

# El Paso Community College

## Syllabus

### Part II

## Official Course Description

<b>SUBJECT AREA</b>	<u>Pharmacy Technology</u>
<b>COURSE RUBRIC AND NUMBER</b>	<u>PHRA 2161</u>
<b>COURSE TITLE</b>	<u>Clinical-Pharmacy Technician/Assistant III</u>
<b>COURSE CREDIT HOURS</b>	<u>1      0    :    6</u> Credits    Lec    Lab

### I. Catalog Description

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: PHRA 1309. (0:6). Professional Practice Insurance required.**

### II. Course Objectives

#### A. Personal/Interpersonal Knowledge and Skills

1. Demonstrate ethical conduct in all job-related activities.
2. Present an image appropriate for the profession of pharmacy in appearance and behavior.
3. Communicate clearly when speaking and in writing.
4. Demonstrate a respectful attitude when interacting with diverse patient populations.
5. Apply self-management skills, including time management, stress management, and adapting to change.
6. Apply interpersonal skills, including negotiation skills, conflict resolution, and teamwork.
7. Apply critical thinking skills, creativity, and innovation to solve problems.

#### B. Foundational Professional Knowledge and Skills

1. Demonstrate understanding of healthcare occupations and the health care delivery system.
2. Demonstrate understanding of wellness promotion and disease prevention concepts, such as use of health screenings; health practices and environmental factors that impact health; and adverse effects of alcohol, tobacco, and legal and illegal drugs. (2.8)
3. Demonstrate commitment to excellence in the pharmacy profession and to continuing education and training.
4. Demonstrate knowledge and skills in areas of science relevant to the pharmacy technician's role, including anatomy/physiology and pharmacology.
5. Perform mathematical calculations essential to the duties of pharmacy technicians in a variety of contemporary settings.
6. Demonstrate understanding of the pharmacy technician's role in the medication-use process.
7. Demonstrate understanding of major trends, issues, s, and initiatives taking place in the pharmacy profession.
9. Demonstrate understanding of nontraditional roles of pharmacy technicians.
9. Identify and describe emerging therapies.

#### C. Processing and Handling of Medications and Medication Orders

1. Assist pharmacists in collecting, organizing, and recording demographic and clinical information for direct patient care and medication-use review.
2. Receive and screen prescriptions/medication orders for completeness, accuracy, and authenticity.
3. Assist pharmacists in the identification of patients who desire/require counseling to optimize the use of medications, equipment, and devices.
4. Prepare non-patient-specific medications for distribution (e.g., batch, stock medications).
5. Distribute medications in a manner that follows specified procedures.
6. Practice effective infection control procedures, including preventing transmission of blood borne and airborne diseases.
7. Assist pharmacists in preparing, storing, and distributing medication products requiring special handling and documentation (e.g., controlled substances, immunizations, chemotherapy, investigational drugs, drugs with mandated Risk Evaluation and Mitigation Strategies [REMS]).
8. Assist pharmacists in the monitoring of medication therapy.
9. Prepare patient-specific medications for distribution.
10. Maintain pharmacy facilities and equipment, including automated dispensing equipment.
11. Use safety data sheets (SDS) to identify, handle, and safely dispose of hazardous materials.
12. Fill automated counting machines.

**D. Sterile and Non-sterile Compounding**

1. Prepare medications requiring compounding of sterile products.
2. Prepare medications requiring compounding of non-sterile products.
3. Prepare medications requiring compounding of chemotherapy/hazardous products.

**E. Procurement, Billing, Reimbursement and Inventory Management**

1. Initiate, verify, and assist in the adjudication of billing for pharmacy services and goods, and collect payment for these services.
2. Apply accepted procedures in purchasing pharmaceuticals, devices, and supplies.
3. Apply accepted procedures in inventory control of medications, equipment, and devices.
4. Explain pharmacy reimbursement plans for covering pharmacy services.

**F. Patient- and Medication-Safety**

1. Apply patient- and medication-safety practices in all aspects of the pharmacy technician's roles.
2. Verify measurements, preparation, and/or packaging of medications produced by other healthcare professionals (e.g., tech-check-tech).
3. Explain pharmacists' roles when they are responding to emergency situations and how pharmacy technicians can assist pharmacists by being certified as Basic Life Support (BLS) Healthcare Providers.
4. Demonstrate skills required for effective emergency preparedness.
5. Assist pharmacists in medication reconciliation.
6. Assist pharmacists in medication therapy management.

**G. Technology and Informatics**

1. Describe the use of current technology in the healthcare environment to ensure the safety and accuracy of medication dispensing.

**H. Regulatory Issues**

1. Compare and contrast the roles of pharmacists and pharmacy technicians in ensuring pharmacy department compliance with professional standards and relevant legal, regulatory, formulary, contractual, and safety requirements.
2. Maintain confidentiality of patient information.

**I. Quality Assurance**

1. Apply quality assurance practices to pharmaceuticals, durable and nondurable medical equipment, devices, and supplies.

2. Explain procedures and communication channels to use in the event of a product recall or shortage, a medication error, or identification of another problem.

### III. THECB Learning Outcomes (WECM)

As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

### IV. Evaluation

- A. Pre-assessment: none at this time
- B. Clinical Packets  
The student is responsible for his/her clinical packet at all time. The individual student will perform a self-assessment in each concept area for each objective. Once the self-check has been completed, the preceptor will check the student off on each objective. Both individuals will use the scale provided on the objective packet.
- C. Time Sheets  
Students are responsible to keep their time sheets and have them signed every week of rotation. The student should also have them to present to the clinical evaluator upon weekly visits.
- D. Preceptor Evaluation  
The student will be evaluated on work skills, attitude, and overall quality of work. These forms are required to be completed at the end of the rotation by the preceptor.
- E. Final Evaluation  
Final Evaluation will be based on completed objectives in clinical packet, Progress report, preceptor's evaluation, completed assignments, Final Exam, and paperwork association.

#### F. Grading Scale:

<u>Average Grade</u>	<u>Letter Grade</u>
91-100%	A
82-90.9%	B
75-81.9%	C
67-74.9	D
<67%	F
Incomplete	I
Withdrawn	W

Note: \*A grade of "D" or "F" will need to be repeated for all Health Careers and Technology Classes in order to graduate.

- G. Remediation  
At the instructor's discretion, students may be allowed to rewrite papers or retest for higher grades. Students requiring additional help may be referred to tutoring services.

**V. Disability Statement (Americans with Disabilities Act [ADA])**

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

**VI. 6 Drop Rule**

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

**VII. Title IX and Sex Discrimination**

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.