

# An Apprenticeship for Primary Care Practice Assistants

Careerforce supports employers to implement workplace based training, enabling employees to achieve nationally recognised qualifications and deliver positive outcomes.

We have an exciting apprenticeship programme designed for Primary Care Practice Assistants to get recognition for their skills and experience. Funding options are available.

For further information, contact Sarah Orr at [sarah.orr@careerforce.org.nz](mailto:sarah.orr@careerforce.org.nz) or phone 021 294 9389.



"I know exactly what I should be doing and do it to the best of my ability, knowing I have a good team backing me. I work within my scope and if I'm not sure I'll always ask."



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CREDITS:  
120

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AVERAGE  
DURATION:  
18 months

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COST: \$2000  
(incl GST)

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## IDEAL FOR:

- Primary Care Practice Assistants
- Staff in clinical and administrative roles that support GP's and nurses

# New Zealand Certificate in Health and Wellbeing (Level 4)

## Primary Care Practice Assistance

### Qualification and programme overview

This qualification is delivered as an apprenticeship that is well-supported and resourced with a team of Apprenticeship Advisors providing pastoral care and support.

The Apprenticeship in Primary Care Practice Assistance gives your staff the training they need to undertake clinical and administrative tasks in a primary care practice.

Employees will learn how to perform routine clinical tasks under direction and delegation of a health professional and contribute to the effective functioning of primary care practice and quality systems.

### The Primary Care Practice Assistance programme includes developing the following core competencies:

- Engaging and communicating with people, family and/or whānau who are accessing primary care services, in a manner which respects their socio-cultural identity, experiences and self-knowledge.
- Relating the unique place Māori have as tangata whenua and knowledge of person-whanau interconnectedness to their own role.
- Actively contributing to a culture of professionalism, safety and quality within your primary care organisation.
- Understanding New Zealand's health and wellbeing challenges and the purpose and impact of their own role.
- Applying knowledge of primary care to support people, family and/or whānau, and your healthcare team.
- Gaining an in-depth knowledge of a condition, impairment, situation or issue and applying the new knowledge to support clients.
- Performing routine clinical tasks in a primary care practice setting under direction and delegating, and contributing to the effective functioning of primary care practice administration and quality systems.