Pharmacy Technician  
Program Syllabus

Hours: 600

Prerequisites: High School Diploma or GED

Program Description
This Pharmacy Technician course and training program teaches the skills needed to gain employment as a Pharmacy Tech in either the hospital or retail setting.

Course Objectives
- Graduates of the Pharmacy Technician program are prepared for entry-level positions as a Pharmacy Technician and may perform duties in the hospital, medical office, clinic or private setting.
- Specific duties may include performing dosage, drug development and approval, labeling, liability and more.
- The Pharmacy Technician program provides additional preparation of Pharmacology, Anatomy and Physiology I & II, Medical Terminology, Calculations, Confidentiality and Professionalism.

Methods of Instruction
*All courses are computer based and instructor lead which consists of: One-on-one Instruction, textbooks and workbooks, E-books, interactive courseware and content through our LMS (Learning Management System), and measurement testing to reinforce content.

††Externship is hands on experience off campus. They are not guaranteed or included in the total number of hours.

Program Outline

HIT-109
Course Title: HIPAA & Legal Aspects  
Hours/Credits: 50 / 2  
Ethical and legal rules concerning the confidentiality of health information is presented with particular emphasis on the Health Insurance Portability & Accountability Act. Background material will include operation of the legal system and principles of legal liability.

PRO-MED
Course Title: Professional Development for Allied Health  
Hours/Credits: 50 / 2  
This course addresses how to cope with difficult co-workers and managing stress in the workplace, interpersonal communication, business writing, resume writing, interviewing techniques, and how to manage your job search.

SCI-107
Course Title: Medical Terminology  
Hours/Credits: 75 / 3  
On completion of this course the student will be able to identify, spell and define medical terms related to the diagnosis, health, disease, and treatment of the major body systems. The body system, structures
and functions and how they are used by specialists, as well as in diagnostic and treatment procedures are covered.

**Text Book:** Medical Terminology
ISBN: 9781428376342

**SCI-135**
**Course Title:** Anatomy & Physiology I
Hours/Credits: 75 / 3
The anatomy and physiology of the human body is presented as an integrated science. Each major body system is described and analyzed to illustrate normal function as well as pathology. Topics include basic biochemical elements, skin, bone, muscles, the nervous system, the senses and the endocrine system.

**Text Book:** Anatomy and Physiology I
ISBN: 9781428304192

**SCI-136**
**Course Title:** Anatomy & Physiology II
Hours/Credits: 75 / 3
Anatomy and Physiology II continues the introduction to the structure and function of the human body that was begun in A&P I. A&P II also uses the body systems approach and will cover cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems.

**Text Book:** (Same book as A&P I)
ISBN: 9781428304192

**SCI-104**
**Course Title:** Pharmacology for Technicians
Hours/Credits: 100 / 4
This course is designed to study drugs and their origin, nature and effects on living organisms. Understand prescription orders, skill in delivery and patient education. This course will also discuss the various routes of administration, which body system they effect and drug classifications.

**Text Book:** Pharmacology for Technicians
ISBN: 0763822108

**SCI-122A**
**Course Title:** Pharmacy Practice for Pharmacy Technicians
Hours/Credits: 100 / 4
This course places emphasis on the role the pharmacy technician plays in both institutional and community pharmacies. The duties and responsibilities of the pharmacy technician are expanding as the field of pharmacy grows and adapts to consumer demands. These new competencies are defined and explained, making the pharmacy technician fully prepared for the challenges of a career in the pharmacology industry.

**Text Book:** Pharmacy Practice
ISBN: 9780763822231
SCI-123
Course Title: Pharmacy Calculations
Hours/Credits: 75 / 3
This course provides intensive practice in pharmacy math calculations, conversions, measurements, and applications of equations, including calculations required for realistic dose and solution preparations. The textbook also teach business terms and business math skills essential to pharmacy practice, as well as calculations to determine inventory and purchasing needs, profit margins, and inventory control.

Text Book: Pharmacy Calculations
ISBN: 9780763822194

National Certification
Pharmacy Technician Certification Exam (PTCE) through PTCB, Pharmacy Technician Certification Board, is the certification that is available for the students to take after completing coursework at NTI.

Please visit the PTCB website for more information www.ptcb.org.