

# PHMT A090N: PHARMACY TECHNICIAN CERTIFICATE EXAM (PTCE) PREPARATION

Item	Value
Curriculum Committee Approval Date	12/04/2024
Top Code	122100 - Pharmacy Technology
Units	0 Total Units
Hours	9 Total Hours (Lecture Hours 9)
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 equips students with effective test-taking strategies specifically for the Pharmacy Technician Certification Exam (PTCE). This course is part of the Certificate of Completion – Pharmacy Technician. Not Transferable.

## Course Level Student Learning Outcome(s)

1. Demonstrate a clear understanding of the PTCE format, including question types, length, and content areas assessed.

## Course Objectives

- 1. Develop a comprehensive understanding of the PTCE format, including question types, content areas assessed, and effective strategies for answering multiple-choice questions.
- 2. Employ effective test-taking strategies designed specifically for the PTCE
- 3. Increase confidence and reduce test anxiety by engaging in simulated PTCE exams, group discussions, and performance reviews to identify strengths and areas for improvement

## Lecture Content

Introduction to PTCE Test-Taking Strategies PTCE format and key test-taking strategies Personalized study plan development Time-saving tips for answering multiple-choice questions Deconstructing PTCE Question Answer Format Understanding question structure Tips for identifying key elements in questions Eliminating distractors Mastering Time Management for the PTCE Strategies to manage time during the exam Balancing time across sections Practice Questions Strategy Application Apply test-taking strategies to sample PTCE questions Group discussions on approaches Medication Laws Regulations Core pharmacy laws and ethics Applying legal knowledge to real-world scenarios Solving law-related questions Medication Knowledge Key medications and their uses Applying knowledge to medication-based questions Pharmacy Calculations Conversions Core calculations (dosages, conversions)

Practice calculation-based problems Test Anxiety Management Techniques for managing test anxiety Staying calm during the exam Simulated PTCE Exams Review Take a timed, full-length practice PTCE Review and analyze performance

## Method(s) of Instruction

- Enhanced NC Lect (NC1)

## Instructional Techniques

Lecture and direct instruction Digital presentations Classroom discussions Demonstration and practice of problem solving Oral pair and group work Instructor written and oral feedback Problem solving activities Interactive quizzes and games Reading assignments Videos

## Reading Assignments

Students will spend approximately 2 hours per week reading from the assigned textbook and additional instructional material provided by the instructor.

## Writing Assignments

Develop a written personalized study plan or outline that incorporates effective strategies for preparing for the PTCE exam. Identify at least three effective test-taking strategies and a study schedule.

## Out-of-class Assignments

Create a set of at least 30 notecards to prepare for PTCE. Front side will include a question, term, or concept related to PTCE content (e.g., key medication names, calculations, pharmacy laws). Back side will include the answer, definition, or explanation of the term/concept.

## Demonstration of Critical Thinking

Develop a written personalized study plan or outline that incorporates effective strategies for preparing for the PTCE exam. Identify at least three effective test-taking strategies and a study schedule.

## Required Writing, Problem Solving, Skills Demonstration

Develop a written personalized study plan or outline that incorporates effective strategies for preparing for the PTCE exam. Identify at least three effective test-taking strategies and a study schedule.

## Eligible Disciplines

Pharmacy technology: Any bachelor's degree and two years of professional experience, or any associate degree and six years of professional experience.

## Textbooks Resources

1. Required Simonds, V.. PTCE Exam Prep 2024-2025: Pharmacy Technician Mastery, ed. Independent, 2024