Course Information

Division: Allied Health
Course Number: HCE 174
Title: Fundamentals of Pharmacy Practice
Credits: 2
Developed by: Dr. Mayuree Siripoon, RN, DNS, FNP-BC
Lecture/Lab Ratio: 2 Lecture/0 Lab
Transfer Status:

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<th>ASU</th>
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Activity Course: No
CIP Code: 51.0800
Assessment Mode: Pre/Post Test (100 Questions/100 Points)
Semester Taught: Fall
GE Category: None
Separate Lab: No
Awareness Course: No
Intensive Writing Course: No

Prerequisites: None

Educational Value
This course is designed for pharmacy technician students. It provides knowledge and skills relating to competencies required in the pharmacy technician program.

Description
This course introduces the basic concepts essential for the pharmacy technicians. The concepts include: evolution of the pharmacy, pharmacy laws, ethics, and confidentiality, technician’s role in ensuring patient rights, and the mechanics of medication dispensing and inventory control.

Supplies
None
Competencies and Performance Standards

1. Acquaint self with the evolution of the pharmacy and the profession of pharmacy technician.

Learning objectives

What you will learn as you master the competency:

a. Explain the historical relationships of culture, religion, and medicine.
b. Define pharmacopeia and discuss its origins.
c. List the organizations established in the United States to provide standards for the practice of pharmacy.
d. Compare and contrast the practice of pharmacy before and after the emergence of large chain pharmacies.
e. Create a timeline for the establishment of the pharmacy laws.
f. Discuss the importance of mandatory education and certification in being respected as professionals.
g. List some pharmacy settings that are available for technician employment.
h. Demonstrate examples of professional behavior in the pharmacy.
i. List steps to gain respect as a pharmacy professional.
j. Discuss detriments to be viewed as a professional.
k. Define the roles of pharmacy technician in various settings.

Performance Standards

Competence will be demonstrated:

- On assigned activities and written exams.

Performance will be satisfactory when:

- Learner responds correctly to exam questions.

2. Describe pharmacy law, ethics and confidentiality.

Learning objectives

What you will learn as you master the competency:

a. Discuss reasons for the strict legal regulation of pharmacy operations.
b. Explain some common legal terminology pertinent to healthcare.
c. Relate some episodes that prompted the passing of the Pure Food and Drug Act of 1906 and the Food, Drug and Cosmetic Act of 1938.
d. Explain the purpose of the Durham-Humphrey Amendment of 1951 and the Kefauver-Harris Amendment of 1962.
e. Describe some rights and responsibilities of manufacturers when marketing and FDA-approved drug.
f. List important requirements for ordering, storing, and dispensing drugs regulated by the Controlled Substance Act.
g. Apply legal regulations to labeling, filling, and dispensing prescriptions.
h. Explain laws affecting the labeling and sale of non-prescription drugs, insulin syringe, and exempt narcotics.
i. Define ethics and morality.
j. Discuss the importance of ethics in the practice of a pharmacy technician.
k. Develop personal code of ethics.
l. Apply decision-making skills to various scenarios.
m. Discuss importance of confidentiality
n. List examples of protected health information (PHI)
o. Define HIPAA.
p. Outline the important regulations included in HIPAA.
q. Discuss confidentiality as it relates to morality, ethics, and the law.
r. Describe common situations in a technician’s practice that may violate patient confidentiality.

**Performance Standards**

*Competence will be demonstrated:*
- On assigned activities and written exams.

*Performance will be satisfactory when:*
- Learner responds correctly to exam questions.

3. **Evaluate technician’s role in ensuring the patient rights:** right medication to the right patient at the right time, right dosage form, right route of administration, right price, and prevention of medication error.

**Learning objectives**

*What you will learn as you master the competency:*

a. Communicate effectively with patients and healthcare professional.
b. Evaluate prescription for completeness and accuracy
c. Explain the meanings of the terms “brand name,” “generic name,” and “chemical name.”
d. Develop a procedure for verifying unacceptable abbreviations.
e. Use professional judgment to determine which communications require a pharmacist’s intervention.
f. Describe the various dosage forms available for medications.
g. Define routes of administration for medications.
h. Apply the dosage form and administration route to prescription evaluation.
i. Demonstrate a basic working knowledge of third-party insurance plans for prescriptions.
j. Discuss patient insurance issues with physicians.
k. Assist patients to understand and optimize their prescription coverage.
l. Discuss the health consequences of medication errors.
m. Describe common causes of medication errors.
n. List JCAHO National Patient Safety Goals pertaining to medication safety.
o. Develop quality-assurance measures to assist in preventing medication errors.

**Performance Standards**

*Competence will be demonstrated:*
- On assigned activities and written exams.

*Performance will be satisfactory when:*
- Learner responds correctly to exam questions.
4. Describe over-the-counter medications, herbal products, and diagnostic aids.

**Learning objectives**

What you will learn as you master the competency:

a. List the classes of over-the-counter medications
b. Describe several drugs in each class.
c. List products that are sugar- and alcohol-free.
d. Demonstrate initiative in the sale of over-the-counter medications
e. Describe procedures for the sale of the growing list of drugs that are kept behind the prescription counter but do not require a prescription.

**Performance Standards**

Competence will be demonstrated:

- on assigned activities and written exams.

Performance will be satisfactory when:

- Learner responds correctly to exam questions.


**Learning objectives**

What you will learn as you master the competency:

a. Recognize the required parts of an outpatient prescription.
b. Discuss pharmacy software alerts and technician responses to alerts.
c. Demonstrate accurate evaluation of outpatient prescriptions.
d. Demonstrate how to choose the correct drug from the drug file.
e. Establish procedures for accurate prescription processing.
f. Design an efficient workflow process for an outpatient pharmacy setting.
g. Evaluate and process outpatient prescriptions.

**Performance Standards**

Competence will be demonstrated:

- On assigned activities and written exams.

Performance will be satisfactory when:

- Learner responds correctly to exam questions.


**Learning objectives**

What you will learn as you master the competency:

b. Discuss delivery systems for inpatient medication orders.
c. Diagram a technician workflow process for an inpatient hospital setting.
d. Process inpatient medication orders in a homecare setting.
e. Discuss delivery systems in a homecare setting.

**Performance Standards**

Competence will be demonstrated:

- On assigned activities and written exams.
Performance will be satisfactory when:
- Learner responds correctly to exam questions.

7. **Demonstrate knowledge of inventory control.**

**Learning objectives**

What you will learn as you master the competency:

a. Discuss the development and use of a formulary system.

b. Outline the responsibilities of a P&T committee.

c. Demonstrate knowledge of various ordering systems.

d. Outline steps in the receiving process.

e. Describe an invoice and order check-in process.

f. Describe a process for handling and storage of items.

g. Establish an inventory management system.

**Performance Standards**

Competence will be demonstrated:
- On assigned activities and written exams.

Performance will be satisfactory when:
- Learner responds correctly to exam questions.

**Types of Instruction**

Classroom discussion and presentation.

**Grading Information**

**Grading Rationale**

A pretest will be administered at the beginning of the course, and a posttest at the end of the course. They will not count as part of the final grade. Five unit examinations will count as 75% of the final course grade. The final exam will count as 25% of the final course grade.

**Grading Scale**

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<td>B</td>
<td>80-89%</td>
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