

## Master Course Syllabus

**Course Title: Introduction to Pharmacy**

**Course Code: PHRA 1301 (Introduction to Pharmacy)**

**Purpose:** This course is designed to provide skills training to become a pharmacy technician and insight on to becoming a registered pharmacy technician (CPhT).

**Course Description:** This introduction to pharmacy class is comprised of 64 contact hours. It includes an overview of the qualifications, operational guidelines, and job duties of a pharmacy technician.

**Learning Outcomes:**

- Outline the history of the pharmacy profession
- Describe the role of the pharmacy technician in a variety of settings
- List the qualifications required for obtaining certification and registration
- Identify standards of law and ethics governing pharmacy practice
- Define key medical terms and abbreviations related to pharmacy practice
- Explain the importance of utilizing pharmacy resource materials
- Summarize safety standards

**Pre-requisites:**

High School diploma or GED

**Required Immunizations:**

None

**Credit Hours:**

No credit hours are given for this course; the class is comprised of 64 contact hours.

**Course Structure:**

- Classroom lecture with PowerPoint materials
- Classroom skills, return demonstrations, and labs
- Home assignments from accompanying workbook for class text
- Exams

**Materials required for this course:**

- The Pharmacy Technician, 5<sup>th</sup> edition, American Pharmacists Association, Basic Pharmacy and Pharmacology Series, Morton Publishing, 2013. ISBN: 978-0-8958-2847-7.
- The Pharmacy Technician, Study Guide, 5<sup>th</sup> edition. American Pharmacists Association, Basic Pharmacy and Pharmacology Series, Morton Publishing, 2013. ISBN: 978-0-8958-2847-7.
- A basic 4-function calculator; (No scientific or cell phone calculators).
- SCANTRONS provided
- Handouts supplied

**Attendance Policy:**

Attendance is important to be able to complete the necessary requirements of this course. Excessive tardiness, leaving early, or taking extra time during breaks will result in losing credit for contact hours attended. **Students not able to meet the requirements for attendance in this program may be dropped from the course.** To receive a Certificate of Completion, students must have 90% attendance for this course. Missing more than 6.4 clock hours is a violation of the attendance policy.

Tardiness is determined according to minutes missed. One (1) to fifteen (15) minutes is considered a 15 minute tardy. Three (3) tardies constitute one (1) hour of absence. **Excessive tardiness is grounds for being dropped from the course.**

**Grade Requirements and Evaluation Procedures:**

The course grade is made up of Major Exams, Drug quizzes, Daily grades and quizzes, Hands on Labs, Major Quizzes, outside of class projects, and the Final Exam.

The grading scale for course materials will be:

<b>Testing</b>	<b>Percentage of grade</b>
Exams (5)	30%
Final Exam	15%
Drug quizzes (5)	15%
Major Quiz (2)	20%
Individual project	10%
Class participation	10%

A cumulative average of 70% must be achieved in order to receive a certificate of completion for the course.

**Final Assessment Appeal Policy:**

As per Blinn Workforce Education policy and, if applicable, the policy included in the Blinn student handbook.

**Policies and Procedures:**

All students are required to adhere to the policies of Blinn College. These policies are listed in the Student Handbook. A copy of the handbook is available to you at the Office of Workforce Education.

**Disability Services Statement:**

Blinn College is dedicated to providing the least restrictive learning environment for all students. Support services for students with documented disabilities are provided on an individual basis, upon request. Requests for services should be made directly to the Office of Disability Services serving the campus of your choice. For the Bryan campus, the Office of Disability Services (Administration Building) can be reached at 979-209-7251. The Brenham, Sealy and Schulenburg campuses are served by the Office of Disability Services on the Brenham campus (New Administration Building Room 104) and can be reached at 979-830-4157. Additional information can be found at [www.blinn.edu/disability](http://www.blinn.edu/disability).

**Civility Statement:**

Members of the Blinn College community, which includes faculty, staff and students, are expected to act honestly and responsibly in all aspects of campus life. Blinn College holds all members accountable for their actions and words. Therefore, all members should commit themselves to behave in a manner that recognizes personal respect and demonstrates concern for the personal dignity, rights, and freedom of every member of the College community, including respect for College property and the physical and intellectual property of others. If a student is asked to leave the classroom because of uncivil behavior, the student may not return to that class until the student arranges a conference with the instructor; it is the student's responsibility to arrange for this conference.