



Pharmacy Technician Program

Information Packet 2020-21

Program Description

The Pharmacy Technician Skills Certificate (entry-level pharmacy technician) program is designed to prepare students interested in starting a career as a licensed pharmacy technician in either a community (drug store) pharmacy or institutional (hospital) practice setting. The program will combine simulation lab practice with actual practical experience that will provide hands-on training in a single practice setting.

Completion of the Pharmacy Technician Certificate program will prepare students to take the Pharmacy Technician Certification Board (PTCB) exam. Students who successfully complete this certificate program and pass the PTCB exam are eligible to apply for licensure as a pharmacy technician in the state of Michigan.

The Pharmacy Technician Certificate (advanced-level pharmacy technician) program is designed to prepare pharmacy technicians to work in any practice setting, including drug stores, hospitals, compounding, specialty, and other medical settings to help prepare and distribute all medication types, including compounded medications. In this advanced practice program, technicians will build on the knowledge gained in the Skills Certificate program and learn advanced skills in an additional practice setting, such as screening prescription orders for accuracy and completeness, checking the work of other technicians before a final check by a pharmacist, or reconciling medications for patients admitted into a complex medical environment.

Individuals who are currently certified as a Pharmacy Technician may be able to apply up to 16 credits toward the completion of the Pharmacy Technician Certificate. Contact the Pharmacy Technician Program Coordinator for details.

Students who complete this program will have completed the first requirement of eligibility to become recognized as a PTCB Compounded Sterile Preparation Technician. To become recognized as a PTCB Compounded Sterile Preparation Technician, completion of (or enrollment in) a PTCB-recognized sterile compounding training program and one year of full-time continuous compounded sterile preparation (CSP) work experience is required.

Classes for both of these programs will be taught at the Radcliff Center in Garden City. Students can start fall or winter semester.

Students must achieve a 2.5 or higher grade in all Pharmacy Technician courses. Students may repeat each course only once if this requirement is not met.

Application Requirements

The Pharmacy Technician Certificate Program requires an application (attached to the end of this packet). To be admitted to the program the student must complete the following:

| | |
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| 1. Apply to Schoolcraft College | Apply to Schoolcraft College on-line at www.schoolcraft.edu . |
| 2. Transcripts | It is recommended that you request official undergraduate transcripts from all colleges and universities previously attended. Transcripts must be sent directly from the issuing college or university to Schoolcraft College. To confirm that transcripts have been received, contact the Answer Center at 734-462-4426. |
| 3. Academic Advising and Assessment | This program requires minimum assessment levels or course work in the areas of math, reading and writing. Students should have placement scores (Computer Placement Test, ACT, or SAT) submitted prior to meeting with an academic advisor. Students with prior college-level work or a degree may be exempt from placement testing. The Computer Placement Test (CPT) is taken in the Testing Center. ACT or SAT scores must be less than three years old. Contact the Academic Advising at 734-462-4429 to make an appointment. |
| 4. Cumulative GPA | Possess a cumulative grade point average of <u>2.0</u> or better for all Schoolcraft College courses prior to admission. |

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|--|--|
| 5. Apply to Pharmacy Technician Program | Submit the attached Pharmacy Technician Certificate Restricted Enrollment Program Change Form to the Registration Center with appropriate signatures. |
| 6. Program Requirements | After meeting the admission requirements for the Pharmacy Technician Program, students must successfully meet the requirement of the criminal background check and drug screen on the first attempt prior to starting the program. Additional requirements may need to be completed prior to program practical depending on the location. Required forms may be obtained from the Radcliff Center Administrative Office and must be returned by the deadline. |

Program Requirement

Criminal Background Check

Schoolcraft College will process a criminal background check as part of the program's enrollment process.

Drug Screen Test

Students are required to provide documentation of a negative urine drug screen on the first attempt.

Additional Requirements

Depending on the location that the student completes the practical portion of the program, they may be required to provide proof of vaccinations (e.g. Proof of immunity to measles, mumps, rubella and varicella as well as a record of a Tetanus shot; if there is any risk of blood or body fluid exposure, proof of a hepatitis B vaccination, a positive titer or a signed declination may be required); costs for these additional requirements are the responsibility of the student and not included in the cost of the program.

Estimate of Tuition and Fees

| | Pharmacy Technician | | | |
|---------------------|---|---------------------|---|---------------------|
| | Pharmacy Technician Skill Certificate (Hospital or Community) based on 16 credit hours | | Pharmacy Technician Certificate based on 29 credit hours | |
| | <u>Resident</u> | <u>Non-Resident</u> | <u>Resident</u> | <u>Non-Resident</u> |
| Tuition | \$1,968.00 | \$2,832.00 | \$3,567.00 | \$5,133.00 |
| Registration Fee | \$43.00 | \$43.00 | \$86.00 | \$86.00 |
| Service Fee | \$128.00 | \$128.00 | \$232.00 | \$232.00 |
| Instructional Fees | \$160.00 | \$160.00 | \$290.00 | \$290.00 |
| Infrastructure Fees | \$128.00 | \$128.00 | \$232.00 | \$232.00 |
| Course Fees | \$227.40 | \$227.40 | \$363.40 | \$363.40 |
| Total | \$2,654.40 | \$3,518.40 | \$4,770.40 | \$6,336.40 |

The above figures are based on 2020-2021 rates and are subject to change. A Resident student is one whose legal residence is in the school District of Clarenceville, Garden City, Livonia, Northville, Plymouth-Canton or parts of Novi. All other students are Non-Resident or Out-of- State.
Estimate does not include textbooks.

NOTE

Requirements for admission to the Pharmacy Technician Program are subject to change at any time.

Please contact the Admissions and Welcome Center for updates of any applicable changes.

Phone: (734) 462-4683 Fax: (734) 462-4552

E-mail: admissions@schoolcraft.edu

Web: www.schoolcraft.edu

Additional Expenses (approximate) that are the responsibility of the student include the following:

Finger Print Fee (\$63.00)

PTCB Exam and certification (\$129.00)

State Licensure (\$106.00)

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied benefits of, or be subject to discrimination during any program or activity or in employment

Pharmacy Technician Program Restricted Enrollment Application 2020-21

The Pharmacy Technician Certificate Program requires a Restricted Enrollment Program Change in order to register for PHT 102 and PHT 104. To begin this program, students must complete the following form and meet with an Academic Advisor.

Academic Advisor will complete:

ASSESSMENT *the minimum Assessment Scores listed below or successfully complete appropriate developmental courses to improve your skills. Assessment Test Scores are valid for up to three years.*

Student:

- has taken the CPT or NGA
 has submitted ACT or SAT scores
 is exempt from assessment

| Minimum Scores: | CPT | NGA | ACT | SAT(March 2016) |
|-----------------|-----------------------------|----------|------|-----------------|
| Writing | 71 + | 250 | 18 + | 25+ |
| Reading | 70 + | 250 | 18 + | 25+ |
| Math | 78+ (Elementary Algebra) | QRAS=250 | 19 + | 25+ |

PROFICIENCY

Student:

- | | |
|--|--|
| <input type="checkbox"/> has met minimum English score or ⇒ <input type="checkbox"/> has met minimum reading score or ⇒ <input type="checkbox"/> has met minimum math score or ⇒ | <input type="checkbox"/> has successfully completed ENG 055 or higher with a 2.0/C or better <input type="checkbox"/> has successfully completed COLLS 053 or higher with a 2.0/C or better <input type="checkbox"/> has successfully completed MATH 053 or higher with a 2.0/C or better |
|--|--|

CUMULATIVE COLLEGE GPA *Possess a 2.0 or better cumulative grade point average prior to entering the program.*

Student: has a cumulative GPA of 2.0 or better.

Academic Advisor Signature: _____ **Date:** _____

ADDITIONAL PROGRAM REQUIREMENTS: prior to registration in PHT 116 and PHT 126 the student will need to complete the following additional requirements.

Student:

Criminal Background Check Form and Drug Screen Authorization are available to be picked up from the Radcliff Center in Garden City in the Administration Office. All documents must be returned to the Radcliff Center Administration Office by the deadline given. Students must meet these requirements prior to the start of the class.



Pharmacy Technician Skills Certificate and Certificate Restricted Enrollment Program Change Form

Please Print:

Student Name: _____
Last First Middle Initial

Student Number: _____ or Social Security Number (last four digits) _____

Month and Day of Birth ____/____

Current Academic Program Name: _____

Current Academic Program Number: _____

Choose one:

New Academic Program Name: Pharmacy Technician Skill Certificate

New Academic Program Number: CRT.00349

New Academic Program Name: Pharmacy Technician Certificate

New Academic Program Number: 1YC.00249

Academic Advisor Signature: _____ Date: _____

Student Signature: _____ Date: _____

Return to:

Schoolcraft College
Academic Advising
105 McDowell Center
18600 Haggerty Road, Livonia, MI 48152
Phone: 734-462-4429
FAX: 734-462-4489