



2027- Key Dates and Frequently Asked Questions (FAQs)

The following document summarises the key dates and frequently asked questions for the Monash University ACOP Training Program (MUATP) in 2027.

There will be TWO enrolment intakes for the Monash University ACOP Training Program (MUATP) in 2027.

The MUATP Learner and Supervisor Guide details the full terms and conditions of our program which can be requested by emailing pharmacy.microcredentials@monash.edu. A copy of this guide is also made available during the enrolment process. We request that all learners access and read this guide before completing the enrolment process.

What are the key dates for the MUATP program?

Intake 1- 04 Jan to 20 Dec 2027

Enrolment and Conclusion

Enrolments for ACOP training program open	Monday 4 Jan 2027
Enrolments for ACOP training program close	Monday 1 Mar 2027
Welcome and information night & Commencement of the ACOP training program	Tuesday 2 Mar 2027 7-8pm (AEDT)
ACOP training program concludes (Final assessment deadline)	Monday 20 Dec 2027

Note: Learners can commence the program once they have successfully enrolled.

Step 1 – Online learning (assessment dates)

To help ensure learners are prepared for the workshops and simulated assessments, we request that assessments associated with the online learning material are completed by the deadline below. Requests for extensions/special consideration must be made at least 2 working days prior to this deadline.

Online assessments due	Sunday 2 May 2027
------------------------	-------------------

Step 2a and 2b – Simulation Workshop and Assessment Dates

Step 2a – All workshops for the ACOP program are conducted online via Zoom.

Workshop 1: Aged Care Clinical Tasks	Thursday 6 May 2027	7-9pm (AEST)
Workshop 2: Clinical Governance	Thursday 13 May 2027	7-9pm (AEST)
Workshop 3: Transition of Care	Thursday 20 May 2027	7-9pm (AEST)

Step 2b – Simulated assessments

Following each workshop, learners will be asked to complete a related individual or group take home written assessment. This will be assessed by a member of the MUATP team. Learners will be provided at least one week to complete each assessment from the date assigned. Requests for extensions/special consideration must be made at least 2 working days prior to this deadline.

Step 3 – Experiential learning

Learners will be required to attend a two-day immersive placement at a Residential Aged Care Home (RACH). During the placement they will be assessed by an ACOP supervisor on their ability to conduct ACOP related tasks. Placements are typically scheduled between July and September. In addition to the placement, the learner will be required to:

- Attend and reflect on their experience of a Medication Advisory Committee (MAC) meeting. Our team will work with the learner to arrange a suitable MAC meeting to attend.
- Prepare a 10-minute Continuing Education (CE) presentation.
- Complete a written health promotion plan.



2027- Key Dates and Frequently Asked Questions (FAQs)

Intake 2 – 17 May 2027 to 30 Jun 2028

Enrolment and Conclusion

Enrolments for ACOP training program open	Monday 17 May 2027
Enrolments for ACOP training program close	Monday 12 July 2027
Welcome and information night & Commencement of the ACOP training program	Tuesday 13 July 2027 7-8pm (AEST)
ACOP training program concludes (Final assessment deadline)	Friday 30 June 2028

Note: Learners can commence the program once they have successfully enrolled.

Step 1 – Online learning (assessment dates)

To help ensure learners are prepared for the workshops and simulated assessments, we request that assessments associated with the online learning material are completed by the deadline below. Requests for extensions/special consideration must be made at least 2 working days prior to this deadline.

Online assessments due	Sunday 5 September 2027
------------------------	-------------------------

Step 2a and 2b – Simulation Workshop and Assessment Dates

All workshops for the ACOP program are conducted online via Zoom.

Workshop 1: Aged Care Clinical Tasks	Thursday 9 September 2027	7-9pm (AEST)
Workshop 2: Clinical Governance	Thursday 16 September 2027	7-9pm (AEST)
Workshop 3: Transition of Care	Thursday 23 September 2027	7-9pm (AEST)

Step 2b – Simulated assessments

Following each workshop, learners will be asked to complete a related individual or group take home written assessment. This will be assessed by a member of the MUATP team. Learners will be provided at least one week to complete each assessment from the date assigned. Requests for extensions/special consideration must be made at least 2 working days prior to this deadline.

Step 3 – Experiential learning

Learners will be required to attend a two-day immersive placement at a Residential Aged Care Home (RACH). During the placement they will be assessed by an ACOP supervisor on their ability to conduct ACOP related tasks. Placements are typically scheduled between October and March. Please note that no placement arrangements will be made between mid- December 2027 and first week of January 2028 due to staffing capacity and the University holiday closure.

In addition to the placement, the learner will be required to:

- Attend and reflect on their experience of a Medication Advisory Committee (MAC) meeting. Our team will work with the learner to arrange a suitable MAC meeting to attend.
- Prepare a 10-minute Continuing Education (CE) presentation.
- Complete written Health Promotion Activity Plan.

What if I am also completing the Monash University MMR Training Program at the same time as the ACOP training program?

Learners who are completing the Monash University MMR Training Program (MUMTP) at the same time as the ACOP training program should also consult the key dates for the MUMTP available from:

<https://www.monash.edu/pharm/future/courses/postgraduate/medication-management-review>



2027- Key Dates and Frequently Asked Questions (FAQs)

Frequently Asked Questions

If I complete this program, what credentials do I obtain?

The Monash University ACOP Training Program (MUATP) is designed to train generally registered pharmacists to develop the required knowledge, skills and attitudes to perform the role of the Aged Care On-site Pharmacist (ACOP).

Can I credit this microcredential to an award course?

The MUATP is also approved as a microcredential with Monash University. Microcredentials are short courses with assessment, that can lead to credit in an award program.

Learners who have completed the MUATP micro-credential may be eligible to apply for 6-credit points of credit towards an award course (subject to credit limits). Completion of the MUATP micro-credential is not a guarantee of admission into an award course. To enrol into a Monash Pharmacy Postgraduate award course, you must apply for and meet all published eligibility criteria. Please note that award courses have maximum credit limits and recency requirements for credit. You should check with the Program Coordinator to ensure you meet these requirements. If you are interested in this opportunity, please contact pharmacy.microcredentials@monash.edu

Who is eligible to enrol in this program?

The MUATP is offered to generally registered pharmacists with Ahpra (no conditions) who are currently completing the Monash University MMR Training Program (MUMTP) or who have previously completed the MUMTP or an alternative Australian Pharmacy Council (APC) accredited MMR training program. An eligible learner is permitted to complete the MUMTP and MUATP concurrently, however, the learner must successfully complete all assessments of the MUMTP before a completion certificate for the MUATP can be issued.

Are intern pharmacists eligible to enrol in this program?

No. The MUATP is only available to generally registered pharmacists with Ahpra (no conditions).

How much does the program cost?

The MUATP program costs \$1600 AUD* to complete. Please note that learners who have yet to complete an APC accredited MMR training program will also be required to complete the Monash University MMR Training Program (MUMTP).

*Please note that program fees are reviewed annually and are subject to change.

The additional cost of the MUMTP is:

- \$2000AUD* for those completing the entire MUMTP program (e.g. not a previously credentialed MMR pharmacist)
- \$850 AUD* for those eligible for the Recognition of Prior Learning (RPL) pathway for the MUMTP program (e.g. have previously been credentialed as an MMR pharmacist but have not completed an APC accredited MMR training program)

You can find out about the Monash University MMR Training Program including the criteria for the RPL pathway here - <https://www.monash.edu/pharm/future/courses/postgraduate/medication-management-review>

These are all one-off payments with no requirements for annual membership fees.



2027- Key Dates and Frequently Asked Questions (FAQs)

What are the potential enrolment options and cost?

For pharmacists **who have never been credentialed** to conduct MMRs or the ACOP role.:

Monash University MMR Training Program (MUMTP) \$2000* AUD	Monash University ACOP Training Program (MUATP) \$1600* AUD
--	---

These programs can either be completed concurrently (at the same time) or sequentially (complete our MMR program first and then our ACOP program)

OR

For pharmacists **who have previously been credentialed** to conduct MMRs but who have not yet completed an APC accredited MMR Training Program. Such pharmacists may be eligible for the recognition of prior learning (RPL) pathway of our MMR program:

Monash University MMR Training Program (MUMTP) \$850 AUD (discounted RPL pathway price)*	Monash University ACOP Training Program (MUATP) \$1600 AUD*
--	---

These programs can either be completed concurrently (at the same time) or sequentially (complete our MMR program first and then our ACOP program)

OR

For pharmacists **who have completed an APC accredited MMR Training Program** already:

APC accredited MMR program completed with alternative provider	Monash University ACOP Training Program (MUATP) \$1600 AUD*
---	---

Is there a Recognition of Prior Learning (RPL) pathway for the ACOP training program?

- No. Whilst there is an RPL pathway for our MMR training program, there is no RPL pathway for the ACOP training program.

How long does the program take?

- The MUATP comprises of 100 hours of learning and assessment.
- The MUATP includes a two-day placement at a Residential Aged Care Home (RACH) that learners must complete under the supervision of an approved pharmacist (i.e. ACOP supervisor).
- We estimate that the ACOP program will take most learners 3-4 months to complete. The MUATP is sequenced across three steps to ensure the progression of knowledge and skill development. The table below may help to contextualise the expected workload for the MUATP reading and assessment tasks.
- The MUATP is a competency-based program, therefore the learner will be marked as competent or not yet competent for all assessments. There is no percentage mark associated with assessment in this program.
- Learners are eligible to apply for special consideration/extensions within 2 working days of the assessment deadlines. We would encourage you to speak to our teaching team about any additional requirements you may have in advance.



2027- Key Dates and Frequently Asked Questions (FAQs)

Table: Expected workload for the MUATP reading and assessment tasks

Step	Activity	Approximate time commitment
Step 1: Completion of asynchronous online self-directed learning modules (42 hours) This step is predominantly self-paced. Learners will complete a series of self-directed online learning modules to learn more about the ACOP role and Aged Care System. Learners will also complete a series of online modules and reflective exercises to develop their cultural competence and clinical supervision skills.	Self-directed learning modules: Module 1: Aged Care in Australia (4 hours) Module 2: ACOP Clinical Tasks and Skills (4 hours) Module 3: Collaboration in Aged Care (4 hours) Module 4: Clinical Governance and Quality Use of Medicines (4 hours)	16 hours
	Evidence of completing Allies module in Indigenous Health – first steps and reflection on learning	8 hours
	Certificate of completion for Equip Aged Care Learning Cross Cultural Awareness module	1 hour
	Certificate of completion for Equip Aged Care Learning Person-Centred Care module	1 hour
	Certificate of completion of the – Electronic National Residential Medication Chart (eNRMC) module	1 hour
	Certificate of completion of the Monash University Clinical Educator Training Program (CETP) or equivalent clinical supervision course	15 hours
Step 2a: Simulation workshops (6 hours) Learners will engage in three TWO-hour online workshops facilitated by experts in aged care to practice tasks that are relevant to the ACOP role. These workshops will also prepare learners for the simulation assessments in Step 2b. These workshops will likely be conducted via Zoom online. Please see above for the workshop dates.	Workshop 1: Aged Care Clinical Tasks	2 hours
	Workshop 2: Clinical governance	2 hours
	Workshop 3: Transitions of Care	2 hours
Step 2b: Simulation assessments (22 hours) Following each workshop, learners will be asked to complete a related individual or group take home written assessment. This will be assessed by a member of the MUATP team. Learners will be given at least one week to complete each assessment from the date assigned.	Transitions of care assessment (written task) – Individual assessments	7 hours
	Group Policy/Procedure Assessment – Group assessment	8 hours
	Assigned (simulated) clinical resident cases assessment – Individual assessments	7 hours



2027- Key Dates and Frequently Asked Questions (FAQs)

Step 3: Work-integrated learning and competency assessment (30 hours) Learners will be required to attend a two-day immersive placement at a Residential Aged Care Home (RACH). During the placement they will be assessed by an ACOP supervisor on their ability to conduct ACOP related tasks. In addition to the placement, the learner will be required to attend and reflect on their experience of a Medication Advisory Committee (MAC) meeting. They will also need to prepare a 10-minute Continuing Education (CE) presentation and a written Health Promotion Activity Plan.	Evidence of compliance with organisational requirements for placement	---
	RACF placement related assessments: • Mini- Clinical Evaluation Exercise (MiniCEX) (x 3) • Written communication to another healthcare professional • Verbal communication to another healthcare professional • Verbal communication with resident/carer • Medicines Use Evaluation (MUE) Audit	16 hours (placement conducted over 2 days)
	Participation in a Medication Advisory Committee (MAC) assessment	2 hours (inclusive of attendance and completion of reflective component)
	Continuing Education (CE) Presentation	6 hours (inclusive of preparation and 10-minute presentation)
	Health Promotion Activity Plan	6 hours

How is the two-day placement arranged and who is eligible to be the ACOP supervisor?

A core component of MUATP is Work-Integrated Learning (WIL) and workplace-based competency assessments, whereby the learner is assessed on their competency to complete ACOP processes by a pharmacist with suitable experience in delivering clinical pharmacy services to a RACH (i.e., ACOP Supervisor).

This WIL component will be undertaken as a two-day placement in a RACH with an approved ACOP supervisor.

The MUATP team will assist with arranging a suitable RACH placement and ACOP supervisor. In exceptional circumstances, consideration will also be made to approve a supervisor of the learners choosing. The MUATP team will ultimately decide who is the most appropriate supervisor.

Learners are expected to arrange their own transport to the RACH placement. All ACOP supervisors must meet the following criteria.

Generally registered pharmacist with Ahpra (no conditions)

AND

- ACOP credentialed

OR

- MMR credentialed with at least 2 years' experience of clinical responsibilities for an aged care service

The ACOP supervisor is required to observe and assess the learner complete ACOP processes for residents of a RACH.



2027- Key Dates and Frequently Asked Questions (FAQs)

Am I considered a Monash University student by completing this program?

Learners in the MUATP are not enrolled students at Monash University and do not have student access to facilities and services, including Monash ID, Monash IT account, Library or learning resources that are licensed for enrolled students only. Learners are encouraged to consider joining our MMR & ACOP Pharmacist Network (see details below) which can provide access to online library resources.

What is the Monash University MMR & ACOP Pharmacist Network?

We encourage all learners enrolled in the MUATP to join our MMR & ACOP Pharmacist network. As part of the Pharmacist network, you will be provided affiliate access to Monash University. As an affiliate you will be able to access online library resources to support your role as an ACOP and your ongoing contribution to Monash University (e.g. online Australian Medicines Handbook Therapeutic guidelines, MIMS etc).

By joining the MMR & ACOP Pharmacist network, you will be agreeing to the following terms and conditions:

- Active participation in a community of practice Moodle site. This can include but is not limited to:
 - sharing continuing professional development opportunities with other Pharmacists (MMR or ACOP).
 - sharing your opinions/recommendations about de-identified cases .
 - sharing suggestions for future improvements (including topics of interest) to include in the MUATP or MUMTP.
 - contributing respectfully to online forum posts (without bullying, harassment, or breaches in confidentiality)
- Being available (once program completed) to supervise WIL for pharmacists completing placements/visits as part of our MMR (MUMTP) or ACOP (MUATP) programs (as a paid opportunity).

By joining the MMR & ACOP Pharmacist network, you are consenting to receive further communication related to courses of study available within the Faculty, such as updates to the MUATP, marketing opportunities relevant to the MUATP and information about further courses of study offered at the Faculty (including other microcredentials).

Monash University affiliate access is only granted for one year. Depending on an individual's contribution to the MMR & ACOP Pharmacist Network, consideration will be made to renew affiliate access. The Faculty reserves the right to cancel an individual's affiliate access at any time.

What is the refund policy?

If a learner does not abide by the conditions of the MUATP, the team reserves the right to cancel the participant's registration at any time and without a full refund of fees. If the team decides to cancel the MUATP, learners are entitled to a full refund of fees

Learners can apply in writing to withdraw from a course and obtain a refund:

- A full refund (100%) will be provided if you apply to withdraw at least 28 calendar days prior to the MUATP commencement date.
- A 50% refund will be provided if you apply to withdraw at least 14 calendar days prior to the MUATP commencement date.
- No refund will be provided if you apply to withdraw later than 14 calendar days prior to the MUATP commencement date.
- Note: in the event of late withdrawal, you may credit your registration fee to another date (same course) within two years of your original registration.

Any further questions?

Please feel free to contact us at pharmacy.microcredentials@monash.edu