

# PHARMACY TECHNICIAN - ONE-YEAR CERTIFICATE OF COMPLETION (CC1)

## Description

The Pharmacy Technician One-Year Certificate of Completion prepares students for employment in the pharmacy industry. Pharmacy technicians are skilled workers trained to work in a pharmacy and assist in all areas of the pharmacy not requiring a registered pharmacist's professional judgment. Practice areas for pharmacy technicians include retail, hospital, manufacturing, disease state management, mail order, and insurance claim specialists. Pharmacy technicians process prescriptions and medication orders and play an integral role in maintaining the pharmacy department.

The curriculum focuses on the abilities needed to assist the pharmacist and provides the skills necessary to process prescriptions accurately, to participate in administration and management of a pharmacy, and to maintain inventory. Topics include medical terminology, anatomy and functions of the human body, therapeutic classification and drug names, pharmacy procedures, pharmaceutical calculations, pharmacy law, and interpersonal communication. Students will have a working knowledge of sterile technique, standards of practice, quality assurance, and patient confidentiality. In addition, students will develop, and practice communication skills needed to function in a professional setting. To gain workplace experience, students will participate in a hospital and/or retail pharmacy practicum.

The program prepares students to pass the national Pharmacy Technician Certification Exam (through PTCB) required by the Oregon Board of Pharmacy to practice as a pharmacy technician in Oregon.

The program is accredited through [ASHP/ACPE](#).

Program courses are offered in an online and hybrid format.

## Program Learning Outcomes

Upon successful completion of the program, students will be able to:

1. Demonstrate proficiency in assisting pharmacists in preparing, storing, and distributing medication products appropriate to a variety of pharmacy settings.
2. Determine industry standards of quality control and safety principles in the workplace.
3. Demonstrate legal and ethical standards and adhere to principles of patient confidentiality within the health care and community environment as defined by HIPAA.
4. Prepare for the pharmacy technician certification and licensure examination.

## Entrance Requirements

### Academic Entrance Requirements

- Completion of MTH 015 Basic Mathematics or higher or minimum placement Math Level 7
- Completion of WR 065 Rhetoric and Critical Thinking II or higher or minimum placement Wr/Comm Level 7
- BI 105 Essentials of Human Biology
- Completion of [online orientation](#)

### Other Entrance Requirements

- A high school diploma, a high school transcript noting successful graduation, or a GED
- 18 years of age
- All students enrolled in the program, which includes requirements for practical experience, may have to pass criminal history checks (CHC) as a condition of their acceptance into a medical or other facility for training. Students who do not pass the CHC may not be eligible to complete training at affiliated practicum sites, to sit for licensure or certification exams, or to be hired for some professional positions. Students who believe that their past history may interfere with their ability to complete the program of study or to obtain licensure or certification in their chosen field should contact the appropriate state board or the program director.
- 10-panel drug screen completed as a condition of acceptance into the program. Students must complete a 10-panel urine drug screen with the vendor chosen by the College prior to entry into the program. With the exception of certain prescribed medications, students with a positive drug screen, which prevents them from attending clinical, will be disqualified from entering the program. Please see the [Pharmacy Technician advising page](#) for detailed information.
- Documentation of current immunizations (MMR, Tdap, varicella, hepatitis B, flu, TB, blood titer). While the COVID-19 vaccine is not required for entry into the Pharmacy Technician program, clinical sites for practicum courses may require the COVID-19 vaccine. Please contact the program director if you have any questions.
- American Heart Association Health Care Provider or American Red Cross CPR card

## Additional Program Costs (Beyond Standard Tuition/Fees and Textbooks)

### Material Costs

- In some cases, fees associated with required immunizations and tuberculosis screening: \$150 to \$300+
- Drug screening: \$45
- Background check: \$65
- Immunization tracking: \$10
- American Heart Association CPR for Health Care Providers certificate: \$65 (Community Learning is \$99; HHP212A is one credit plus a \$20 lab fee - \$130)
- Distance students will be responsible for travel costs and expenses to campus for two lecture/lab weekends (Friday, Saturday and Sunday) each term.

### Enrollment Fees

- Program fee: \$200 per term

## Course Requirements

Course	Title	Credits
<b>Prerequisite Courses</b>		
BI 105	Essentials of Human Biology	5
<b>Support Courses</b>		

BA 214 or WR 121Z	Business Communications Composition I	3-4
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**Core Courses**

PHM 100	Pharmacy Technician Practice I	5
PHM 110	Pharmacy Calculations	3
PHM 115	Pharmacy Technician Lab I	2
PHM 120	Pharmacology I	5
PHM 130	Pharmacology II	5
PHM 140	Pharmacy Technician Practice II	5
PHM 145	Pharmacy Technician Lab II	1
PHM 190	Pharmacy Technician Practicum	1
PHM 191	Pharmacy Technician Practicum II: Retail/ Community	3

**Other Required Courses:**

Choose one course from the following:		3-4
AH 115	Cultural Responsiveness in Allied Health	
COMM 115	Introduction to Intercultural Communication	
COMM 218Z	Interpersonal Communication	
COMM 219	Small Group Communication	

**Total Credits** **41-43**

## Advising Notes

Program (PHM) courses begin twice a year, fall term and winter term. Students wishing to register in the fall Pharmacy Technician cohort must meet the basic prerequisite competencies and may register according to seat availability on a first-come, first-served basis, determined by the priority registration schedule.

Once admitted to the program, students must obtain a two-year nonrenewable Pharmacy Technician License from the Oregon Board of Pharmacy. This license is required to participate in the Pharmacy Technician practicum courses. Applicants must have a high school diploma, a high school transcript noting successful graduation, or a GED and be at least 18 years of age. Application for the license will require a background check, fingerprinting, passport photo, driver's license and a birth certificate OR passport. Students unable to obtain a pharmacy technician license will not be able to complete training at affiliated practicum sites or obtain employment in a pharmacy. Students who believe their personal history may interfere with their ability to obtain a license should contact the program director. Information for licensure is available from the [Oregon Board of Pharmacy website](#) or by calling 971-673-0001.

Students must be flexible in order to participate in the practicum. Students must perform 130 total hours working in a hospital and/or retail practicum setting. The practicum will be scheduled by the Pharmacy Technician department and the student must be free of commitments to complete the practicum.

Students must be at least 18 years of age, have a high school diploma, a high school transcript noting successful graduation, or a GED, have no criminal record and pass a National Pharmacy Technician Certification Exam to apply to the Oregon Board of Pharmacy for a Certified Pharmacy Technician License to practice as a pharmacy technician in Oregon.

This certificate is designed for students planning to enter the pharmacy technician field upon graduation. Often only selected credits are considered transferable to public or private baccalaureate institutions.

## Performance Standards

- Academic Requirements:
  - Students must have a 2.0 cumulative GPA to earn a COCC certificate or degree.
  - All prerequisites courses must be completed with a grade of C or higher.
- Additional Requirements:
  - Students must maintain a minimum 2.0 GPA while enrolled in the Pharmacy Technician program. Students who do not meet this standard may be dismissed from the program.
  - If a student is arrested for any reason while in the Pharmacy Technician program it should be reported to the program director immediately. The information will be reviewed and may affect the student's ability to obtain a pharmacy technician license. If a student is unable to obtain a pharmacy technician license he/she will be unable to complete the practicum and will be dismissed from the Pharmacy Technician program.

## Sample Plan

**First Year****First Term**

		<b>Credits</b>
BI 105	Essentials of Human Biology	5
BA 214 or WR 121Z	Business Communications or Composition I	3-4

Choose one of the following: 3-4

COMM 115	Introduction to Intercultural Communication	
COMM 218Z	Interpersonal Communication	
COMM 219	Small Group Communication	
AH 115	Cultural Responsiveness in Allied Health	

**Credits** **11-13**

**Second Term**

PHM 100	Pharmacy Technician Practice I	5
PHM 115	Pharmacy Technician Lab I	2
PHM 120	Pharmacology I	5
PHM 110	Pharmacy Calculations	3
PHM 190	Pharmacy Technician Practicum	1

**Credits** **16**

**Third Term**

PHM 130	Pharmacology II	5
PHM 140	Pharmacy Technician Practice II	5
PHM 145	Pharmacy Technician Lab II	1
PHM 191	Pharmacy Technician Practicum II: Retail/ Community	3

**Credits** **14**

**Total Credits** **41-43**