

PHMT A030N: PHARMACY TECHNICIAN FOUNDATIONS

Item	Value
Curriculum Committee Approval Date	12/04/2024
Top Code	122100 - Pharmacy Technology
Units	0 Total Units
Hours	36 Total Hours (Lecture Hours 36)
Total Outside of Class Hours	0
Course Credit Status	Noncredit (N)
Material Fee	No
Basic Skills	Not Basic Skills (N)
Repeatable	Yes; Repeat Limit 99
Open Entry/Open Exit	No
Grading Policy	P/NP/SP Non-Credit (D), • Letter Non-Credit (L)

Course Description

This noncredit course introduces students to the profession of pharmacy technicians, covering essential roles, responsibilities, and career pathways within various pharmacy settings. Students will gain knowledge of basic pharmacy terminology, common medications, and the core functions of pharmacy technicians, including prescription processing, inventory management, and assisting pharmacists in patient care. The course also emphasizes ethical considerations, communication skills, and regulatory compliance critical to pharmacy practice. This course is part of the Certificate of Completion – Pharmacy Technician. Not Transferable.

Course Level Student Learning Outcome(s)

1. Demonstrate an understanding of the roles and responsibilities of pharmacy technicians, including prescription processing, inventory management, and adherence to ethical and legal standards in various pharmacy settings.

Course Objectives

- 1. Define the role and responsibilities of a pharmacy technician in different pharmacy environments (e.g., retail, hospital).
- 2. Demonstrate the importance of personal skills, interpersonal skills in pharmacy practice.
- 3. Explain the importance of maintaining competency through continuing education, staying updated on best practice, regulations, and ethical standards in pharmacy.
- 4. Describe practice and adhere to effective infection control procedures.
- 5. Understand and apply common medical and pharmacy terminology.
- 6. Identify legal and ethical standards relevant to pharmacy practice, including HIPAA regulations.
- 7. Understand the importance of communication skills when interacting with pharmacists, patients, and other healthcare professionals.

Lecture Content

Overview of the Pharmacy Technician Profession Definition and role of pharmacy technicians Pharmacy practice settings (retail, hospital, etc.) Pharmacy technician licensing and certification requirements Career pathways (PTCB, NHA) Scope of practice and limitations Roles and Responsibilities of Pharmacy Technicians Core responsibilities in prescription processing and patient care Assisting pharmacists with dispensing and patient education Supporting pharmacy operations (inventory, billing, wellness promotion, etc.) Legal requirements and scope of practice Responsibility Required to Obtain and Maintain Registration/ License to Work as a Pharmacy Technician in State of California Requirement to obtain a license to work as a pharmacy technician in California Overview of current requirements Requirement to maintain a license to work as a pharmacy technician in California Overview of current requirements Personal and Interpersonal Knowledge and Skills Present a positive professional image, adhering to workplace etiquette. Demonstrate respectful and courteous interactions with colleges and patients. Utilize Interpersonal skills including customer service, teamwork, problem solving, and negotiation. Practice active listening and effective communication in both verbal and written forms. Foundational Professional Knowledge and Skills Commit to ongoing professional development and continuing education to maintain competency. Develop a fundamental understanding of anatomy and physiology relevant pharmacy practice. Understand and apply medical and pharmacy terminology essential to the pharmacy technician s role. Explain concept related to wellness promotion, disease prevention, medication therapy management (MTM), and immunization. Consistently implement and adhere to effective infection control procedures to ensure a safe and healthy environment. Ethical and Legal Responsibility Overview Understand HIPAA and Patient Rights Best Practice for Maintaining Confidentiality Respecting Patient Choices and Informed Consent Acting in the Best Interest of Patients Avoiding Harm Professional Integrity and Accountability Boundaries in Patient Relationships Introduction of Medical and Pharmacy Terminology Basic Medical and Terminology Anatomy and physiology terms Common Prefixes, Suffixes, and Root Words Terminology related to body system (cardiology, respiratory, etc.) Drug Classifications Categories of Medications (antibiotics, analgesics, etc.) Generic vs Brand names Common drug schedules (Controlled Substances) Common Medical Abbreviations and Symbol Frequently use abbreviations in prescriptions (BID, PRN, PO, etc.) Symbols used in pharmacy (Rx, RTS, etc.) Patient and Medication Safety Terminology Term related to Adverse Drug Reaction (ADRs) Drug Interactions Drug Utilization Review (DUR) Medication Therapy Management (MTM) Ethical and Legal Terminology Key Terms Related to Pharmacy Laws and Ethics Understanding Informed Consent and Patient Rights 8. Final Review and Case Studies Case studies applying learned concepts to real-world scenarios Review of pharmacy terminology, roles, and regulations Preparation for advancing in the pharmacy technician training pathway

Method(s) of Instruction

- Enhanced NC Lect (NC1)

Instructional Techniques

Lecture and direct instruction Digital presentations Classroom discussions Individual and group projects and/or presentations Oral pair and group work Instructor written and oral feedback Problem solving activities Interactive quizzes and games Role-reversal exercises Reading assignments Videos

Reading Assignments

Students will spend approximately 1 hour per week reading from the assigned textbook and additional instructional material provided by the instructor.

Writing Assignments

Write a 1-2 page essay on the importance of maintaining patient confidentiality and adhering to HIPAA regulations in the pharmacy setting. Use specific examples to discuss potential risks when confidentiality is breached and explain the pharmacy technician's role in preventing these risks. Explain informed consent and patient rights affect daily responsibilities as a pharmacy technician.

Out-of-class Assignments

Create a glossary of 30 key medical and pharmacy terms learned in class, including common prefixes, suffixes, and root words. For each term, provide its definition and a brief explanation of how it is used in a pharmacy setting. Use five of the terms in realistic sentence examples, simulating communication between a pharmacy technician and a pharmacist or patient.

Demonstration of Critical Thinking

Provide examples of typical problems encountered in the pharmacy and suggest possible solutions.

Required Writing, Problem Solving, Skills Demonstration

Write a 1-2 page essay on the importance of maintaining patient confidentiality and adhering to HIPAA regulations in the pharmacy setting. Use specific examples to discuss potential risks when confidentiality is breached and explain the pharmacy technician's role in preventing these risks. Explain informed consent and patient rights affect daily responsibilities as a pharmacy technician.

Textbooks Resources

1. Required Perspective Press. The Pharmacy Technician, 7th ed. Morton Publishing Company, 2024