



# PHARMACY TECHNOLOGY

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## VINCENNES UNIVERSITY

[Pharmacy Technology 4832, A.S. Career/Tech](#)

[Pharmacy Technology Certificate 4835, C.G.](#)

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The Vincennes University Pharmacy Technology Program is accredited by the American Society of Health-System Pharmacists, and prepares technicians for the Pharmacy Technician Certification Board's (PTCB) Pharmacy Technician Certification Exam (PTCE) and also qualifies as a PTCB Certified Compound Sterile Preparation Technician (CSPT) Training Program



@vupharmtech

1002 North First Street Vincennes, Indiana 47591

# Table of Contents

<b>Table of Contents</b>	2
<b>Welcome!!!</b>	3
<b>Recent Awards</b>	4
<b>Contact Information</b>	5
<b>Vincennes University Partnerships</b>	5
IU Health and Vincennes University Partnership Admissions	5
Ben Davis/Area 31 Partnership	5
Twin Rivers Area Career & Technical Education Area	5
<b>Pharmacy Technology Graduation Certificate 4835</b>	6
<b>Associate of Science Pharmacy Technology 4832</b>	6
<b>Goals</b>	6
<b>Program Description: What is a Pharmacy Technician?</b>	7
<b>Quick Facts:</b>	7
<b>Criminal History &amp; Drug Screen Policy</b>	7
<b>Requirements for Pharmacy Technology Students</b>	7
<b>Fees (additional to tuition)</b>	8
<b>Admission Requirements</b>	8
<b>How to Apply for the Pharmacy Technician Program</b>	9
<b>Major Program Requirements</b>	9
ACCT 100 - Basic College Accounting 3 hrs (Sem I, II)	9
HIMT 110 - Medical Terminology for Allied Health 3 hrs (Sem I, II)	9
PHRM 105 - Pharmacology I 3 hrs (Sem I)	10
PHRM 110 - Dispensing Lab I 2 hrs (Sem I)	10
PHRM 200 - Pharmacy Management 3 hrs (Sem II)	10
PHRM 206 - Pharmacology II 3 hrs (Sem II)	10
PHRM 211 - Dispensing Lab II 2 hrs (Sem I)	10
PHRM 220 - Pharmacy Calculations 3 hrs (Sem I)	10
PHRM 225 - Practicum 4 hrs (Sem II)	11
SOCL 151 - Principles of Sociology 3 hrs (Sem I, II)	11
SOCL 180 - Clinical Aspects of Substance Abuse 3 hrs (Sem I, II)	11
Elective 1 hr	11
<b>University Core Curriculum Requirements</b>	11
Composition	11
Mathematics	11
Speech	11
Lab Science	12
Social Science	12
UCC Electives	12
<b>Recommended Sequence of Courses</b>	12

## Welcome!!!

Vincennes University  
Department of Health Sciences and Human Performance  
1002 North 1st Street  
Vincennes, IN 47591



Dear Prospective Student:

Thank you for considering enrolling in the Pharmacy Technician program at Vincennes University! This degree will prepare you for a wide variety of career opportunities in both the public and the private sector. All of the courses required for this degree are available online and in this booklet. Recently, Vincennes University was ranked by 3 different websites as one of the best value colleges for a Pharmacy Technician degree online; BestColleges.com, Accreditedschools.org and Pharmacytechnicianguide.com.

The editors at BestColleges.com noted that, “Our pharmacy technician program ranking aims to highlight schools that are providing exceptional academic programs while remaining accessible, affordable, and flexible for today’s nontraditional students,” says Stephanie Snider, Director of BestColleges.com. “By earning a position on this ranking, Vincennes University has demonstrated their dedication to providing a quality learning environment where student success and outcomes are a top priority.”

Attached you will find the 2018-2019 Pharmacy Technician Degree Planner, which outlines the Major Program Requirements, University Core Curriculum Requirements and Recommended Sequence of Courses. We currently offer a Certificate of Graduation (C.G.) and an Associate's of Science/Career Tech Degree (AS/CT). The C.G can be obtained in the first two semesters and the AS/CT in all four. Both can be obtained online or on campus, however online students are required to come to campus for one week during the first semester to test out in the labs. For the Certificate of Graduation, you need to follow semester I and II only for 33 hours. If you are interested in the Associate Degree you will follow the degree planner for the 60 hours.

I invite you to become part of the Pharmacy Technician’s digital community by exploring our Facebook, Instagram and Twitter platforms.

I am excited about our new partnership and look forward to the opportunity to help you grow and prosper in the exciting world of Pharmacy Technology! Please feel free to contact myself at 812-888-4470 or e-mail at ko'connor@vinu.edu or call the Admission & Recruitment Coordinator Jenny Hooten at 812-888-4243 or e-mail jhooten@vinu.edu for more information or any questions.

Sincerely,

Karen M. O'Connor CPhT, BS  
Pharmacy Technology, Chair

## Recent Awards



Vincennes University's Pharmacy Technology Program was awarded the Indiana College and Career Readiness Awards for Excellence. The awards were presented at a February 26, 2019 ceremony at the Indiana Government Center in Indianapolis. The Indiana Career and Technical Education Awards for Excellence Program recognizes exemplary programs, students, and partnerships that benefit the state. The program is supported by a grant through the Indiana Department of Education and by contributions from the Indiana Dept. of Workforce Development, VU, Ivy Tech Community College, and the Indiana Association of Career and Technical Education Districts.

## Online Recognition



Recently Vincennes University Pharmacy Technician program has received 3 awards for Best Online Associate Degree, Best Pharmacy Technician School(s), and 2018-2019 Best Pharmacy Technician Program in the U.S.

## Contact Information

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## Vincennes University Partnerships

### **IU Health and Vincennes University Partnership**

Students who complete the IU Health Pharmacy Technology certificate program are eligible for automatic acceptance into the VU AS/CT degree pathway allowing them to complete their AS/CT in as little as two semesters. This can be done on campus or online. Students should select that they are an IU Health Transfer when completing the pharmacy technology application.

For more information on IU Health please feel free to access their site:

<https://iuhealth.org/professional-education/health-sciences-education/pharmacy-technician>

### **Ben Davis/Area 31 Partnership**

Vincennes University is proud to have the only ASHP accredited high school program in the nation that offers an Associate's Degree. Students in the Indianapolis, IN, Area 31 district have the opportunity to graduate with an AS/CT, become state licensed technicians, sit for the PTCB National Certification Exam at the same time they are completing their High School Diploma.

For more information on Ben Davis/Area 31 please feel free to access their site:

<https://area31careercenter.com/>

### **Twin Rivers Area Career & Technical Education Area**

Twin Rivers is a Career & Technical Education Cooperative composed of 12 school corporations serving area high schools in Daviess, Greene, Knox, Martin, Sullivan counties in southwest Indiana with the goal to more effectively and efficiently provide career & technical education and training to high school students. High School Seniors involved in Twin Rivers will be able to start applying in spring of 2019 for the VU Pharmacy Technology certificate programs 2019-'20 academic year.

For more information on Twin Rivers please feel free to access their site:

<http://twinriversarea.org/>

## Pharmacy Technology Certificate of Graduation 4835

This program is designed to provide students the basic skills and knowledge to work as a Pharmacy Technician and assume entry-level management responsibilities in a pharmacy.

The course work is designed to prepare technicians for the Pharmacy Technician Certification Board's (PTCB) Pharmacy Technician Certification Exam (PTCE) and the PTCB Certified Compound Sterile Preparation Technician (CSPT) exam, as well as become licensed Pharmacy Technicians in their state. This program enables students to develop the proficiency and skills necessary for entry level placement in pharmacy. It also addresses those measures of public health and ethical conduct required to uphold and foster the dignity of pharmacy service. Upon completion, the pharmacy technology students will be able to comply with the goals of the program

### *C.G. Program Outcomes*

Upon completion of the C.G. the student will able to;

- 1) demonstrate the cognitive knowledge necessary for satisfactory performance in an entry-level pharmacy position;
- 2) prepare medication for clients through mixing, counting pills, and labeling bottles; 3) demonstrate inventory and stocking skills;
- 4) prepare I.V. mixtures, ointments and creams; 5) demonstrate proper drug dispensing techniques; and
- 6) apply mathematics concepts for dosage calculation.

## Associate of Science Pharmacy Technology 4832

This program is designed to provide students the basic skills and knowledge to work as a Pharmacy Technician as completed in the Certificate of Graduation. All content in the Certificate of Graduation Program is included in the AS Program. Additionally, students will meet the University General Education Outcomes for the AS Career and Technical Core, and graduates will be prepared for entry-level management positions in pharmacy settings.

### *AS/CT Program Outcomes*

Upon completion of the C.G. the student will able to;

- 1) demonstrate the cognitive knowledge necessary for satisfactory performance in an entry-level pharmacy position;
- 2) prepare medication for clients through mixing, counting pills, and labeling bottles; 3) demonstrate inventory and stocking skills;
- 4) prepare I.V. mixtures, ointments and creams;
- 5) demonstrate proper drug dispensing techniques;
- 6) apply mathematics concepts for dosage calculation; and
- 7) apply management skills in the pharmacy setting.

## Program Description: What is a Pharmacy Technician?

A pharmacy technician assists a pharmacist with the preparation of prescription medications for customers. The technician may receive written prescription requests or may process requests doctors' offices send electronically or phone in.

Depending on state laws, a pharmacy technician may also develop new drug therapies, compound or mix medications, manage patient files, provide vaccines, and get refill authorizations from doctors. organizes drug inventory and lets a pharmacist know if there are any shortages.

### Under pharmacist supervision, pharmacy technicians:

- Supply medicines to patients, whether on prescription or over the counter
- Assemble medicines for prescriptions
- Provide information to patients and other healthcare professionals.

### Pharmacy technicians also:

- Manage areas of medicines supply such as dispensaries
- Supervise other pharmacy staff
- Produce medicines in hospitals and the pharmaceutical industry.

### Where do pharmacy technicians work?

- Pharmacy technicians work in many different work environments. These include:
  - Community pharmacies (sometimes called retail or high street pharmacy) and hospitals.
  - Pharmaceutical production or sales in the pharmaceutical industry
  - Prisons, primary care organizations, education and training, the military, veterinary pharmacy and pharmacy organizations.

## Quick Facts:

- Pharmacy technicians earned a median salary of \$33,060 a year or \$15.90 an hour in 2017. (**U.S Bureau of Labor Statistics**)
- According to BLS as on May 2017 there were 417,720 pharmacy technicians working across the nation, out of which 282,155 were PTCB certified. As PTCB certified pharmacy technicians are being preferred by employers, each year more number of pharmacy technicians are getting themselves PTCB certified.
- More than half of all jobs were in pharmacies and drug stores.
- Positions are usually full-time, and schedules may include weekends and evenings.
- The job outlook for this occupation is very good, predicts the U.S. Bureau of Labor Statistics. The government agency says employment will grow much faster than the average for all occupations through 2026. Indiana alone expects an average of **810 job openings annually** from 2016-2026.

## Requirements for Pharmacy Technology Students

1. Students must possess CPR certification for Professional Rescuer/AED from the American Red Cross, or Health Care Provider Level from the American Heart Association or obtain certification within the first semester of enrollment.
2. Students must provide verification of Hepatitis B inoculation or refusal thereof.
3. Students must supply their own transportation to clinical sites.

## Criminal History & Drug Screen Policy

The Pharmacy Technology programs (both the Certificate of Graduation and Associate of Science Career/Tech) require that all applicants selected for admission submit a criminal history report and drug screen. Applicants should be aware that any previous or current conviction of a crime or any positive drug screen results, may result in ineligibility to be admitted to the Program and/or affect the ability to obtain state licensure and/or national certification.

The determination to take the national certification exam will be made by the Pharmacy Technician Certification Board (PTCB). More information about the pharmacy technology requirements and application can be found at Indiana Professional Licensing Agency <http://www.in.gov/pla/2898.htm>.

The determination to take the national certification exam will be made by the Pharmacy Technician Certification Board (PTCB). More information about the pharmacy technology requirements and application can be found at Indiana Professional Licensing Agency <http://www.in.gov/pla/2898.htm>.

## Fees

**Additional Fees Beyond Tuition Costs: \$720.00-\$920.00** (approximate estimate)

- **Castle Branch- \$120.00** (Application Drug Screen, Background and Medical Records Management)
- **State Licensure/Background-\$100.00**
- **Books/Scrubs-\$500-700** (varies if buying new or used books)

**Occupations upon completion of program:**

Students who complete their certificate of graduation or associates degree are licensed technicians in the state of Indiana and sit for the PTCB National Certification Exam.

## Admission Requirements

1. Meet admission requirements for the University.
2. Complete READ 011 with a grade of “C” or higher or qualify for exemption from READ 011 as determined by placement test scores (e.g. SAT, ACT, or other standardized placement tests as accepted by Vincennes University).
3. Qualify for placement into MATT 109 or higher with no co-requisite requirements as determined by the Vincennes University Accuplacer test; or complete MATT 109, MATH 102, or MATH 103 with a grade of “C” or better.
4. Qualify for placement into ENGL 101 with no co-requisite requirements as determined by placement test scores (e.g. SAT, ACT, or other standardized placement tests as accepted by Vincennes University) or complete ENGL 101 with a grade of “C” or better.
5. Hold no grade less than a “C” in any required course in the Pharmacy Technology Curriculum.
6. Satisfy GPA Requirements
  - a. High School students must have a high school GPA of at least 2.3.
  - b. Students with completed college level courses must hold a cumulative GPA of at least 2.0.
7. Submit a satisfactory criminal background check and pass a drug screen from firms approved by the Pharmacy Technology Program. Refer to the Pharmacy Technology web site for details on the Criminal History Background Check policy at [www.vinu.edu/healthcareers](http://www.vinu.edu/healthcareers).



## How to Apply for the Pharmacy Technician Program

In order to apply for admission to the Pharmacy Technology Program, an applicant must first be admitted to Vincennes University (see section above for more information). Once the applicant has been admitted to VU, they will be provided additional information on how to apply to the Pharmacy Technology Program.

Current Vincennes University students can email [jhooten@vinu.edu](mailto:jhooten@vinu.edu) for directions on applying to either of the pharmacy technology programs. Both new and continuing students will be required to submit a separate application packet to the Pharmacy Technology Program. IU Health students wishing to complete the AS/CT with Vincennes University must choose the "IU Health Transfer Application" and provide their IU transcripts.

### Applicants should note the following:

- Compliance with all admission criteria does not guarantee admission to the program. Application requirements may include: a completed pharmacy technician application, test scores (if applicable), and copies of previous college transcripts (if applicable). Applicants that will be transferring credits from other colleges will be required to have an official college transcript sent to Vincennes University. All transfer credits are determined by the VU Registrar's Office, not the Pharmacy Technology Program.
- After initial acceptance to the University, all information will be communicated with applicants via email. Once a decision is made on the initial program application, the applicant will be notified of eligibility. Those selected for potential admission will be required to submit the following documentation as directed by the program to complete the admission process.
  1. Required physical examination and immunization records.
  2. Satisfactory criminal history report by an approved vendor (information will be provided to applicants selected for admission). No applicants with previous convictions of drug related offenses, theft, violent crimes such as battery, and any felony convictions will be admitted to the program. Applicants with other convictions or applicants that have current charges pending, will be asked to submit a letter of explanation, relevant court documents, and letters of reference to the Program. The documentation will be review by the Pharmacy Technology Admissions Committee to determine eligibility to the program.
  3. Satisfactory drug screen provided by the approved vendor (information will be provided to applicants selected for admission).

## Major Program Requirements

### ACCT 100 - Basic College Accounting 3 hrs (Sem I, II)

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A course in the fundamentals of accounting practices. Emphasis is on journalizing, posting, preparing financial statements, reconciling bank statements, and understanding elements of payroll. The course is specifically designed for students with little or no previous accounting or bookkeeping experience and who are enrolled in an occupational program requiring only one accounting course. This course may not be substituted for ACCT 201. 3 lecture hours.

### HIMT 110 - Medical Terminology for Allied Health 3 hrs (Sem I, II)

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This course is designed to acquaint students with the specialized language of medicine by focusing on the precise communication required by practitioners in medicine (i.e., health information managers, physical therapists, nurses, surgical technologists, occupational therapists, respiratory care practitioners, dental hygienists, doctors, etc.) and related fields. After learning the word elements (prefixes, suffixes, and combining forms), and being taught the correlation between word elements, abbreviations and symbols with the basic anatomy, physiology and disease processes of the human body, students will be able to quickly recognize medical word meanings and understand medical reports. This course is a transferIN course. 3 lecture hours.

Prerequisite(s): Students must qualify for ENGL 011 or ENGL 079.

### PHRM 105 - Pharmacology I 3 hrs (Sem I)

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Introduction to the principles of pharmacology. Defines the common uses for specific drugs, their therapeutic effects, bioavailability and toxicology information. Emphasis will be placed on dosage forms, dispensing criteria and familiarization of generic drug nomenclature. 3 lecture hours.

### PHRM 110 - Dispensing Lab I 2 hrs (Sem I)

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An overview of pharmacy computer systems with students receiving hands-on access. The students will transcribe a doctor's written, verbal, fax, or telephone order. Emphasis will be placed on manufacturing of a product from a batch sheet, patient counseling, and assistance to pharmacists. 6 laboratory hours.

Prerequisite(s): A C or better grade or concurrent enrollment in PHRM 105.

### PHRM 200 - Pharmacy Management 3 hrs (Sem II)

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Pharmacy Management explores today's healthcare environment, emphasizing the issues facing pharmacy and the pharmacy technician. Skills, talents, and tools required to cope today and succeed tomorrow are developed. This course covers such workplace topics as communication issues, CQI for the pharmacy, legal issues, teamwork concepts and patient instruction techniques. Student participation, role playing, and other interactive learning methods are emphasized. 3 lecture hours.

This is a Writing, Reading, and Speaking Intensive Course

Prerequisite(s): A grade of C or better in MGMT 100 and a grade of C or better in or concurrent enrollment in PHRM 206.

### PHRM 206 - Pharmacology II 3 hrs (Sem II)

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Continuation of drug concepts taught in Pharmacology I, with continued emphasis on drug utilization and management. Introduction of Latin abbreviations, measurements and conversion commonly used in pharmacy practice. 3 lecture hours.

Prerequisite(s): A grade of C or better in PHRM 105.

### PHRM 211 - Dispensing Lab II 2 hrs (Sem I)

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Primary emphasis on manufacturing of sterile products from a physician's order with a 100 percent accuracy. Aseptic technique and work in a sterile environment will be stressed. 6 laboratory hours.

### PHRM 220 - Pharmacy Calculations 3 hrs (Sem I)

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Major emphasis on drug dose calculations, metric system, and basic skills needed to survive in the pharmacy. 3 lecture hours.

Prerequisite(s): A grade of C or better or concurrent enrollment in MATT 109.

## PHRM 225 - Practicum 4 hrs (Sem II)

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A one-semester course designed to allow students to work with patients and other pharmacy professional staff. Students will work in an affiliated hospital or pharmacy. Emphasis will be placed on integration of the students into the profession of pharmacy. 200 practicum hours.

Prerequisite(s): A grade of C or better in PHRM 211.

## SOCL 151 - Principles of Sociology 3 hrs (Sem I, II)

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Presents students with generalized information about the various social processes that function in society, various analytical tools, and techniques of applying this information to everyday living. This course is a transferIN course. 3 lecture hours.

Prerequisite(s): Students must qualify for ENGL 011 or ENGL 079.

## SOCL 180 - Clinical Aspects of Substance Abuse 3 hrs (Sem I, II)

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This is a basic introductory course into the symptomatology and pharmacology of alcoholism and substance abuse. Topics to be covered include prevalence of abuse; nature and history of abuse; symptoms of abuse and dependency and characteristics of abusers and addicts; symptoms and characteristics of codependent persons; and classification and effects of substances. (Available as WEB-based course only.) 3 lecture hours.

Elective 1 hr

- [List of elective courses](#)

## University Core Curriculum Requirements

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- Composition
  - ENGL 101 - English Composition I **3 hrs**
- Mathematics
  - MATT 107 - Applied Mathematics **3 hrs** -or- MATT 109 - Business Mathematics **3 hrs**, or higher MATH course
- Speech
  - COMM 148 - Interpersonal Communication **3 hrs**

- Lab Science
  - BIOL 107 - Essentials of Human Anatomy and Physiology **3 hrs** -and- BIOL 107L - Essentials of Human Anatomy and Physiology Laboratory **1 hr**
- Social Science
  - PSYC 142 - General Psychology **3 hrs**
- UCC Electives
  - PHIL 212 - Introduction to Ethics **3 hrs**
  - SOCL 245 - Cultural Diversity: Sociology **3 hrs**
  - Humanities, Mathematics, Science, Social Science, Writing, or Fitness/Wellness **2 hrs**
  - [List of elective courses](#)

## Recommended Sequence of Courses

### Semester I

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- BIOL 107 - Essentials of Human Anatomy and Physiology **3 hrs** -and- BIOL 107L - Essentials of Human Anatomy and Physiology Laboratory **1 hr** (*M*)
- MATT 107 - Applied Mathematics **3 hrs** -or- MATT 109 - Business Mathematics **3 hrs**, or higher MATH course
- PHRM 105 - Pharmacology I **3 hrs**
- PHRM 110 - Dispensing Lab I **2 hrs**
- PHRM 211 - Dispensing Lab II **2 hrs**
- PHRM 220 - Pharmacy Calculations 3 hrs

**Total Hours: 17**

### Semester II

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- ENGL 101 - English Composition I **3 hrs**
- HIMT 110 - Medical Terminology for Allied Health **3 hrs**
- PHRM 115 - Pharmacy Law and Ethics for Technicians **3 hrs**
- PHRM 206 - Pharmacology II **3 hrs**
- PHRM 225 - Practicum 4 hrs

**Total Hours: 16**

### Semester III

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- ACCT 100 - Basic College Accounting **3 hrs**
- COMM 148 - Interpersonal Communication **3 hrs**
- SOCL 151 - Principles of Sociology **3 hrs**
- Humanities, Mathematics, Science, Social Science, Writing, or Fitness/Wellness **2 hrs**
- Elective 1 hr

**Total Hours: 12**

## Semester IV

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- PHIL 212 - Introduction to Ethics **3 hrs**
- PHRM 200 - Pharmacy Management **3 hrs** (*WR/S*)
- PSYC 142 - General Psychology **3 hrs**
- SOCL 180 - Clinical Aspects of Substance Abuse **3 hrs**
- SOCL 245 - Cultural Diversity: Sociology **3 hrs**

**Total Hours: 15**

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**Total Degree Hours: 60**