



# Australian Training Institute

(RTO # 30200)

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## Drug and Alcohol Testing (HLTPAT005 Collect specimens for drugs of abuse testing)

### Overview:

Our nationally accredited Drug and Alcohol Testing training course is designed to train people in how to conduct drug and alcohol testing in the workplace in a safe, legal, and ethical manner.

It is a requirement for anyone collecting urine or oral fluid samples to meet Australian Standards and to be trained as a collector per AS/NZS 4308:2008, AS 4760:2019, and AS 3547:2019.

The structure of the course includes:

- Outlining the responsibilities of a collector and the employee
- Detailing best practice principles to ensure privacy and confidentiality
- Duty of care, provision of information, fairness, and gender and cultural sensitivity
- Planning & conducting appropriate Drug & Alcohol testing activities
- Ensuring respectful communication regarding testing activities & outcomes
- Responding effectively to testing challenges including positive test results
- Providing testing in remote locations
- Dealing with refusal, or failure to undergo testing
- Outlining notification and record keeping requirements

### Pre-requisites:

For the **online** course, participants must have access to a computer with Microsoft Word to complete the theory component of the online training. Participants must also have a method of recording themselves (mobile phone, computer/laptop with webcam, tablet with camera etc.) to complete the video assessment portion of the course. As part of the video assessment conditions for this course, participants will need **three (3)** different 'clients' to test. These can be roleplayed by family, friends or colleagues, but three (3) different people must be tested.

### Licence & Regulatory Requirements:

It is industry standard that those who hold this unit complete refresher training every 2 years.

### Units of Competency:

On successful completion participants will be issued with a Statement of Attainment with the following unit:

HLTPAT005 Collect specimens for drugs of abuse testing

### Delivery method:

**Option 1:** 1 day classroom

**Option 2:** Online/self-paced with **3 months** from the date of enrolment to complete the course.

Support for the online option is done via email with an assessor. You can start your online training as soon as you complete payment for the course. You will have access to all your online learning resources and assessments via your online portal and can complete the theory at your own pace.

Please note for full completion of the course you will have to factor in the time required for your practical kit to arrive to you via post, as well as the time required for your practical submission to arrive to us by return post for marking by an assessor.

## **Fees and charges:**

Classroom: \$500

Online: \$500

Group bookings - please contact us for pricing

Fees include all assessments and resources required. Should a resubmission of any of the online practical assessments be required, a new student kit will need to be purchased. If you require an additional student kit a fee of \$75 will be applied.

## **Payment Plan**

A Zip payment plan is available for this course.



If you have a zip account and wish to set up a payment plan, please contact us on 07 3269 5005 and we will be happy to assist you.

## **When will my practical kit arrive?**

We estimate 1 - 4 business days (or 2-5 business days for rural areas) from the time your practical kit is dispatched for it to arrive. Please note you should allow up to 14 days for your practical kit to arrive as minor delays with mail services can occasionally occur.

## **More information:**

### **Refund, Cancellation and Transfer Policy**

Please take the time to familiarise yourself with our refund and cancellation policy on page 8 & 9 of our [Student Handbook](#). This handbook also includes more details on training and support services, as well as our terms and conditions.

**Note for international students – we are not CRICOS registered, please check your visa requirements for enrolment. We cannot accept international students who are on a student visa if your visa specifies that you must study with a CRICOS provider.**