

PHARMACY TECHNICIAN CERTIFICATION

COURSE DESCRIPTION: The John A. Logan College Pharmacy Technician program prepares students to enter the pharmacy field in hospitals, home infusion pharmacies, or community pharmacies as an ancillary. Pharmacy Technician's work under the supervision of a registered pharmacist.

PREREQUISITES: None

COURSE OBJECTIVES:

- Help patients who are dropping off or picking up prescription orders.
- Enter prescription orders into the computer
- Create a profile of the patient's health and insurance information in the computer or update the patient's profile.
- Assist the pharmacist, under direct supervision, in the practice of pharmacy, in accordance with the local, state, federal, and Company regulations.
- Communicate with insurance carriers to obtain payment for prescription claims.
- At point of sale, verify that customer receives correct prescription(s).
- Complete weekly distribution center medication orders, place orders on shelves, and verify all associated paperwork.
- Assist the pharmacist with filling and labeling prescriptions.
- Prepare the pharmacy inventory.
- Screen telephone calls for the pharmacist.
- Communicate with prescribers and their agents to obtain refill authorization.
- Compound oral solutions, ointments, and creams.
- Prepackage bulk medications.
- Maintain an awareness of developments in the community and pharmaceutical fields that relate to job responsibilities and integrate them into own practices.
- Assist in training new employees.
- Assist other pharmacy technicians.
- Assist pharmacists in scheduling and maintaining workflow.
- Maintain knowledge of loss prevention techniques.
- Rotate through all work areas of the pharmacy.
- Transport medications, drug-delivery devices, and other pharmacy equipment from the pharmacy to nursing units and clinics.
- Pick up copies of physicians orders, automated medications administration records, and un-used medications from the nursing units and return them to the pharmacy.
- Fill patient medication cassettes.
- Prepare medications and supplies for dispensing, including:
 - Prepacking bulk medications
 - Compound ointments, creams, oral solutions, and other medications

- Prepare chemotherapeutic agents
 - Compound total parenteral nutrition solutions
 - Compound large volume intravenous mixtures
 - Package and prepare drugs being used in clinical investigations
 - Prepare prescriptions for outpatients
 - Check continuous unit dose medications
- Control and audit narcotics/stock substance.
 - Assist pharmacists in entering medication orders into the computer system.
 - Prepare inventories, order drugs and supplies from the storeroom; receive drugs, and stock shelves in various pharmacy locations.

COURSE OUTLINE:

- Introduction to the role of Pharmacy Technician
- Evolution of Pharmacy
- Generics and Basic Pharmacokinetics
- Prescription Label Requirements, Ordering and Inventory.
- Antihistamine and Antimicrobial Drugs
- Special Anti-infective and Antineoplastic Drugs
- Anticoagulants, Digoxin and Antiarrhythmics
- Antihypertensive Drugs
- NSAID's, Opiates and Acetaminophen
- Anticonvulsants and Antidepressants including Monoamine Oxidase Inhibitors, Tricyclic Antidepressants, Serotonin Reuptake Inhibitors.
- Psychotropic Agents, Benzodiazepines, Barbiturates and Stimulants.
- Topical Drugs and Basics of IV Solutions.
- Gastrointestinal Drugs and the Metric System
- Hormones, Apothecaries and Avoirdupois Systems of Measurement, Ration and Proportion
- Muscle Relaxants, Children's Doses
- Vitamin, Aligation method, Math Review
- Total Parenteral Nutrition (TPN), Hands-on Practice of IV Admixture
- Mail Order Pharmacy
- Home Care Pharmacy
- Review for Final Exam
- Job Placement Skills

COURSE REQUIREMENTS:

The student is required to read and study all material that relates to the topics being covered and to satisfactorily complete all in and out of class assignments. Participation in class discussion is very important. Students are responsible for all discussion, assignments, announcements, etc. made in class. During each class period, students will be asked to participate in class. Assigned projects must be completed to the satisfaction of the instructor before the student will receive a grade for the course.