may contribute to a provider's broader governance, quality and continuous-improvement systems.

How the program works - and what you receive

A structured six-step pathway connects learning, practical verification and governance evidence.

01	Confirm the workforce pathway Medecs confirms learner numbers, delivery configuration, existing learning and organisational requirements.
02	Complete prerequisite learning Workers complete the clinically developed Academy online medication management course or another pathway accepted by Medecs.
03	Prepare for verification Learners receive session instructions and the practical demonstration kit required for virtual simulation.
04	Complete Clinical Nurse-led verification Workers undertake structured simulation, questioning, documentation and incident-response activities.
05	Receive capability evidence Medecs provides individual outcomes, competency records and organisational reporting.
06	Maintain capability Refresher and reassessment pathways help organisations keep workforce capability visible and current.

STANDARD ORGANISATIONAL OUTPUTS

Individual competency outcome documentation | Competency Verification Certificates | Individual Verification Records | Medication Competency Verification & Governance Report

Practical evidence grounded in workplace responsibilities

Verification is designed to explore whether workers can apply medication knowledge in practical situations - not simply recall course content.

Practical simulation

Structured demonstration activities using a learner kit and realistic medication-support scenarios.

Clinical questioning

Questions explore understanding of medication effects, side effects, incidents, escalation and worker responsibilities.

Documentation activities

Workers demonstrate how they interpret and complete medication records and respond to omissions, refusals and discrepancies.

Participant-centred communication

Verification considers respectful communication, consent, choice and appropriate escalation within the worker's role.

A distinctive organisational approach

Where practical and appropriately de-identified, verification can incorporate copies of your organisation's own medication systems. This helps workers demonstrate capability using the same types of documentation and governance processes they encounter in everyday practice.

**Medication
Administration Policy**

**Medication
Administration Record**

**Medication profile and
procedures**

Protecting participant information

Medecs will confirm the documentation required for the agreed verification pathway. Organisations should provide only information necessary for delivery and must remove participant-identifying and unnecessary health information unless a secure, authorised clinical process has been expressly agreed.

From individual outcomes to organisational visibility

The program produces structured evidence that can assist workforce oversight, planning, reassessment and continuous improvement.

Individual outcome

A clear competency verification outcome for each worker completing the agreed verification activities.

Verification record

A structured record of the worker's verification pathway and observed outcome.

Certificate

A Medication Competency Verification Certificate is issued where the required outcome is achieved.

Organisational report

The provider receives a Medication Competency Verification & Governance Report summarising workforce outcomes and clinically informed observations.

The reporting can help provider leadership:

- maintain visibility of medication education and verification outcomes
- identify workers requiring further learning, support or reassessment
- inform workforce planning and refresher scheduling
- support medication governance and continuous-improvement discussions
- retain documented workforce capability evidence for relevant external review processes

Clinical oversight turns training activity into evidence leaders can act on.

Designed around real workforces

The program is delivered virtually across Australia and can support individual workers, paired learners and staged organisational rollouts.

Self-paced prerequisite learning

Workers complete online learning before their scheduled verification session.

Virtual Clinical Nurse-led verification

Live delivery retains clinical interaction, demonstration, questioning and feedback without requiring travel.

Individual or paired model

The standard paired model supports two workers to participate in one verification session. An individual option is also available.

Enterprise rollout planning

Larger organisations can discuss staged implementation, scheduling, reporting and workforce capability planning.

Refreshers and reassessment

Medication capability should remain visible after initial verification. Medecs can support annual refresher verification, targeted reassessment and additional learning where workforce roles, organisational systems or identified capability needs change.

The appropriate interval and pathway should be determined by the provider with regard to participant needs, worker roles, organisational policy, incidents, identified risks, changes in practice and applicable requirements.



INDICATIVE INVESTMENT

A complete capability pathway from approximately \$290 + GST per worker

The indicative amount below applies when two learners complete the standard paired verification pathway.

Academy online medication management course	\$80 + GST per learner
Learner demonstration kit	\$20 + GST per learner
Clinical Nurse-led verification session - two learners	\$380 + GST per pair
Equivalent complete paired pathway	Approximately \$290 + GST per learner
Individual learner pathway	Approximately \$305 + GST per learner
Annual refresher verification session - two learners	\$285 + GST per pair

Workforce partnership pricing

Workforce volume	Partnership discount
1-20 learners	Standard pricing
21-50 learners	5%
51-100 learners	10%
101-200 learners	15%
200+ learners	Custom enterprise pricing

Discounts do not apply to learner kits. High-risk or complex healthcare medication assessment and customised enterprise arrangements are priced on application. Final pricing depends on workforce size, delivery configuration, existing learning and organisational requirements.

IMPLEMENTATION

Ready to strengthen medication workforce capability?

Medecs will help your organisation confirm the appropriate pathway, implementation approach and tailored investment.

Speak with the Medecs team to:

- discuss your workforce profile and medication-support responsibilities
- confirm prerequisite learning and verification requirements
- plan individual, paired or staged workforce delivery
- request volume or enterprise partnership pricing
- discuss refresher, reassessment and organisational reporting needs

REQUEST A TAILORED MEDICATION PROGRAM QUOTE

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Important information

This guide provides general information about the standard Medecs program. It is not legal, regulatory or clinical advice. Program configuration, verification scope, evidence requirements and pricing are confirmed in the organisation's proposal or service agreement.

The program does not assess or certify organisational compliance with the NDIS Practice Standards and does not replace an independent audit, organisational clinical governance, participant-specific assessment or professional advice.

NDIS framework reference

NDIS Quality and Safeguards Commission, NDIS Practice Standards and Quality Indicators, including Core Module - Provision of Supports Environment: Management of Medication. ndiscommission.gov.au

Medecs Learning

Clinical support. Workforce capability.

National clinical education, competency verification and workforce capability services for disability, aged care and community providers.