Atlantic Technical College
Pharmacy Technician- ATD
Program Syllabus
2021-2022

Instructor Name: Bernadette Washington
Department Name: Health Science
Office/Classroom Location: Building 13 Room 236
Phone Number: 754-321-5100 (AVAYA : 493.3083)
Email Address:
bernadette.washington@browardschools.com

Instructor Office Hours:
M-F: 1:50pm – 3:00pm (appointment preferred)

Instructor responses to student inquires will be provided within 24 hours of regular school operating hours: Monday – Friday, 7:00am – 3:00pm. You can send messages through Remind App or email.

Student Hours:
Monday – Friday
Class Hours: 7:05am – 1:50pm
Break: 9:05am – 9:20am
Lunch: 11:20-11:50am

Program Name: Pharmacy Technician- ATD

OCPs	Course Names	Hours
A	HSC0003 – Basic Healthcare Worker	90
B	PTN0084 – Pharmacy Technician 1	360
	PTN0085 – Pharmacy Technician 2	300
	PTN0086 – Pharmacy Technician 3	300

Program Description:
This course is designed to teach the skills and knowledge necessary to become a Pharmacy Technician and work under the supervision of a registered Pharmacist performing tasks related to receiving, dispensing, distribution, control, maintenance, compounding, manufacturing, packaging and labeling of pharmaceutical products. Currently, Pharmacy Technicians are assigned responsibility for routine tasks, previously performed by pharmacists, and are responsible for mastering new pharmacy technology as it becomes available. Opportunities for advancement may vary with the pharmacy technician's employer. Upon successful completion of this program, students will earn an Applied Technology Diploma (ATD).

Technical College Policy/Adult Student Attendance:

- A student must be withdrawn after being absent for six (6) consecutive days.
- Two (2) additional absences may be allowed under certain circumstance with appropriate documentation.
- Please refer to the Student Handbook for postsecondary students. http://www.atlantictechnicalcollege.edu/atc-student-handbook/

Magnet High School/Attendance Policy:
A student who has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month, or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period, may be exhibiting a pattern of non-attendance according to (F.S.1003.26 (1) (b)) and the School Board of Broward County, Policy 5.5.

Required Book(s) and/or Online Access:
Available for purchase at the ATC Bookstore:

- AES Core Curriculum Access Code
- BLS for Health Care Providers
- Math Calculations for Pharmacy Technicians: A Worktext 3rd Edition
- Mosby's Pharmacy Technician: Principles and Practices 5th Edition
- Pharmacy Tech Workbook/Lab Manual

Required Materials/Supplies:
Purchased from ATC Bookstore:

- Calculator
- CPR Valve
- Uniform: ATC logo Cherokee scrub top
- ATC logo t-shirt (optional)

Not Purchased from ATC Bookstore:

- Lab Jacket (optional)
- Uniform: Cherokee scrub bottom
- Black sneakers and black socks

All required books and most materials/supplies can be purchased from the ATC bookstore.
Stop by during operational hours for pricing and purchasing information.

Grading System:	**Additional Program Specific Grading Information:**
A 90 - 100% B 80 - 89% C 70 - 79% D 60 - 69% F 0 - 59% I Incomplete	Course Exams 45% Lab Evaluation 20% Projects 5% Clinical Rotation 30%

Online Course Grading Policy:

Online students' grades and attendance are based on the following:

- Scheduled assignments are due by 7:30am on the day they are due. Late submission of work will affect the assignment grade.
- Students assume full responsibility for the content and integrity of submitted work. As the guiding principle of academic integrity, a student's submitted work, examinations, reports, projects, etc. must be their own.
- Unless otherwise stated by the instructor, physical or digital references including books, charts, graphs, diagrams, photos, notes or calculators may not be utilized during assessments or exams. Blank scratch paper will be permitted during certain assessments.
- Exams may include an oral or lab/skills component and exams used for determining competency will be delivered in a proctored environment.

View Your Grades:

Grades can be viewed online by following the directions below:

1. Go to Broward Schools Single Sign-On (SSO) Website link: https://browardschools.com/sso and enter your credentials:
   - Username: 10-digit student ID number
   - Password: PMM/DD/YYYY (initial password will start with a P and will follow your birthday with slashes). You can then change your password after your initial login.
2. Click on the FOCUS app on your Launchpad. If this app is not on your Launchpad, then:
   - Click on the "Request Center" tab and *add* the FOCUS app to your Launchpad.
3. Access FOCUS through your SSO launchpad each time.

Classroom/Lab Rules:

See Pharmacy Technician Handbook

Industry Certification & State Credential Exam Cost:	**Outstanding Student Recognition Information:**
• National Pharmacy Technician Certification Exam given by the (PTCB) Pharmacy Technician Certification Board- $129 • Florida Board of Pharmacy Technician Registration (Mandatory after completion of the program)- $105 *You may qualify for certification reimbursement of your exam cost(s) upon passing. Credential fees are subject to change.*	A gold seal will be applied to a Program Completion Certificate or an Applied Technology Diploma if the student has earned a 3.5 GPA or higher in their Career and Technical Education (CTE) classes.

Program Name: Pharmacy Technician- ATD

Course Number: HSC0003
Course Name: Basic Healthcare Worker
Occupational Completion Point: A
Intended Outcomes: (From FL DOE Curriculum Framework)

Student will be able to:

- Demonstrate knowledge of the health care delivery system and health occupations.
- Demonstrate the ability to communicate and use interpersonal skills effectively.
- Demonstrate legal and ethical responsibilities.
- Demonstrate an understanding of and apply wellness and disease concepts.
- Recognize and practice safety and security procedures.
- Recognize and respond to emergency situations.
- Recognize and practice infection control procedures.

- Demonstrate an understanding of information technology applications in healthcare.
- Demonstrate employability skills.
- Demonstrate knowledge of blood borne diseases, including HIV/AIDS.
- Apply basic math and science skills.

Course Number: PTN0084
Course Name: Pharmacy Technician 1
Occupational Completion Point: B (1 of 3)
Intended Outcomes: (From FL DOE Curriculum Framework)
Student will be able to:

- Practice human relations.
- Identify pharmaceutical abbreviations and terminology as related to Community Pharmacy Practice.
- Identify medical and legal considerations.
- Perform clerical duties as related to Pharmacy Practice.
- Demonstrate knowledge of basic pharmaceutical chemistry and drug classification as it relates to the human physiology.
- Demonstrate knowledge of inventory control.
- Initiate measurement and calculating techniques as it relates to compounding in pharmacy practice.

Course Number: PTN0085
Course Name: Pharmacy Technician 2
Occupational Completion Point: B (2 of 3)
Intended Outcomes: (From FL DOE Curriculum Framework)
Student will be able to:

- Demonstrate a basic knowledge of pharmaceutical chemistry as it relates to the human physiology.
- Prepare and deliver medications.

Course Number: PTN0086
Course Name: Pharmacy Technician 3
Occupational Completion Point: B (3 of 3)
Intended Outcomes: (From FL DOE Curriculum Framework)
Student will be able to:

- Prepackage unit dose medications.
- Prepare sterile products.