Objectives

**What you will learn:**

* The federal and state laws that govern pharmacy, as well as the ethics of pharmacy practice.
* HIPAA requirements and their application to pharmacy.
* How to interpret physician orders and prescriptions.
* Techniques required to order, stock, package, prepare, and distribute medications.
* Definitions of medical and pharmaceutical terms and common abbreviations.
* The pharmacology of medications in relation to the anatomy affected.
* How to perform pharmaceutical calculations.
* How to process insurance billing and collect payments.
* How to communicate successfully with patients and medical professionals.

**How you will benefit**

* After successfully completing your course, you'll receive access to the Pharmacy Technician Certification Exam (PTCE) practice tests to help you study for your certification exam.
* Jump start your career towards working as a Pharmacy Aide, Pharmacy Technician, Certified Pharmacy Technician, Health Technician/Technologist, Medical Laboratory Technician, Medical Records Clerk/Technician, or a Nursing Assistant.
* You will get hands-on practice in retail pharmacy procedures through an online lab module, applying what you've learned to fill mock prescriptions.
* You will have the opportunity to apply for a 100+ hour externship.

Syllabus

1. Medical Terminology
   1. Introduction to Medical Terminology
   2. The Musculoskeletal System
   3. The Cardiovascular System
   4. The Lymphatic and Immune Systems
   5. The Respiratory System
   6. The Digestive System
   7. The Urinary System
   8. The Nervous System
   9. The Special Senses The Eyes and Ears
   10. The Integumentary System
   11. The Endocrine System
   12. The Reproductive System
   13. Diagnostic Procedures, Nuclear Medicine, Pharmacology
2. Pharmacy Technician
   1. Pharmacy Practice Then and Now
   2. The Pharmacy Technician
   3. Pharmacy Laws and Regulations
   4. Pharmacy Ethics
   5. Controlled Substances
   6. Workplace Safety
   7. Prescription and Medication Order Requirements
   8. Sterile and Non-Sterile Compounding
   9. Pharmaceutical Calculations, Part 1 and Part 2
   10. Pharmacology
   11. Considerations in Special Populations
   12. Pharmacology and the Nervous System
   13. Pharmacology and the Cardiovascular System
   14. Pharmacology and the Genitourinary System
   15. Pharmacology and the Musculoskeletal System
   16. Pharmacology and the Respiratory System
   17. Pharmacology and the Gastrointestinal System
   18. Pharmacology and the Endocrine System
   19. Oncology
   20. Infectious Disease
   21. Wellness, Health Promotion, and Disease Prevention
   22. Career Development