Modification history

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| Release | Comments |
| Release 1 | This version released with FBP Food, Beverage and Pharmaceuticals Training Package Version 2.0. |

| FDFPHM3XXX | Operate a compressing process |
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| Application | This unit of competency describes the skills and knowledge required to set up, operate, adjust and shut down a compressing process.  The unit applies to individuals who are responsible for operating and monitoring a compressing press in a pharmaceutical manufacturing environment.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil |
| Unit Sector | Pharmaceutical (PHM) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare the compressing process for operation | 1.1 Confirm availability of materials to meet operating requirements  1.2 Identify and confirm cleaning and maintenance requirements and status  1.3 Use correctly fitted and appropriate personal protective clothing and equipment  1.4 Fit and adjust machine components and related attachments to meet operating requirements  1.5 Enter processing and operating parameters, to meet safety and production requirements  1.6 Check and adjust equipment performance  1.7 Conduct pre-start checks according to workplace requirements |
| 2. Operate and monitor the compressing process | 2.1 Start up and operate the compressing process  2.2 Monitor equipment to identify variations in operating conditions  2.3 Monitor the process to confirm that tablet products meet specifications  2.4 Identify out-of-specification product and rectify or report to appropriate personnel  2.5 Maintain work area according to workplace housekeeping standards  2.6 Conduct work according to environmental standards  2.7 Contain, remove and report spillages according to standard operating procedures (SOP)  2.8 Maintain workplace records in required format |
| 3. Shut down the compressing process | 3.1 Complete end-of-batch procedures according to batch instructions and SOP  3.2 Shut down the compressing process according to workplace procedures  3.3 Identify and report maintenance requirements in required format |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Reading | * Read and interpret standard operating procedures for the compressing process |
| Writing | * Complete records according to workplace guidelines using paper based and/or electronic media |
| Numeracy | * Determine type and number of tablets to be compressed |
| Navigate the world of work | * Apply workplace procedures to own role and responsibilities * Understand main tasks, responsibilities and boundaries of own role, including use of personal protective clothing and equipment, housekeeping standards and environmental care requirements * Maintain a clean and hazard free work area |
| Interact with others | * Report operational and safety information to relevant personnel using required communication method |
| Get the work done | * Solve routine problems according to workplace guidelines and using experience of past solutions |

| Range Of Conditions  This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. | |
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| Personal protective clothing and equipment must include: | * protective gown or scrubs * surgical masks * surgical gloves * disposable overshoes * hair net. |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FDFPHM3XXX Operate a compressing process | FDFPH2008A Operate a compressing process | Updated to meet Standards for Training Packages. Code changed to reflect AQF alignment. | Equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4> |

| TITLE | Assessment requirements for FDFPHM3XXX Operate a compressing process |
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| Performance Evidence | |
| An individual demonstrating competency in this unit must satisfy all the elements and performance criteria of this unit.  There must be evidence that, on at least one occasion, the individual has operated a compressing process, including:   * selected, fitted and used personal protective clothing and equipment * conducted pre-start checks on compressing equipment * started, operated, monitored and adjusted a tablet compressing process to achieve required outcomes, including monitoring control points and conducted inspections to confirm process remains within specification * taken corrective action in response to out-of-specification results * responded to and reported equipment failure according to workplace procedures * sorted, collected and disposed of waste according to workplace procedures * cleaned and sanitised equipment * completed workplace records in required format * maintained work area to meet workplace housekeeping standards * followed work health and safety procedures. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * the purpose and basic principles of a tablet compressing process * basic operating principles of equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation * services required and actions to take if services are unavailable * the purpose and characteristics of ingredients and raw materials used in tablet production * types of raw materials used in the encapsulation process and related handling and segregation requirements, including handling of hazardous goods * stages and changes which occur during compression of tablets * flow of the compressing process and the effect of outputs on downstream pharmaceutical processes * operating requirements and parameters and corrective actions required where operation is outside specified parameters * typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems * methods used to monitor a compressing process, including inspections, measuring and testing * inspection or test points (control points) in the process and related procedures and recording requirements * Good Manufacturing Practice (GMP) requirements associated with a compressing process and related control measures * product and process changeover procedures and responsibilities * work health and safety hazards and controls, including limitations of personal protective clothing and equipment * end-of-batch procedures, including procedures for calculating yield and materials reconciliation * product labelling responsibilities and procedures * requirements of different shutdowns, including emergency and routine shutdowns and procedures to follow in the event of a power outage * line clearance, cleaning and sanitation procedures * isolation, lock out and tag out procedures and responsibilities * procedures and responsibilities for reporting production and performance information * environmental issues and controls relevant to the compressing process, including waste collection and handling procedures * basic operating principles of process control, including the relationship between control panels and systems and physical equipment. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * a workplace setting or an environment that accurately represents workplace conditions * resources, equipment and materials: * personal protective clothing and equipment * compressing process and related equipment and services * sampling and testing equipment * materials required for the compressing process * cleaning materials and equipment associated with compressing process * specifications: * work procedures, including advice on safe work practices, GMP, quality and environmental requirements * information on equipment capacity and operating parameters * production schedule/batch instructions * specifications, control points and processing parameters * sampling schedules and test procedures * documentation and recording requirements and procedures, including labels * cleaning procedures associated with compressing process * relationships: * interactions with team members and supervisors or realistic scenarios or roleplays.   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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