

Fees (Due Upon Registration)

Course fee.....\$999

*TextbookApprox \$150
(textbook price subject to change)

Registration Process

Complete the Center for Community and Corporate Education
Registration Form and return it to us via:

- > Mail
- > Fax
- >E-mail
- >Walk In

Jefferson State Community College

The Center for Community and Corporate Education
2601 Carson Road
Birmingham, AL 35215
Phone: (205) 856-7710
Fax: (205) 856-7782
Email: workforcedev@jeffstateonline.com
Web: www.jeffstateonline.com/ccce

Payment

Payment is due at the time of registration. Please note that registration is not complete until course fees are paid in full. Payment may be made by VISA, MasterCard, Discover, check, money order, cash, or company-sponsored purchase order/documentation. Please deliver cash payments in person to Jefferson State's Center for Community and Corporate Education, George Wallace Hall, Room 202, 2601 Carson Road, Birmingham, Alabama. Make checks and money order payable to Jefferson State Community College.

Refunds/Withdrawals

Jefferson State reserves the right to cancel any course for any reason, including insufficient enrollment. If JSCC cancels a course for which a student is registered, the student will automatically receive a full refund. If the date and/or time of the course is changed by JSCC, the student may request a refund by completing a "Withdrawal Form" within three business days following the date change notification. Jefferson State will not issue full or partial refunds for classes which have been cancelled, nor dismissed early due to inclement weather or other circumstances beyond our control. To withdraw and receive a refund after registering, students must submit a completed "Withdrawal Form" to the Center for Community and Corporate Education at least ten days in advance of the first day of class. Refunds are less an administrative fee of five percent (5%) of the refund amount. Students who register less than ten business days in advance of the first day of class, waive their rights to a refund except for insufficient enrollment. The "Withdrawal Form" may be found at www.jeffstateonline.com.



Center For Community and Corporate Education
George Wallace Hall, Room 202
2601 Carson Road
Birmingham, Al 35215

Registration: 205-856-7710

Fax: 205-856-7782

E-mail: workforcedev@jeffstateonline.com

Website: www.jeffstateonline.com



Pharmacy Technician Certification Prep Program



**The Center for Community
and Corporate Education**

Pharmacy Technician Certification Program

Pharmacy Technicians

Pharmacy Technicians work in pharmacies under the direction of a pharmacist. Their main responsibility is filling prescriptions according to doctor's orders. Pharmacy Technicians prepare medications for dispensing to patients. This generally includes retrieving drugs in the correct dosage form and strength, measuring the appropriate amount of a drug and producing a prescription label. Pharmacy Technicians work with drugs to be administered orally, topically, for the eye, nose, etc. Depending upon the practice setting, a Pharmacy Technician is also involved in the admixture of the drugs for intravenous use. Other duties include:

- Checking inventories and ordering supplies
- Receiving and checking in supplies
- Assisting customers
- Keeping pharmacy work areas clean
- Completing insurance forms

Pharmacy Technicians—Employment & Education

Pharmacy Technicians may work in retail pharmacies, mail order pharmacies, home infusion pharmacies, long term care facilities, hospitals, clinics, pharmacy benefit managers and large industrial complexes. The demand for Pharmacy Technicians continues to grow and is expected to increase substantially through 2010. This high demand is the result of the constant availability of new drugs, the national shortage of registered pharmacists, the establishment of certified pharmacy technicians and the aging population.

Pharmacy Technician Certification Program

This comprehensive 60-hour course will prepare students to enter the pharmacy field and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, and billing and reimbursement. The Pharmacy Technician Certification Program includes a graded final exam to help prepare students for the PTCB exam.

Requirements for Eligibility

1. High school diploma or GED
2. Complete the Compass Exam (math only) within 10 business days of start of class—Free



PTCB Detailed Course Information:

- Role of the pharmacy technician
- Pharmacy history/discussion of various practice settings and the technician certification process
- Recruiting by pharmacy specialty
- “Evolution of Pharmacy”
- Review of hospital pharmacy setting, retail practice, regulatory agencies involved with a pharmacy practice, long term care pharmacy practice
- Pharmacy measures, roman numerals, abbreviations
- Review of generic drugs, basic biopharmaceuticals, dosage forms, patient profiles
- Prescription label requirements, order transcription, ordering and inventory control, drug pricing, third party reimbursement
- Formularies, unit dose systems, emergency and crash carts, house supplies, automatic stop orders, calculating number doses required
- All major classes of drugs including top brand names and generic drugs
- Aseptic technique, handling of sterile products including antineoplastic agent considerations
- Basics of IV solutions, calculating 24-hour supply of IV solutions, percentages and electrolytes preparations
- The metric system
- Apothecaries' and avoirdupois system of measurement
- Children's doses
- Allegation method, math review
- Total Parental Nutrition (TPN). Demonstration of TPN admixture, hands-on practice of IV admixture and parental medication preparation.

Get Started Today!