PHARMACY TECHNICIAN PROGRAM INFORMATION SESSION

Trinity River Campus East

AGENDA

1. Introduction
2. Role and Responsibilities
3. Daily Activities
4. Wages
5. Courses and Tuition
6. Textbook
7. State Registry and Certification
8. Application Process
9. Acceptance, Registration and Payment Process
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1. INTRODUCTION

Due to the aging population and the COVID-19 virus, there is an increased demand for skilled pharmacy technicians. The Texas Workforce Commission (TWC) predicts that employment opportunities for pharmacy technicians in Texas will increase by 25% from 2018 to 2028.

PROGRAM OVERVIEW
Tarrant County College's (TCC) Pharmacy Technician program equips students with the essential skills and knowledge as a pharmacy technician in diverse settings. The program is credentialed by the Pharmacy Technician Certification Board (PTCB). Additionally, the Pharmacy Technician program is identified as an Occupational Skills Award (OSA), preparing students for gainful employment, and enhancing their marketability to potential employers. Upon program completion, students will receive a TCC program certificate and be prepared to select between two Pharmacy Technician certification exams. Both exams are recognized by the Texas State Board of Pharmacy (TSBP).

This 232-hour continuing education workforce program is offered twice each year, typically in January and June, Monday through Thursday, from 6:00 p.m. to 9:00 p.m. Course delivery format is blended (face-to-face and online).

LICENSING NOTICE: TEXAS HOUSE BILL 1508
This program prepares students for an occupational license. However, students may not be eligible for licensing if they have a prior criminal history. See Texas House Bill 1508 Licensing Requirements for more details.

1. INTRODUCTION, cont'd

CAREER OPPORTUNITIES

Pharmacy Technicians work in a variety of pharmacy environments including

- retail pharmacies

- hospitals

- government agencies

- mail-order companies

- long-term facilities

- insurance companies

- compound pharmacies

2. ROLE AND RESPONSIBILITIES

A Pharmacy Technician works primarily under a licensed pharmacist. They will greet patients, process prescriptions, manage inventory, and process insurance claims.

A Pharmacy Technician (PT) will:

- **Effectively Communicate With Patients** – A PT is typically on the frontline to greet patients and receive information to locate prescription(s). Often, a PT answers patient's questions when a pharmacist consult is not necessary or requested at the time of drop off and pick up. A PT must practice patience and deliver clear and concise information to all patients.

- **Manage Accounts** – A PT will manage pharmacy accounts, update insurance information, receive payments from patients, and tally payments and receipts each day.

- **Enter Patient Data** – A PT will use a pharmacy software program to electronically create a patient profile. Patient's information may include contact information, prescription details, insurance claim, and any drug interactions and/or allergies.

- **Process Insurance Claims** – A PT will electronically process insurance claims. If there is an error or discrepancy with the patient's insurance company, the PT will contact the patient.

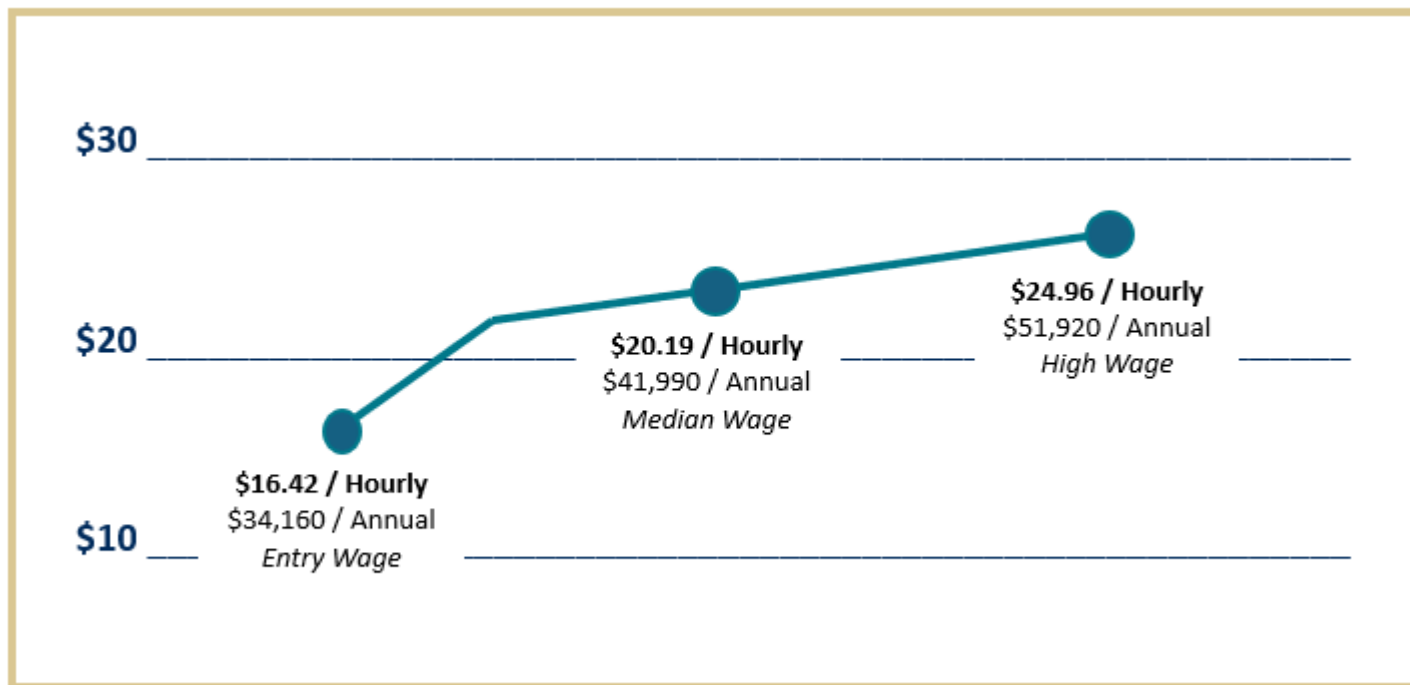# 2. ROLE AND RESPONSIBILITIES, cont'd

- **Process Prescriptions and Print Labels** – A PT will verify prescriptions to ensure all necessary information such as dosage, patient's details (name, address, phone number), and physician's information (name, business address), is accurately printed on the label as mandated by law.

- **Properly Measure and Mix Medication** – A PT is required to use a digital scale to measure pills or powders and includes counting pills, measuring liquids, and ensuring accurate label placement.

- **Manage Pharmacy Inventory** – A PT is responsible for conducting physical inventory counts and reconciling them with computer records, typically at month-end or as directed. Expired or soon-to-expire medications must be returned to the pharmaceutical company.

3. DAILY ACTIVITIES

A PT must be able to perform standard functional/physical activities while working on the job:

- ✓ Use of upper/lower body movements

- ✓ Ability to bend and stoop

- ✓ Reach, carry and/or lift

- ✓ Ability to grasp, push, and/or pull

- ✓ Extended walking and standing daily

- ✓ Move quickly in response to serving customers

4. WAGES*

Chart showing wage progression:
- $16.42 / Hourly — $34,160 / Annual — Entry Wage
- $20.19 / Hourly — $41,990 / Annual — Median Wage
- $24.96 / Hourly — $51,920 / Annual — High Wage

*Potential wages are based upon 2023 O*NET Data for the state of Texas.
The information above is subject to change and wages may vary depending on employers.

5. COURSES AND TUITION

Courses*	Hours	CEUs**	Tuition
PHRA 1001: Introduction Pharmacy Technician	48	4.0	$250
PHRA 1005: Drug Classification	48	4.8	$250
PHRA 1009: Pharmacy Mathematics	48	4.8	$250
PHRA 1004: Pharmacotherapy & Disease	48	4.8	$250
PHRA 1002: Pharmacy Law	24	2.4	$140
PHRA 1043: Pharmacy Technician Certification Review	16	1.6	$115
Total	**232**	**23.2**	**$1,255**

*The program consists of six (6) courses and taken in order as listed above. Students register and pay for <u>two courses each time</u>. Payment in full for both courses is due at time of enrollment. Failure to complete payment on the same day will result in being dropped from both courses.

**CEUs = Continuing Education Units

Tuition subject to change.

6. TEXTBOOK*
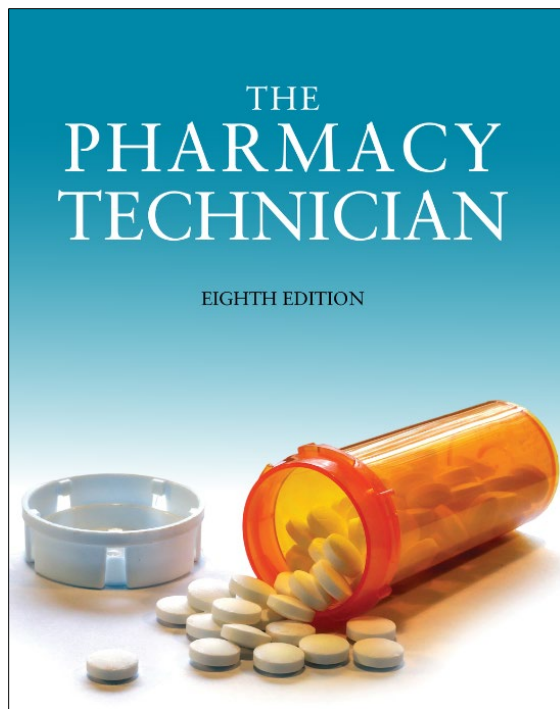
- **TITLE:** The Pharmacy Technician, 8th Edition

- **PRINT ISBN:** 978-1640437524 ($119)

- **eBOOK:** Includes print component and access to
  workbook and tests ($147)

- **AUTHOR:** Perspective Press | PUBLISHER: Top Hat

- **ENDORSED BY:** American Pharmacists Association (APhA)

*Contact Trinity River Campus Bookstore, 817-515-1050 | TRTR 2301. Your instructor will also provide you the information. Fees subject to change.

7. STATE REGISTRY AND CERTIFICATION

STATE REGISTRY

Applicant must complete the application, which will require at a minimum the following information: Full Legal Name, Mailing Address, Date of Birth, Social Security Number, and a PTCB or ExCPT certificate Number, and Expiration Date

CERTIFICATION

Students may register and directly pay for the Pharmacy Technician (CPhT) exam through their preferred certification organization:

- Pharmacy Technician Certification Board (PTCB)

- National Healthcareer Association (NHA)

- PTCB vs. NHA Certification – What is the difference? See PharmTechs.org
  Both certifications are recognized by the Texas State Board of Pharmacy (TSBP)

8. APPLICATION PROCESS

1. Review the online "Pharmacy Technician Information Session"
2. Complete and Print your "Information Session Exit Ticket" form.
3. Collect the required supporting documents.
   - Documents _must_ be included when submitting your application to be considered for the program.
   - Refer to "Documents Required for Submission" section below.
4. Complete the application.
5. Email your application **_and_** supporting documents to TR.HealthCareAdvising@tccd.edu
6. Successfully complete/pass the TSI/TABE test or provide an official/unofficial college transcript for exemption review and approval. _Testing is mandatory if applicant has not attended a United States (U.S.) higher education institution._ For questions regarding the application and/or testing status, email TR.HealthCareAdvising@tccd.edu.

DOCUMENTS REQUIRED FOR SUBMISSION

A. Information Session Exit Ticket
B. High school diploma*****, GED, or high school equivalency
C. Test scores – if applicable
D. College transcription***** with grades "C" or higher to receive the TSI/TABE exemption.

*International high school diploma or college transcript must be evaluated for U.S. equivalency. Contact: International Academic Credential Evaluators, Inc. (IACEI) | Denton, TX | at 940-383-7498. (All correspondence takes place via phone, email, or mail)

9. ACCEPTANCE/REGISTRATION/PAYMENT PROCESS

ACCEPTANCE

- Applicant will receive a program acceptance letter from the program coordinator.

REGISTRATION AND PAYMENT

- Candidate
    - receives a follow-up email from the Program Coordinator notifying Candidate is ready to enroll. This email will also include the registration form, registration and payment process, and financial aid for continuing education information.
    - registers and pays for two courses each time. ***Tuition in full is due at time of enrollment on the same day.*** Failure to complete payment will result in being dropped from both courses. ***Registration is first-come, first-served.***

COMMUNICATION

- After students are enrolled in their first two courses, they will receive **ALL** communication via their TCC email address (my.tccd.edu). To activate your TCC email, see Student Login and Password Help. Additional information is available at Tech Support or call 817-515-8324. Support is available 24/7.

10. FAQs

- **Will my financial aid qualify for this program?**
  - FAFSA does not apply to this continuing education program.
  - Financial Aid offers the Texas Public Education Grant (TPEG) for continuing education workforce courses. The grant is available for those with a demonstrated need. Funding is limited to a first-come, first-served basis. See [Financial Aid for Continuing Education](#) for additional information.

- **Is a payment plan available?**

  A payment plan options is available through the Business Services Office. See [Continuing Education and LCL Payment Plan](#) for process, pay schedule, and other information.

- **I enrolled in my first two courses and was dropped for non-payment. Can I re-enroll?**

  Yes, you will need to resubmit your registration form. Be ready to pay after you enroll!

11. QUESTIONS

For questions regarding the application

and/or testing, please contact

Ms. Janette Keen,

Career Technical Education (CTE) Advisor

817-515-1484

TR.HealthCareAdvising@tccd.edu

12. INFORMATION SESSION TICKET INSTRUCTIONS

PLEASE PAY ATTENTION!

To receive credit for this information session, please click on the link below to sign in and complete the form:

Information Session Exit Ticket

Thank you!