



## Allied Health Program Pharmacy Technician Program w/Clinical Externship

This comprehensive 105-hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control, billing, and reimbursement.

**National Certification:** This program meets the necessary requirements to take the Pharmacy Technician Certified Board (PTCB) – Certified Pharmacy Technician (PTCB) exam.

- Dates & Times:** **To Be Determined**  
16 weeks/105 classroom contact hours + 80 hours Clinical Externship
- Evenings:** Mondays and Wednesdays, 6:00pm – 9:30pm
- Location:** Health Sciences Bldg., Room 149
- Student Tuition:** **\$1,785** (textbooks included/Certification Exam: \$129). *This course is a short-term, non-credit program and therefore is not eligible for FAFSA. However, we do offer a four-month online payment plan with the first payment of \$446.25 plus a \$30 non-refundable, one-time processing fee submitted at time of enrollment (credit/debit card required). Ask about financial assistance options that may be available for this course.*
- Enroll/Register:** Please call 903-823-3382 or visit our office in the Nelson Administration Building on campus. Online registration is not available for enrollment in this course.  
**DEADLINE TO REGISTER OR DROP: Friday, Prior to Start Date by 3:00PM.**
- Refund Policy:** Students who wish to drop this course may receive a 100% refund upon request (excludes \$30 payment plan processing fee), on or before the drop date listed above.

**Criminal Background Requirement:** For students who may have a criminal background, the background could keep you from being licensed by the State of Texas. If you have a question about your background and licensure, please check with the Pharmacy Technician Certification Board by accessing their website at <https://ptcb.zendesk.com> and submit a request on your topic of study to determine if you are qualified to obtain a certificate in that field. You also have the right to request a criminal history evaluation letter from the applicable licensing agency.

**Questions regarding this course, testing, clinical externship, etc.:** Please contact our Allied Health Coordinator, Holli Easley at 903-823-3270 or email at: [holli.easley@texarkanacollege.edu](mailto:holli.easley@texarkanacollege.edu).

## **Pharmacy Technicians**

Pharmacy Technicians work in pharmacies under the direction of a pharmacist. Their main responsibility is filling prescriptions according to doctors' orders.

Pharmacy Technicians prepare medications for dispensing to patients. This includes retrieving drugs in the correct dosage form and strength, measuring the appropriate amount of drug and producing a prescription label.

Pharmacy Technicians work with drugs to be administered orally, topically, for the eye, nose, etc. Depending upon the practice setting, a Pharmacy Technician is also involved in the admixture of drugs for intravenous use. Other duties include:

- ◆ Checking inventories and ordering supplies.
- ◆ Receiving and checking in supplies.
- ◆ Assisting customers.
- ◆ Keeping pharmacy work areas clean.
- ◆ Complete insurance forms.
- ◆ Preparation of "bingo cards" for nursing home patients.

## **Pharmacy Technicians-Employment & Education**

Pharmacy Technicians may work in retail pharmacies, mail order pharmacies, home infusion pharmacies, long term care facilities, hospitals, clinics, pharmacy benefit managers and large industrial complexes. The demand for Pharmacy Technicians continues to grow and demand is expected to increase substantially through 2024. This high demand is the result of the constant availability of new drugs, the national shortage of registered pharmacists, the establishment of certified pharmacy technicians and the aging population.

## **Educational Requirements**

Students should have taken math and science in high school. A high school diploma or GED is required to sit for the PTCB exam.

## **Pharmacy Technician Certification Program**

This comprehensive 80-hour course will prepare students to enter the pharmacy field and to take the Pharmacy Technician Certification Board's PTCB exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies and other health care settings - working under the supervision of a registered pharmacist. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, billing, and reimbursement. The Pharmacy Technician Certification Program includes a grade and final exam to help prepare students for the PTCB exam.

## PTCB Detailed Course Information

- ◆ Role of pharmacy technicians.
- ◆ Pharmacy history/discussion of various practice set processes and the technician certification process.
- ◆ Recruiting by pharmacy specialty.
- ◆ The "Evolution of Pharmacy".
- ◆ Review of hospital pharmacy setting, retail practice, regulatory agencies involved with a pharmacy practice, long term care practice setting, mail order pharmacy, and home care pharmacy practice.
- ◆ Pharmacy measures, roman numerals, and abbreviations.
- ◆ Review of generic drugs, basic biopharmaceuticals, dosage forms, patient profiles
- ◆ Prescription label requirements, order transcription, ordering and inventory control, drug pricing, and third-party reimbursement.
- ◆ Formularies, unit dose systems, emergency and crash carts, house supplies, automatic stop orders, calculating number of doses required.
- ◆ All major classes of drugs including top brand names and generic drugs.
- ◆ Aseptic technique, handling of sterile products including antineoplastic agent considerations.
- ◆ Basics of IV solutions, calculating 24-hour supply of IV solutions, percentages, and electrolytes preparations.
- ◆ The metric system.
- ◆ Apothecaries' and avoirdupois systems of measurement.
- ◆ Children's doses
- ◆ Allegation method, and math review.
- ◆ Total Parenteral Nutrition (TPN), demonstration of TPN admixture, hands-on practice of IV admixture and parenteral medication preparation.

## Checklist for Pharmacy Technician Externship Requirements

The following items must be submitted by the end of the course so that students may take part in the clinical externship portion and the end of the class. Students will receive 80 hours in a local pharmacy at their availability and the Pharmacy's willingness to precept the student.

1. \_\_\_\_\_ **Purchase Liability Insurance** through Texarkana College Business Office and will not be complete until student submits receipt to AH Coordinator.
2. \_\_\_\_\_ **High School Diploma or GED** equivalent. Must be 18 years of age to register.
3. \_\_\_\_\_ **Physical Exam:** Required form attached (Texarkana College Health Occupation).
4. \_\_\_\_\_ **Immunizations:** Applicants must have **proof of completing** the following vaccinations prior to starting the program and documented on the attached Immunization Record form.
  - a. \_\_\_\_\_ Hepatitis B vaccination series of three shots or titer indicating immunity.
  - b. \_\_\_\_\_ Measles, Mumps, & Rubella (**MMR**) or titers indicating immunity.
  - c. \_\_\_\_\_ Varicella vaccination, chicken pox history or titer indicating immunity.
  - d. \_\_\_\_\_ Tetanus-diphtheria - pertussis within the last 10 years.
5. \_\_\_\_\_ **Negative TB skin test** or negative chest x-ray within six months prior to start of program.
6. \_\_\_\_\_ **Current drug screen - DO NOT COMPLETE until course has ended.**
7. \_\_\_\_\_ **Training Tech License** application process - \$55 for Texas (Instructor will give further information)
  - a. Go to the Texas State Board of Pharmacy website at [www.pharmacy.texas.gov/techtrainee.asap](http://www.pharmacy.texas.gov/techtrainee.asap) to apply for the Training Tech License. This can take up to six weeks. Please begin the process as soon as possible. Students must obtain a license to register for the PTCB certification exam.
    - I. Required for all Texas residents.
    - II. Arkansas residents are required to apply through the Arkansas State Board of Pharmacy and can obtain the application from the Allied Health Coordinator.
    - III. Arkansas residents must apply through the Texas Board of Pharmacy if they wish to schedule their externship in a Texas Pharmacy.
  - b. Go to the Texas State Board of Pharmacy website at [www.pharmacy.texas.gov/](http://www.pharmacy.texas.gov/) to apply for the Training Tech License. This can take up to six weeks. Please begin the process as soon as possible. Students must obtain a license to register for the PTCB certification exam.
    - i. Click on "Apply for license" under the Technicians heading.
    - ii. Click on "Initial Trainee Application"
    - iii. Follow the steps listed on this page to submit an application.
    - iv. Once you complete the application process, you will receive an email notification that your application was received.

8. **\_\_\_\_\_Fingerprinting:** Applicants must complete a fingerprint session.
  - a. Applicants located in Texas schedule a fingerprint session online at <https://www.identogo.com>.
  - b. Following the fingerprint session, keep the receipt for your records. Do not mail it to the Texas State Board of Pharmacy.
  - c. Applicants \*(using an address) not located in Texas, will receive a packet in the mail with a fingerprint form and instruction sheet because the approved state vendor does not always allow a digital scan.
  - d. The fingerprint packet is automatically mailed to the address provided on the application.
  - e. Allow 2 to 3 weeks for the packet to arrive via U.S. Postal Service.
9. **\_\_\_\_\_Clinical Externship Medical/Documentation Authorization Release Form**
10. **\_\_\_\_\_ Resume.**
11. **\_\_\_\_\_Blue Scrubs: After course completion,** students who elect to participate in an externship will be required to purchase blue scrubs. They can be bought anywhere if they are Texarkana College royal blue. **They are available at the TC Bookstore and the cost is approx. \$45 for both bottom & top.**
12. **\_\_\_\_\_ID Badge:** Students taking part in externship will be required to go to Enrollment Services in the Administration Building to obtain an ID badge identifying them as a Texarkana College Clinical Medical Assistant student.
  - a. **Prior to obtaining an ID badge, students must obtain an Authorization for ID form** from the Allied Health Coordinator in the Community and Business Education Center.
13. **\_\_\_\_\_Certification Exam:** The certification exam will be scheduled soon after the end of the course and the date will be announced soon after the course start date. **The cost to take the exam is \$160.**
  - a. Students will also be granted access online for practice exams and provided with an online Study Guide. The price of these items is included in the registration fee.

**Please call Holli Easley, Allied Health Coordinator, at 903-823-3276 if you have any questions about submitting or completing the required documentation listed above.**

## Certification Exam Options:

1. Pharmacy Technician Certification Board exam eligibility update for 2020:
  - ❖ Beginning January 1, 2020, candidates must complete a PTCB-Recognized Education/Training Program OR equivalent work experience to be eligible to take the PTCB certification exam.
    - ▶ To be eligible to register for the Pharmacy Technician Certification Exam (PTCE) under the 2020 requirement, a candidate must complete one of the following:
      - Pathway 1: A PTCB-Recognized Education/Training Program (or completion within 60 days).
      - Pathway 2: Equivalent work experience as a certified pharmacy technician (min. 500 hours). This alternative path will serve experienced pharmacy technicians who were not in a position to attend a PTCB-recognized program.

Texarkana College is currently listed as an approved site by the Pharmacy Tech Certification Board which includes the Community & Business Education Pharmacy Tech program.

2. Students can now sit for the National Healthcareers Association's Pharmacy Tech certification exam and receive CPht credentials effective October 2019 if they choose this option.
  - ❖ We currently utilize this organization to certify our Clinical Medical Assistant, Phlebotomy Tech, Medical Billing & Coding, and our Electronic Healthcare Records.
  - ❖ The exam for the Certification of Pharmacy Technicians (ExCPT) is now recognized by all 50 state boards of pharmacy that require certification as well as states that either expand the number of permitted pharmacy technicians or the scope of pharmacy technician practice based on certification.
  - ❖ Students will receive NHA certification exam study guide and access to online practice exams designed to assist the student to achieve successful completion of the exam.
    - ▶ The students will receive a copy of the NHA testing plan and the instructor will utilize this plan as part of the curriculum taught in the course.
    - ▶ The certification exam will be scheduled on Texarkana College campus, two weeks after the course is completed.

**Please visit [nhanow.com](http://nhanow.com) to verify the above information and/or call Holli Easley, Allied Health Coordinator at 903-823-3276 or email at [holli.easley@texarkanacollege.edu](mailto:holli.easley@texarkanacollege.edu).**