

PHARMACY TECHNICIAN

PROGRAM OUTLINE



The Penn Foster Career School Pharmacy Technician Program

Your independent study program includes courses designed to take you step-by-step through the techniques and skills that will help put you on the path to pursuing a career as a Pharmacy Technician. Your first course will be available as soon as your enrollment has been accepted. Other courses will follow as you complete your exams.

As you know, the Pharmacy Technician program is an online academic program. This means that you will need high-speed Internet access to begin your program. In addition, you will need access to a Microsoft® Windows® based computer running Windows® 7 or later or an Apple® Mac® computer running OS X® or later, and an email account to participate in and complete your program.

Your program includes:

Course 1

- ▶ Starting Your Program

Course 2

- ▶ Pharmacy Technician Orientation

Course 3

- ▶ Career Readiness

Course 4

- ▶ Pharmacology, Drug Class, and Body Systems, Part 1

Course 5

- ▶ Pharmacology, Drug Class, and Body Systems, Part 2

Course 6

- ▶ Pharmacy Practice Law and Regulations

Course 7

- ▶ Math Calculations for Pharmacy Technicians

Textbook: *Math Calculations for Pharmacy Technicians*

Course 8

- ▶ Pharmacy Sterile and Nonsterile Compounding

Textbooks: *Sterile Processing for Pharmacy Technicians*

Mosby's Pharmacy Technician: Principles and Practice

Course 9

- ▶ Pharmacy Management and Operations

Course 10

- ▶ Pharmacy Billing and Reimbursement

Course 11

- ▶ Pharmacy Management Software

Textbook: *Pharmacy Management Software for Pharmacy Technicians*

Course 12

- ▶ Pharmacy Technician Certification Review

Textbook: *The Pharmacy Technician Workbook & Certification Review*"

Optional Pharmacy Technician Externship

Upon Graduation:

You can request a voucher for the PTCE practice exam, as well as sponsorship for the PTCE certification exam. Note: These items are available to graduates when all program requirements and financial obligations have been met. Process for requesting voucher and sponsorship will be emailed to you upon graduation.

The Penn Foster Career School Grading System

Your examinations and projects will be graded on the following scale:

Lesson Grade	Letter	Rating
90-100	A	Excellent
80-89	B	Good
70-79	C	Average
65-69	D	Passing
Below 65	F	Failing

An overall program average of 65%, or above, is required to graduate and earn your Career Diploma.

**Important information regarding state requirements and externship: State boards may impose a variety of different requirements. These requirements vary from state to state. Before enrolling in the Penn Foster Pharmacy Technician program, you should contact the State Board of Pharmacy to obtain the requirements applicable to pharmacy technicians in your state. Contact information for State Board of Pharmacy (<http://www.nabp.net/boards-of-pharmacy>).*

For those students who choose to perform the externship

Acceptance into the externship for this program requires a background check. Externship applicants having felony convictions in their criminal history, regardless of the date of conviction, are not eligible to participate in externship.

Externship applicants with misdemeanor convictions relating to, drug and alcohol use, illegal use of controlled substances, theft of property, violation of pharmacy practice law, shoplifting, assault, disorderly conduct or weapons are not eligible to participate in externship. Misdemeanors will be reviewed on a case by case basis. Students are required to have a cumulative grade average of 70% or better in order to be accepted into the required externship.

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