

# Pharmacy Technician



Community and Workforce Training  
Umpqua Community College



### **Program Mission:**

To prepare students to work as a pharmacy technician and sit the national certification exam.

### **Course Description:**

This 51-hour course prepares students to enter the field of pharmacy as a Certified Oregon Pharmacy Technician. The course prepares students to sit for either the 1) PTCB (Pharmacy Technician Certification Board) or 2) ExCPT (National Health Career Association) National Certification Exam. This course introduces pharmacy practices and the technician's role in a variety of pharmacy settings. Topics include medical terminology and abbreviations, drug delivery systems, law and ethics, pharmaceutical math, anatomy, and functions of the human body. Students will gain knowledge of sterile technique, standards of practice, quality assurance and patient confidentiality.

### **Instructors:**

Instructor(s) are Certified Pharmacy Technicians with multiple years of career experience. The instructors also serve as one of our certified specialists for other medical courses.

### **Job Placement:**

Many of the graduates of this program have been successful in gaining employment as a pharmacy technician. The certification exams are nationally recognized certifications which makes for good job placement opportunities.

### **Overall Program Outcomes:**

- prepare students to enter the field of pharmacy as a Pharmacy Technician under the direction of a pharmacist.
- prepare students to sit for the PTCB or ExCPT/NHA National Exam.
- Successful Completion of the course earns a Non-Credit Training Certificate. (NCTC) from UCC.

## **Prerequisites & Requirements:**

Upon registering for the Pharmacy Technician course, students must be 18 years old and have a High School diploma or GED equivalent.

The following functional abilities are considered to be essential in this job.

- Good Math Skills
- Good Memory
- Customer Service Oriented
- Organized
- Attention to Detail.
- High Energy
- Friendly
- Professional

If you have questions about your ability to meet these requirements, **please** contact the Community and Workforce Training Office pharmacy tech program coordinator at 541-440-4668.

## **Pharmacy Technician Requirements in Oregon**

Umpqua Community College does not require a background test to attend the course. However, pharmacies may require a background test prior to hiring an employee.

For more information, see the site below:

<https://www.howtobecomeapharmacytech.org/pharmacy-technician-requirements-oregon/>

## **Course Topics:**

- Introduction to Pharmacy Technology
- National Guidelines, Laws and Ethics
- Requirements of a Pharmacy Area
- Introduction to Pharmaceutical Math
- New Drug Approval Process
- Defining Drugs by Name
- Dosage Form
- Methods of Measurement
- Pharmaceutical Abbreviation
- Aseptic Technique
- Basic Pharmaceutical Equipment
- Anatomy and Functions of the Human Body

- Pharmacological Classes of Medication
- Vaccines
- OSHA (Occupational Safety & Health Administration)
- Inventory Control, Billing and Reimbursement

### **Pharmacy Outcomes:**

Students will demonstrate introductory skill and knowledge:

- Medical laws and specific guidelines and protocol that must be followed at all times.
- Pharmacy specific medical terminology
- Reading and interpreting prescriptions and defining drugs by generic and brand names
- Dosage calculations, IV flow rates, drug compounding, dose conversions, and dispensing of prescriptions.
- Students are prepared to sit for a national pharmacy technician certification exam.

### **Assessment:**

This is a Pass/No Pass class. Assessment is based on chapter quizzes, skill demonstration tests, and successful course assignments. The average score will be recorded.

Absences from class can affect your ability to pass the class. The instructor covers a lot of information in a very short period and students can fall behind quickly. More than two unexcused absences will be a No Pass.

### **Criteria for a Non-Credit Training Certificate:**

- An average score of 75% is required on all quizzes and tests is required to receive a Pass.
- Have no more than two unexcused absences from the class to receive a Pass.

### **Facilities and Schedule:**

Class are currently being conducted as online courses in real time. This means students are required to attend the course at the scheduled time and work directly with their instructor. Testing for certification is currently being held at various testing centers around the state. A selection of centers will be available to choose from when registering for the exam.

**Schedule:**

**We offer Pharmacy Tech once a year, beginning in January.**

Classes will meet twice a week in the evenings for 3-hour sessions.

For next available class dates please check the CWT website [www.umpqua.edu/workforce-professional-skills](http://www.umpqua.edu/workforce-professional-skills) or call 541-440-4668.

**Course Supplies:**

All supplies, including a textbook and flashcards will provided to all students.

**Course cost: \$1199.**

Payment is due at time of registration. A payment plan is available but full balance is due by Monday before the start of class. This non-credit class is not eligible for financial aid.

***\*\*\*Funding assistance may be available for those who qualify...see next page.***

**Certification and Licensing Costs: Not included in the course cost.**

**Certification Requirements in Oregon**

The Oregon State Board of Pharmacy (<http://www.oregon.gov/Pharmacy>) requires that Pharmacy Technicians be certified. Pharmacy Technicians can become certified by taking and passing an examination by the Pharmacy Technician Certification Board (PTCB, <https://www.ptcb.org>) or the Institute for the Certification of Pharmacy Technicians (ICPT, <http://www.nationaltechexam.org>).

Please see the specific website for more information on certification requirements and exams.

More information is also available from <http://www.NHANow.com>

A criminal background check will be conducted when applicant submits an application to the State of Oregon and as part of the application for the PTCB or ICPT Exam.

**Approximate Testing fee: \$130.**

**Approximate Licensing fee: \$105.**

## Student Financial Assistant Options:

- **STEP Program through WorkSource Oregon**  
Must be on SNAP & participate in STEP Program. Up to \$1700 in assistance for those who qualify. Contact Myra McManus at [Myra.A.McManus@oregon.gov](mailto:Myra.A.McManus@oregon.gov)
- **Workforce Investment Funds through South Coast Business**
- Must be unemployed or underemployed (this job will significantly raise your income)  
Contact: Minja Maksimovic at [minja@scbec.org](mailto:minja@scbec.org) or call 541-900-5550  
Natasha Garrison at [ngarriso@scbec.org](mailto:ngarriso@scbec.org) or 541-435- 9046 /1-800-822-3525
- **Vocational Rehabilitation training funds.**  
Voc. Rehab assists individuals with disabilities to get and keep a job that matches their skills, interest, and abilities. Call 541-440-3371.

## Advertising / Website Address:

<https://www.umpqua.edu/workforce-professional-skills>

## Application/Registration Process:

To register for Pharmacy Technician Training, please follow these steps:

- Attend an informational session.  
<https://www.enrole.com/umpqua/jsp/course.jsp?courseId=PTINFOSESSION&categoryId=10001>
- Register by phone or online.  
The total cost is \$749. If needed, they may make payments but \$500 is required at the time of registration with the remainder paid by first day of class.

## Contact:

Community and Workforce Training (CWT)

Umpqua Community College

[cwtoperations@umpqua.edu](mailto:cwtoperations@umpqua.edu)

541-440-4668