Pharmacy Technician Training Program

Central Texas College
Continuing Education

Program Summary: As a Pharmacy Technician you will help the pharmacist package or mix prescriptions, maintain client records, refer clients to the pharmacist for counseling, assist with inventory control and purchasing, as well as collect payment and coordinate billing. This course consists of 200 hours of accelerated classroom training with emphasis on skills mastery through hands on practice and supervision.

Course Fee: $1795 includes consumable supplies and course completion certificate.

Financial Assistance: Students with a need for financial assistance may contact Sallie Mae for a loan or MyCAA. Please contact Continuing Education for information about paying for classes using our installment plan.

Starting Pay: $12 – 20 per hour. Because of the increased pharmaceutical needs of a larger, aging population, growth in this occupation will be almost as fast as the average for all others in the state. According to the US Dept. of Labor the need for Pharmacy Technicians is expected to grow 20% by 2022.

Certification: Upon successful completion, graduates will receive a certificate of completion, become eligible to apply for registration as a Pharmacy Technician in their state and be prepared to take the national Pharmacy Technician Certification Board (**PTCB**) exam.

Schedule: Designed for busy adults, classes are accelerated and can be completed in seven months.

Pre-requisites: At the time of registration, students must be 18 years of age and bring a copy of high school diploma/transcript or G.E.D. Students will be required to have access to the Internet, printing capabilities and an email address. A math pre-assessment test will be administered on the first day of class to assure student success. Two references (relatives may not be used) must be completed on forms available through our office.

Pharmacy Technician
Training Program

Visit Our Website or Contact Us!

www.ctcd.edu/ce or
continue.education@ctcd.edu

WALK-IN
Building 136, Room 139
CALL
254-526-1586
FAX
254-526-1600

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Goals and Purpose: Upon successful completion of course, the student will receive a certificate of completion from Central Texas College. This course is designed to prepare the participant for eligibility to become a Pharmacy Technician. In addition, participants will be qualified to apply for certification by the Pharmacy Technician Certification Board (PTCB) or the National Healthcareers Association (NHA) and will meet the training requirements of the State Board of Pharmacy.

Outcomes and Objectives:

At the end of the program the participant will be able to:

1. Design a study plan that fits his or her learning style and personal commitments.
2. Assist the pharmacist in collecting, organizing, and evaluating information for direct client care, medication use review, and departmental management.
3. Receive and screen prescription/medication orders for completeness and authenticity.
4. Prepare medications for distribution.
5. Verify measurements, preparation, and/or packaging of medications produced and compounded.
6. Distribute medications in multiple pharmacy settings.
7. Assist the pharmacist in the identification of clients who desire/require counseling to optimize the use of medications, equipment, devices.
8. Initiate, verify, collect payment for and initiate billing for pharmacy services or goods.
9. Purchase pharmaceuticals, devices, and supplies according to an established plan.
10. Control the inventory of medications, equipment, and devices.
11. Assist the pharmacist in monitoring the practice site and/or service area for compliance with state, federal and local laws, regulations, and professional standards.
12. Maintain the pharmacy equipment and facilities.
13. Assist the pharmacist in preparing, storing, and distributing investigational medications.
14. Assist the pharmacist in monitoring medication therapy.
15. Participate in the pharmacy department's process for preventing medication errors.
16. Demonstrate skills in lab setting.
17. Complete prerequisite requirements. Students will need to be aware that background checks are mandatory to become a state registered PT.
18. Use communication strategies associated with quality customer service.
19. Draft a resume that clearly communicates one's value to an employer.
20. Utilize networking, informational interviews and other resources to generate job interviews.
21. Orally express one's goals, skills and personal qualities in a manner that makes one a desirable employee.
22. Contrast effective communication approaches for dealing with people of various personal styles/temperaments.
23. Use active listening, mirroring and parameter-setting to participate effectively in difficult conversations (criticism, bad news, etc.)
24. Describe and apply several strategies for managing stress on the job, at school, at home.
25. Complete a PTCB examination practice test.

Instructional Strategies:

- Lecture
- Individualized Study
- Small Group Discussions
- Large Group Discussions
- Skills Demonstration
- Competency Check-off
- Hands on practice under supervision
- Role Play
- Independent Projects
- Independent Research

- Workbook/Homework Assignments
- Textbook Assignments
- Multimedia

Instructional Units/Hours of Instruction:

Topic	*Hours*
1. Introduction	7
2. Law and Ethics	7
3. Medical and Pharmacological Terminology	20
4. Pharmacology	17
5. Body Systems and Anatomy	17
6. Calculations	30
7. Receiving and Interpreting Medication Orders	10
8. Filling and Distributing Medication Orders	20
9. Sterile & Non-sterile Compounding / I.V. Preparations	40
10. Over the Counter Medications	3
11. Purchasing, Inventory and Reimbursement	5
12. Technician Issues	5
13. Job Search: Resume and Interviewing	3
14. Study Skills	2
15. Communication Skills	7
16. Professionalism and the Workplace	7
	Total Hours – 200

Methods of Evaluation:

- Quizzes
- Workbook Assignments
- Competency Check-off
- Midterm Exam
- Final Exam

Conditions for Repetition:
If the student does not achieve at least 75 percent in the course he or she should repeat the course until that objective has been achieved.

Pharmacy Technician Costs beyond Tuition:

Pharmacy Practice for Technicians, 5th Edition by Hanan/Durgin
ISBN10: 1-133-13276-6
ISBN13: 978-1-133-13276-9

Complete Math Review for the Pharmacy Technician - 3rd edition by William A. Hopkins
ISBN13: 978-1582121345
ISBN10: 1582121346

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