

PHARMACY TECHNICIAN COURSE DESCRIPTIONS

OCCUPATIONAL COMPLETION POINTS AND PROGRAM LENGTH:

* Basic Healthcare Worker – OCP A –	90 Hours	<u>(COURSE #HSC 0003)</u>
* Community Pharmacy Technician – OCP B –	360 Hours	<u>(COURSE #PTN 0080)</u>
* Pharmacy Technician – OCP C (1 OF 2) –	300 Hours	<u>(COURSE #PTN 0082)</u>
* Pharmacy Technician – OCP C (2 OF 2) –	300 Hours	<u>(COURSE #PTN 0083)</u>

Total Program Hours – 1050

COURSE #HSC 0003: BASIC HEALTHCARE WORKER – 90 HOURS

Basic Healthcare Worker (90 hours classroom)

In this introductory course students will demonstrate: knowledge of the health care delivery system & health occupations, medical terminology, the ability to use interpersonal skills, legal and ethical responsibilities; an understanding of and apply wellness and disease concepts, computer literacy, knowledge of blood borne diseases, including AIDS, and employability skills. In addition students will recognize and: practice safety and security procedures, be able to respond to emergency situations, and practice infection control procedures. The students will also apply basic math and science skills. **(Pharmaceutical accentuation)** Following the successful completion of the Basic Healthcare Worker, the student is eligible to take the national internet certification examination (Nocti) with instructor approval and the completion of a portfolio.

COMPLETED OCP A: BASIC HEALTHCARE WORKER – 90 HOURS

COURSE #PTN 0080: COMMUNITY PHARMACY TECHNICIAN – 360 HOURS

Ambulatory Care Pharmacy Nomenclature (30 hours classroom)

In this course students will develop and augment their knowledge of top brand and generic name medications dispensed in retail settings. This will be done by classifications and/or

systems including: vitamins, minerals and electrolytes; blood modifiers; hormones; respiratory; cardiovascular; central nervous system; anti-infective; topical; antineoplastic; and miscellaneous medications.

Introduction to Ambulatory Care Pharmacy Practice (90 hours classroom)

This introductory course serves as a foundation for the Pharmacy Technician Retail Program. Essential components of the course include: Pharmacist & Pharmacy Technician training & education; licensure and certification; pharmacy practice settings; drug information resources; terminology and abbreviations; duties & responsibilities; medication dosage forms; routes of administration; computer technology; purchasing and inventory control; receiving and processing prescriptions; and medication errors in ordering and dispensing medications.

Ambulatory Care Pharmacology (30 hours classroom)

This course will be a comprehensive overview of the top medications currently dispensed in retail settings. This will be done by classifications and/or systems including: vitamins, minerals and electrolytes; blood modifiers; hormones both endocrine and reproductive; respiratory; cardiovascular; central nervous system; anti-infective; topical; antineoplastic; and miscellaneous medications. Emphasis will be on indications, dosages, strengths, and significant side effects, precautions, and patient warnings.

Pharmaceutical Compounding (30 hours lab.)

The student will develop, strengthen, and demonstrate knowledge of basic pharmacy compounding skills including: equipment and techniques used in weighing and measuring pharmaceuticals; reconstitution of medications including proper aseptic technique in drawing up medication into a syringe from a vial; incorporating solids and liquids in ointments and/or creams; and proper cleaning of equipment.

Ambulatory Care Pharmacy Lab (60 hours lab.)

The student will develop, strengthen and demonstrate knowledge of the practice of retail pharmacy including: preparing outpatient prescriptions; negative and positive formulary; appropriate oral and telephone communication skills; inventory control; ordering; billing; patient profiles; and appropriate reference books. Also covered will be non-legend medications.

Ambulatory Care Pharmacy Clinical Practicum (120 hours lab.)

Students will be assigned to an area pharmacy indicative of a retail pharmacy setting. The student will begin to familiarize themselves with the role of the Pharmacy Technician and begin to apply the knowledge which they have gained during the theoretical and skills lab component of the program. Students will continue to build upon knowledge acquired during the retail pharmacy practicum.

Students will be in clinical practicum six hours per day. The student will keep a daily logbook describing their daily experiences. The logbook can be audited by the instructor at anytime during the clinical setting or in the classroom. Students will return to the classroom during this period at the discretion of the instructor.

COMPLETED OCP B: COMMUNITY PHARMACY TECHNICIAN – 360 HOURS**COURSE #PTN 0082: PHARMACY TECHNICIAN (1 OF 2) – 300 HOURS****Institutional Pharmacy Nomenclature (15 hours classroom)**

In this course students will develop and augment their knowledge of the top oral and injectable brand & generic name medications dispensed by institutional and home health settings. This will be done by classifications and/or systems including: vitamins, electrolytes, and minerals; hormones; respiratory; cardiovascular; central nervous; anti-infective; topical; antineoplastic; and miscellaneous medications.

Introduction to Institutional Pharmacy (30 hours classroom)

This course serves as a foundation for the Pharmacy Technician Institutional Program. Essential components of the course include: institutional and home health pharmacy practice; institutional policy and procedures; and medication distribution systems; aseptic technique and intravenous admixture programs; quality assurance process; repackaging pharmaceuticals; order entries; receiving and processing medication orders including: patient profiles; selecting drug products; and filling and checking medication orders; as well as medication errors in ordering and dispensing medications. This course is designed to facilitate the student's performance in the institutional pharmacy lab as well as their clinical institutional practicum experience

Institutional Pharmacology (60 hours classroom)

This course will be a comprehensive overview of the top dispensed oral and injectable medications currently dispensed by institutional and home health settings. This will be done by classifications and/or systems including: vitamins, minerals and electrolytes; blood modifiers; hormones both endocrine and reproductive; respiratory; cardiovascular, central nervous; anti-infective; topical; antineoplastic; and miscellaneous medications. Emphasis will be on indications, dosages, strengths, and significant side effects, precautions, patient warnings and proper storage.

Pharmaceutical Calculations 60 hours classroom)

In this course the student will be exposed to and master the fundamentals of calculations including: measures of length, weight and volume concerning the metric, apothecary, avoirdupois, and household systems; equivalency conversions between different systems; ratio and proportion; concentrations and dilutions; dosage and flow rate calculations; moles; equivalents; osmolarity; isotonicity; pH; and safe dosage preparation.

Intravenous Admixtures Lab I (75 hours lab.)

The student will develop, strengthen, and demonstrate knowledge of parenteral preparations and clinical practice in: aseptic technique; and compounding intravenous admixtures including: large volume; syringes, piggybacks; and special systems using syringes, needles, ampules and vials.

Intravenous Admixtures Lab II (60 hours lab.)

The student will develop, strengthen, and demonstrate knowledge of parenteral preparations and clinical practice in: aseptic technique in the preparation of Total Parenteral Nutrition (TPN) orders and cytotoxic and hazardous drug orders. Prerequisite: Completion of I.V. Admixtures Lab I with a minimum of "B".

COMPLETED OCP C: PHARMACY TECHNICIAN (1 OF 2) – 300 HOURS

COURSE #PTN 0083: PHARMACY TECHNICIAN (2 OF 2) – 300 HOURS

Pharmaceutical Nomenclature (15 hours classroom)

This course is designed to be a comprehensive review to enhance the students knowledge of current brand and generic name medications being dispensed by classification and/or systems including: vitamins, minerals and electrolytes; blood modifiers; hormones; respiratory; cardiovascular; central nervous system; anti-infective; topical; antineoplastic and miscellaneous medications.

Institutional Pharmacy Lab (60 hours lab.)

The course is designed to introduce the student to the practice of institutional pharmacy, in the following areas: unit dose packaging; unit dose dispensing; automated dispensing machines, bar coding, CII safe, cart fills; cassette exchange; narcotic dispensing; floor stock; patient profiles; formularies; billing; inventory control; pharmaceutical reference sources; ordering; and oral and telephone communication skills.

Institutional Pharmacy Clinical Practicum (225 hours lab.)

Students will be assigned to an area pharmacy indicative of an institutional pharmacy setting. The student will begin to familiarize themselves with the role of the Pharmacy Technician and begin to apply the knowledge which they have gained during the theoretical and skills lab component of the program. The student will be in clinical practicum six and one-half hours per day. Students will continue to build upon knowledge acquired during the hospital pharmacy practicum. The student will keep a daily logbook describing their daily experiences. The logbook can be audited by the instructor at anytime during the clinical setting or in the classroom. Students will return to the classroom during this period at the discretion of the instructor.

COMPLETED OCP C - PHARMACY TECHNICIAN (2 OF 2) – 300 HOURS