

LABETTE COMMUNITY COLLEGE BRIEF SYLLABUS

SPECIAL NOTE:

This brief syllabus is not intended to be a legal contract. A full syllabus will be distributed to students at the first class session.

TEXT AND SUPPLEMENTARY MATERIALS USED IN THE COURSE (if any):

Please check with the LCC bookstore <http://www.labette.edu/bookstore> for the required texts for this class.

COURSE NUMBER: HEAL 163

COURSE TITLE: PREPARATION FOR PHARMACY
TECHNICIAN CERTIFICATION

SEMESTER CREDIT HOURS: 3

DEPARTMENT: Health Care

DIVISION: Workforce Education/Community Service

PREREQUISITE: Working experience or consent of instructor

COURSE DESCRIPTION:

This course is designed to train the student to work in a pharmacy under the supervision of a licensed pharmacist and is organized around three major areas: assisting the pharmacist in serving patients, medication distribution and inventory, and operations. This course prepares the student to take the national Pharmacy Technician Certification Board (PTCB) examination.

COURSE OUTCOMES AND COMPETENCIES:

Students who successfully complete this course will be able to:

1. Assist the pharmacist in serving patients to benefit from prescription medication therapy.
 - Receive prescription/medication order from patient/patient's representative for integration into patient's drug therapy profile.
 - Obtain from the patient/patient's representative such information as diagnosis or desired therapeutic outcome, medication use, allergies, adverse reactions, medical history, psychosocial history, visual impairment, physical disability, socioeconomic history, and reimbursement mechanisms.
 - Assess prescription/medication order for completeness, correctness, legality, and reimbursement eligibility.
 - Process and record the prescription/medication order under pharmacist supervision.
 - Deliver medication to patient/patient's representative subsequent to pharmacist-provided patient counseling.
 - Determine charges and obtain compensation for services.

- Follow set procedures for preparations of medications by various routes of administration.
- Communicate with third-party payers to determine or verify coverage.

2. Describe and apply knowledge of medication distribution and inventory systems.

- Place orders for pharmaceuticals, durable medical equipment, devices, and supplies, including expediting of emergency orders.
- Receive goods and verify specifications on original purchase orders.
- Place pharmaceuticals, durable medical equipment, devices, and supplies in inventory under proper storage conditions.
- Remove from inventory expired/discontinued/recalled, slow-moving pharmaceuticals, durable medical equipment, devices and supplies, and document actions taken .
- Identify pharmaceuticals, durable medical equipment, devices and supplies to be ordered and communicate changes in product availability to pharmacy staff and patient/patient's representative.
- Maintain policies and procedures to deter theft and/or drug diversion.
- Maintain record-keeping systems for repackaging, recalls, and returns of pharmaceuticals, durable medical equipment, devices, and supplies.

3. Describe and apply knowledge of administrative processes for the pharmacy practice.

- Maintain a manual or computer based information system.
- Monitor the practice center and/or service area for compliance with federal, state, and local laws, regulations, and professional standards.
- Implement and monitor policies and procedures for sanitation management, preparation safety, hazardous waste handling, and infection control.
- Perform and record routine sanitation, maintenance, and calibration of equipment.
- Coordinate communications throughout the practice center and/or service center.

4. Demonstrate practical application of mathematic computations required within the pharmacy.

- Explain the fundamentals of measurement and calculations.
- Interpret prescription/medication order.
- Use the metric system and other systems of measurements.
- Calculate of doses.
- Reducing and enlarging formulas.
- Explain density, specific gravity, and specific volume as related to pharmacy environment.
- Complete percentage and ratio strength calculations.
- Be familiar with Dilution and concentration.
- Complete commercial calculations.