

# Certified Pharmacy Technician



150 Instructional Hours  
\$3495

Obtain the skills for the practice of institutional and community pharmacy practice. Identify operational guidelines and duties of a pharmacy technician, and apply them to retail, hospitals, long term care and mail order. Learn concepts including federal and state regulation, pharmaceutical terminology, and calculations, verbal and written skills. Prepare for credentialing as a Certified Pharmacy Technician (CPhT) through one of two nationally recognized and authorized bodies; Pharmacy Technician Certification Board (PTCB) or Certification of Pharmacy Technicians (ExCPT)

## ***Using Technology to Get the Job Series***

Interview Prep - Resume Workshop  
Job Search Strategies - Online Job Search  
Practical Interviewing

## Course Content

### **Pharmaceutical Terminology Seminar**

- Role of Pharmacy Personnel
- Ethics
- Education
  - Requirements
  - Continuing Education (CE)
  - National Certification
- Latin Abbreviations
- Basic Anatomy and Physiology

### **Basic Math**

- Fractions
- Decimals
- Ratios and Proportions
- Conversions
- Roman Numerals
- Pharmaceutical Math

### **Complete Review for the Pharmacy Technician**

- Federal and State Regulation
  - FDA
  - DEA
- State Boards of Pharmacy
  - NH, MA and ME
- Federal vs. State Policies
- HIPAA
- Medicare and Medicaid
- Pathophysiology
- Therapeutics
- Pharmacotherapy

- Pharmaceutics
  - Routes of Administration & Formulations
  - Non-sterile Compounding
  - Sterile Compounding
  - Aseptic & Antiseptic Technique
  - Personal Protection
  - ADME
- Herbals
- Drug Interactions
- Third Party
- Inventory

### **Pharmacy Simulation**

- Pharmacy Simulation
  - Computer Systems
  - Identifying Prescriptions
  - Identifying Medication Orders
  - Patient & Professional Information
  - Processing
  - Medication Therapy Management
  - Patient Communication

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### **Windows Introduction**