

Course Outline



Pharmacy Technician

In as little as four months you can be ready to start making money as a Pharmacy Technician.

You get everything you need to know in easy-to-understand lessons that take you step by step from the basics of the Language of Pharmacy, Intro to the Human Body, Pharmacy Operations, through advanced subjects like Pharmacy Math Calculations. This outline gives you a preview of what you will learn.

UNIT 1

Welcome to the World of Pharmacy

Explore a day in the life of a pharmacy and its staff. See areas where pharmacy practice is expanding, as well as upcoming opportunities for pharmacy technicians. You'll also review the professional requirements to be a pharmacy technician.*

The Role of the Pharmacy Technician

Become familiar with the roles and duties you will encounter in your new career. You'll also explore communication skills.

The Language of Pharmacy

Root words, prefixes and suffixes and how to derive word parts. Abbreviations used in prescriptions and medical orders. The Quick Learn System of medical terminology will help you.

Pharmacy Communication: Orders & Prescriptions

Evaluate written communications and also explore ways to detect fraudulent prescriptions and orders.

Drug Information Sources

Learn which questions you can address and which questions should be referred to the pharmacist.

Introduction to the Human Body

The ten basic human anatomy systems and how they interact in a stable, healthy human. Gain a strong foundation.

Pharmacy Operations

Purchasing and inventory control. Product quality, disposing of expired products and management opportunities.

Also Included

- The History of Pharmacy • Business Math Tutor Part I
- Quick Learn Tutor, including flashcards

UNIT 2

Understanding Dosage Forms

Medication dosage forms and the physiological routes they follow once administered. Tablets, capsules, solutions, suspensions, suppositories and sprays, measuring equipment.

Drug Actions and Interactions

Drug actions and interactions. You'll explore the body's ability to interact with different drugs at one time and gain insight into monitoring and responding when negative results occur.

Negative Reactions: Medication Errors and Poisons

This important lesson discusses medication errors and how the pharmacy staff addresses them. You'll also study toxic substances and available antidotes.

Special Considerations: The Young and the Old

Special medication requirements of pediatric, neonatal and geriatric patients and your role in ensuring accurate drug dosages. Plus you'll explore calculations for proper dosage.

Computers and Pharmacology

Computers have revolutionized the pharmacy industry. Discover computer programs that help control inventory and expedite customer service.

Financial Management and Health Insurance

Financial transactions, including health insurance reimbursement. In addition, explore the financial issues in the industry, as well as how to process patient health insurance.

Also Included

- Business Math Tutor Parts 2 & 3

UNIT 3

Intro to Pharmacy Math and Measurement Systems

Review the basic math skills necessary to be a pharmacy technician. You'll also get an overview of systems of measurement (metric, household and apothecary).

Antimicrobial Agents

Medicinal agents available to fight pathogens. You'll learn the specific drugs used, as well as the battery of HIV antiviral agents currently in use.

Antineoplastic Agents

You will learn the three types of treatment used to treat cancer—their actions, interactions and side effects. You will also explore the toxicity of specific drugs.

Respiratory and Allergy Drugs

Many types of respiratory and allergy drugs are available to U.S. consumers. This lesson will teach you about the most common types of drugs in this category—their therapeutic uses, actions and side effects.

Pharmacy Law and Ethics

A pharmacy career involves responsibility and trust. You'll learn what laws govern your position, what federal standards affect pharmacy technicians and what regulatory agencies oversee drugs and institutions.

Central Nervous System Drugs

The three classes of drugs that affect the nervous system and the therapeutic uses. Neuroses, psychoses and different types of depression. Antidepressants and anti-anxiety drugs.

Also Included

- Drugs of Abuse • Bloodborne Pathogens (BBP)

UNIT 4

Cardiovascular and Pulmonary Agents

The seven basic types of cardiovascular disorders and the classes of drugs used to treat them.

Digestive System Drugs

The six basic categories of digestive complaints. Study each ailment along with the therapeutic agents used to treat them.

Nutrition and Vitamins

Nutrients and vitamins have an effect on the body and must be taken into consideration when discussing drug interactions. How nutrients are classified.

Muscle Relaxants and Analgesics

Get familiar with muscle relaxants, analgesics, antipyretics and anti-inflammatory agents.

Immunological Agents

Explore vaccines—their names, indications and contraindications, side effects and how they work.

UNIT 5

Endocrine System and Hormones

Names, therapeutic actions, interactions and side effects of medicinal agents affecting the glands of the reproductive and endocrine systems.

Pharmacy Math Calculations

Pharmacy techs calculate drug dosages using four different methods. Learn each method to calculate dosages for liquid, tablet, capsule, parenteral and other forms of medications.

Compounding

Learn how to compound, or create, medications from chemical components, safety guidelines as well as record-keeping when compounding.

Practicum

Real-world pharmacy environment where you will show the three areas of competence—assisting in serving patients, maintaining medication and inventory control systems and knowledge of general pharmacy operations.

Career Starter Guide



A U.S. Career Institute exclusive! The Career Starter Guide will give you step-by-step guidance in getting your first job. You'll learn how to create the best résumé for yourself... how to write a letter of inquiry...how to perfect your interview skills and more.

Ensure your success and enrich your program by enrolling today in the Enhanced Version! Receive extra supplements and tools that help jumpstart your career! Contact us at 1-800-528-7907 for more information.

You can enroll right away through our secure website at <https://enroll.uscareerinstitute.edu> or you can call our toll-free EasySTART line at 1.800.528.7907, Monday through Friday, 9 a.m. to 9 p.m. and Saturday, 10 a.m. to 7 p.m. Eastern Standard Time.



A+ Rating

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*It is the student's responsibility to verify whether or not the clock hours earned from the institution will transfer to other institutions or meet specific state, municipal, and/or employee training requirements.

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- ▶ Step-by-step format makes learning easier and more rewarding.

When you graduate, you'll be ready to enter the exciting world of healthcare—with your up-to-date and in-demand career skills.

There is nothing more rewarding than working in a career where your efforts really help others. And as a trained Pharmacy Technician, you get all the benefits of helping people and the opportunity to make good money. Plus you will have a secure career in the rapidly growing healthcare field. **Start your training today!**



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