

Two Ways to Register For Classes

- The quickest way to register is online at www.jeffstateonline.com. Go to the "Workforce Education" link on the web page.
- Walk-in: Walk-in registration is accepted during our regular business hours, Monday-Friday, 8:30 a.m.-4:30 p.m. at the following locations:

Jefferson Campus
George Wallace Hall, Room 202
2601 Carson Road
Birmingham, AL 35215

Shelby-Hoover Campus
Health Sciences Building, Room 432
4600 Valleydale Road
Birmingham, AL 35242

[All Students should review refund and other policies prior to registration on our website.](#)

Pay As You Go

A "Pay As You Go" registration option is available for some certificate programs. Participating students register and pay for three separate courses that, when taken together, make up one career program. Courses are designed to be delivered consecutively.

- Books, supplies, and other items required for the course which are not included in the course tuition are not eligible for the "Pay As You Go" registration option.
- Online classes do not qualify.
- Participating students pay for each course in advance of the first day of class.

- Medical Career Programs require a high school diploma or GED. Some programs also require malpractice insurance, criminal background check, drug screen, health screen, and other items.
- Students will NOT RECEIVE a Certificate of Completion without a copy of their high school diploma/GED/College Transcript on file in the Center for Workforce Education.
Call 205-856-7710 for specific information.

Jefferson State
Community College

Center For Workforce Education

Jefferson Campus
George Wallace Hall, Room 202
2601 Carson Road
Birmingham, AL 35215

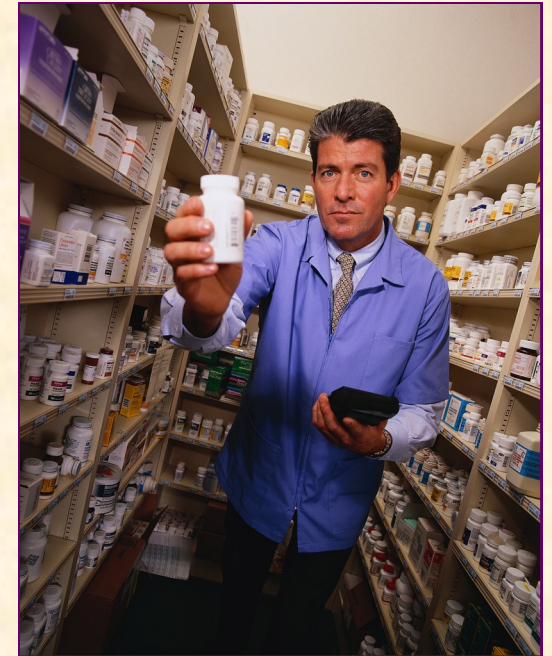
Shelby-Hoover Campus
Health Sciences Building, Room 321
4600 Valleydale Road
Birmingham, AL 35242

Registration:
Phone: (205) 856-7710
E-mail: workforcedev@jeffersonstate.edu
Website: jeffersonstate.edu

Jefferson State does not discriminate on the basis of race, color, national origin, sex, disability, or age in its admissions, programs and activities in compliance with Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Educational Amendments of 1972 and the Americans with Disabilities Act of 1990.

Jefferson State
Community College

Pharmacy Technician Certification Prep Program



**The Center for
Workforce Education**

Pharmacy Technician Certification Prep Program

Pharmacy Technicians

Pharmacy Technicians work in pharmacies under the direction of a pharmacist. Their main responsibility is filling prescriptions according to doctor's orders. Pharmacy Technicians prepare medications for dispensing to patients. This generally includes retrieving drugs in the correct dosage form and strength, measuring the appropriate amount of a drug and producing a prescription label. Pharmacy Technicians work with drugs to be administered orally, topically, for the eye, nose, etc. Depending upon the practice setting, a Pharmacy Technician is also involved in the admixture of the drugs for intravenous use. Other duties include:

- Checking inventories and ordering supplies
- Receiving and checking in supplies
- Assisting customers
- Keeping pharmacy work areas clean
- Completing insurance forms

Pharmacy Technicians—Employment & Education

Pharmacy Technicians may work in retail pharmacies, mail order pharmacies, home infusion pharmacies, long term care facilities, hospitals, clinics, pharmacy benefit managers and large industrial complexes. The demand for Pharmacy Technicians continues to grow and is expected to increase substantially over the next few years. This high demand is the result of the constant availability of new drugs, the national shortage of registered pharmacists, the establishment of certified pharmacy technicians and the aging population.

Pharmacy Technician Certification Program

This comprehensive 60-hour course will help prepare students to enter the pharmacy field and to take the National Health Career Association's Certification of Pharmacy Technicians (ExCPT) exam. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, and billing and reimbursement. The Pharmacy Technician Certification Program includes a graded final exam to help prepare students for the ExCPT exam.

Requirements for Eligibility for Program

1. High school diploma or GED
2. Complete the Compass Exam (math only) prior to registration—Free

Requirements for ExCPT exam:

In order to take the exam, **Candidates must:**

1. Be at least 18 years of age.
2. Have a high school diploma or GED equivalent
3. Have not been convicted of or pled guilty to a felony
4. Have not had any registration or license revoked, suspended or subject to any disciplinary action by a state health regulatory board.

Fees

Course Fee (**Due Upon Registration**).....\$899
 *Textbook\$150 approx

**Textbook price subject to change

**Certification exam fees not included in course fee.

Workforce Investment Act (WIOA) scholarships may be available for qualified and eligible students. Please call for details.

PTCB Detailed Course Information:

- Role of the pharmacy technician
- Pharmacy history/discussion of various practice settings and the technician certification process
- Recruiting by pharmacy specialty
- “Evolution of Pharmacy”
- Review of hospital pharmacy setting, retail practice, regulatory agencies involved with a pharmacy practice, long term care pharmacy practice
- Pharmacy measures, roman numerals, abbreviations
- Review of generic drugs, basic biopharmaceuticals, dosage forms, patient profiles
- Prescription label requirements, order transcription, ordering and inventory control, drug pricing, third party reimbursement
- Formularies, unit dose systems, emergency and crash carts, house supplies, automatic stop orders, calculating number doses required
- All major classes of drugs including top brand names and generic drugs
- Aseptic technique, handling of sterile products including antineoplastic agent considerations
- Basics of IV solutions, calculating 24-hour supply of IV solutions, percentages and electrolytes preparations
- The metric system
- Apothecaries' and avoirdupois system of measurement
- Children's doses
- Allegation method, math review
- Total Parental Nutrition (TPN). Demonstration of TPN admixture, hands-on practice of IV admixture and parental medication preparation.

Get Started Today!