

# Pharmacy Technician Training Program

**Program Summary:** As a Pharmacy Technician you will help the pharmacist package or mix pre-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 194 hours of accelerated classroom training with emphasis on skills mastery through hands on practice and supervision.

**Course Fee:** \$3244 Includes consumable supplies and certificate of completion.

\$3373 includes consumable supplies, certificate of completion and NHA ExCPT certification exam and Certified Compound Sterile Preparation Technician Exam (CSPT)

**Financial Assistance:** Students with a need for financial assistance may contact Sallie Mae for a loan, or use MyCAA benefits.

**Starting Pay:** \$12-20 per hour. Due to the increase in pharmaceutical needs of a larger, aging population, growth in this occupation will be faster than average for all others in the state. According to the US Dept. of Labor the need for Pharmacy Technicians is expected to grow 12% by 2026.

**Certification:** Upon successful completion, graduates will receive a certificate of completion within 2-3 weeks after class ends. Student are then 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. The cost of the exam is not included in the program cost. An **additional Certification will be offered for Sterile Compounding and Aseptic Technique (SCAT). The cost of this exam is not included in the program cost.**

**Schedule:** Classes are held in the afternoons or evenings and are taught at an accelerated pace.

**Program Requirements:** Students must be 18 years of age at the time of enrollment. Students need competency in basic computer operations and will be required to have access to the Internet, printing capabilities and an email address. Incomplete registration packets will not be accepted. Application packets must include:

- High School diploma/transcript or G. E. D or official transcripts of higher education.
- Two references (relatives may not be used) must be completed on forms available through our office or on our website at <http://www.ctcd.edu/myctcd/assets/File/Students/CE/ApplicationReferences.pdf>.

## Clinical Experience

### Institutional Pharmacy Practice

Explore the fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy setting. Course includes an-depth coverage of hospital pharmacy organization, work flow and personnel, safety techniques, data entry, packaging and labeling operations, inpatient drug distribution systems including investigational drugs, continuous quality improvement, and inventory control. (Clock Hours/SO, CEUs 5)



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For more information to register visit us  
online at [www.ctcd.edu/ce](http://www.ctcd.edu/ce), call  
**254-526-1586** or walk-in to  
building 136, room 139.

**Goals and Purpose:** Upon successful completion of course, the student will receive a certificate of completion within 2-3 weeks 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.

**Conditions for Repetition:** If the student does not receive a 80% or higher in the course he or she will not receive a Certificate of Completion. The student may repeat the class at their own expense.

**Outcomes and Objectives:**

After successful completion of this course the student 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	Hands on skills practice and acquisition
Competency Check-Off	Large/Small Group Discussions
Skills Demonstration	Independent Projects
Role Play	Independent Research
Individualized Study	Multimedia
Workbook/Homework Assignment	Textbook Assignments

**Methods of Evaluation:**

Quizzes	Midterm Exam
Workbook Assignments	Final Exam
Competency Check-off	

**Pharmacy Technician Costs beyond Tuition**

The following are the student's responsibilities and are separate of the tuition fees. Costs may vary.

- Set of scrubs
- One pair of sneakers

**Textbook requirements****The Pharmacy Technician-7th Edition**

by Perspective Press

ISBN 13: 978-1-640-43138-6

**The Pharmacy Technician Workbook & Certification-7th Edition**

by Perspective Press

ISBN 13: 978-1-640-43139-3

**Complete Math Review for the Pharmacy Technician-5th Edition**

by William A. Hopkins

ISBN 13: 978-1-582-12314-1

Textbooks are available for purchase at CTC Bookstore.

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## *CTC Library Resources*



Link: <https://guides.ctcd.edu/c.php?g=1051146&p=7630552>

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