



UtahStateUniversity™

HEALTH PROFESSIONS

Pharmacy Technician Program

Application and Information Packet
HEALTH PROFESSIONS

DEADLINE: First Friday in August for Fall Semester

The Pharmacy Technician Program is a certificate program that can be completed in one year. The program prepares and trains individuals for a career in health care. Pharmacy Techs may seek employment in contemporary pharmacy settings; including, hospital pharmacies, retail pharmacies (chain drugstores, independent drugstores or mass merchandisers), home health care pharmacies, long-term care pharmacies, clinic pharmacies, mail/order pharmacies and pharmaceutical companies. Pharmacy Technicians function by assisting the pharmacist in serving patients, maintaining medication and inventory control systems, and participating in the administration and management of pharmacy practice. Students receive a Certificate of Completion from Utah State University upon completion of academic coursework and clinical experience. Following successful completion of coursework, students will be required to sit for and pass the ACPE certification examination. The USU Pharmacy Technician Program complies with the national requirements for Pharmacy Technicians. Students successfully completing the program will be well prepared for a career as a Pharmacy Technician.

Employment of Pharmacy Technicians is projected to grow 20% from 2012-2022, faster than the average for all occupations. Several factors will lead to increased demand of prescription medications, including an aging population, hire rates of chronic diseases, advances in pharmaceutical research and increasing numbers of individuals with health insurance due to federal health insurance reform legislation.

For information on national statistics for salary expectations you may visit the U.S. Bureau of Labor Statistics webpage at: <https://www.bls.gov/ooh/healthcare/pharmacy-technicians.htm>

Pharmacy Technician Entrance Requirements

Utah State University has an open admission policy. Applicants will be admitted without regard to race, color, religion, sex, national origin, age, disability, or veteran's status. In addition, discrimination on the basis of sexual orientation for employees in all aspects of employment and for students in academic programs and activities is prohibited. High school graduation or GED is required to be accepted into the program. Acceptance into this program will be by the selection process.

General Admissions Procedures

To be officially admitted to the college as a full-time matriculated student, an applicant must submit the following:

1. A completed Application for Admission.
2. A \$50 nonrefundable application fee.
3. Official transcripts of all previous high school and/or their GED and college work if the student is a transfer student.
4. Placement and evaluation exam. ACT (American College Test), or Accuplacer Exam for English & ALEKS Exam for Math.
5. Must have a minimum GPA of 3.0 for admittance into the program and maintain a 3.0 GPA throughout the program.

Notification of acceptance and resident status will be sent from the Health Professions Department. If a student's application is incomplete at the time of registration, the student will not be admitted to the

program. Students applying for financial aid, must be a high school graduate or GED recipient, and be matriculated before receiving aid.

A declaration of a major is accomplished through the Application for Admission. Students desiring to change their majors after acceptance are required to complete "A Change of Major" form at the Admissions and Records Office.

Returning Students

A student who has been away for more than 2 semesters, must submit a new application for admission along with a **\$20.00** reapplication admission fee. Those who have attended other colleges or universities in the interim will be asked to submit transcripts of all college credits.

Enrollment Prior to High School Graduation

An academically qualified high school student who wishes to enroll at USU must fill out a Concurrent Enrollment-Early College form as well as a Student Acknowledgement & Parental Consent Agreement form. **Students may work concurrently on high school classes and the college courses required for acceptance into the PT Program, while still in high school.**

Transfer Students

A transfer student from another college or university must submit the following:

1. A completed Application for Admission.
2. A \$50 one-time nonrefundable application fee.
3. Official transcripts of all previous college work. (Official transcripts must be sent directly from the previous school. Hand carried transcripts will not be accepted.)
4. ACT or Accuplacer test scores. If a transfer student has completed 20 hours and has taken an English course equivalent to our English 1010, they will not be required to take the above tests.
5. A transfer student cannot transfer credits with D or E (F) grades or credits from developmental or remedial courses. **Grades of C or better will be allowed for all classes required for the Program. Credits from remedial classes will not be accepted.**
6. The student must be in good standing and eligible to re-enroll at the college or university where they were most recently registered.
7. Transfer students will not be matriculated until official transcripts of all high school, previous college or university work are submitted to USU Eastern Blanding.

Students with Disabilities

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires reasonable accommodation, that student should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered by ADA may include learning, sensory, emotional, physical or medical impairments.

Students may contact the DRC to determine if they qualify for accommodations. Students at USU Blanding may contact Sarah Gosney (435-678-8161) in the Student Services hall or call directly to the USU DRC at 1-435-797-2444.

Please contact the DRC as early in the semester as possible.

Non-Discriminatory Practice:

Please see Utah State University Affirmative Action/Equal Opportunity Policies' link below:

<https://aaeo.usu.edu/non-discrimination>

Application Requirements Checklist (Checklist in PDF format to print and turn in with paperwork)

1. Complete The Pharmacy Technician Program Application and return it to:

Coordinator for Health Professions/Teryn Lyman-Keune
Health Professions Building (344 West 800 North – you may hand-deliver them here)
Utah State University Blanding Campus
576 West 200 South, Blanding, UT 84511 – you may mail your application to this address
435-678-8208
teryn.lyman@usu.edu

OR

Stephanie Dahlstrom
Moab Education Center
125 West 200 South, Moab UT 84511
435-797-5106
stephanie.dahlstrom@usu.edu

OR

Keshia Yellow
Utah State University
576 West 200 South, Blanding, UT 8455 (Physical address 344 West 800 North)
435-678-8173 (Message)
keshia.yellow@usu.edu

2. **Advising** - Students interested in the Pharmacy Technician Program must complete a PT Application, be accepted and provide all required documents **PRIOR** to registering for PT classes.
3. **Registration Date and Time** - Please visit the USU Eastern, Moab & Blanding Websites for registration information.
4. **All immunization records and copies of certificates should be given to the program instructor.**

5. The background check and drug screen** must be ordered and/or uploaded to your Compliance Tracker packet through CastleBranch. Please use this link:

portal.castlebranch.com/ut61

A fee will be charged.

*****If you are a student on USU Blanding campus, drug screens will be completed on campus. Please pay LaPriel Begay, Cashier, \$45.00. Bring the receipt to TD Olsen.***

Required Immunizations

All immunizations below are required. All records must be complete and on file with Program Instructor **PRIOR** to beginning your program. Immunizations costs are the responsibility of the student and the price will vary according to your primary care provider's fee schedule and the type of insurance you carry.

Twinrix (Hepatitis A & B) series: The first injection of the series needs to be completed prior to Semester One or in the initial weeks of the semester. The second injection is given one month after the first injection. The third injection is completed six months after the first injection of the series.

MMR: Documentation of two MMR immunizations, or a titer indicating immunity, needs to be completed prior to the end of Semester One. If you do not have childhood immunization records, it is recommended that you begin these immunizations or obtain a titer before beginning the program. All students born after 1964, that received their MMR immunization, will require a booster.

TB: Documentation of a recent **two-step** TB test is required during the initial weeks of semester one. You can have this test up to 3 months before starting the program. TB tests are good for one year. If yours will expire prior to completion of the program, you will need to repeat it.

Varicella: At least one Chicken pox vaccination or titer indicating immunity.

Tdap: At least one pertussis immunization as an adult.

Meningococcal: One dose

Influenza: Seasonal as required by facility.

Please be informed that failure to obtain required immunizations, illicit drug use, and criminal findings on background check may prevent employment and ability to attend externship rotations. Externship sites, employers, State Board of Pharmacies, all have regulations regarding these areas.

CPR requirement

Students must take a Healthcare Provider CPR course and receive CPR and first aid cards to meet the CPR requirement. Periodically, CPR courses are offered on campus. Please make arrangements to attend (including notifying other instructors). This must be completed by the middle of Semester One. CPR certification is usually valid for 2 years.

**Students will be required to turn in a packet to Staff Assistant with all of the above records. Students should keep a copy of all records for their own files.*

Practicum Orientation

Prior to initiating any clinical practicum externship, students are required to attend an orientation with the appropriate sites that they will be attending for their externship experience. At times, this may require students completing experience at more than one site to attend orientations for each site that they will be working under.

Clinical Experience

Pharmacy Technician Externship: Our Pharmacy Technician students will train in pharmacy settings. After students demonstrate proficiency in all areas of clinical aspects through course work and practice, **as well as labs**, students will be placed in Pharmaceutical Externship Rotations to get the best experience possible. These externship rotations are an important part of the program. Students must commit to attending all externship rotations that they are scheduled to participate in. Students are responsible for their own transportation to and from their externship sites.

Program Requirements

Application packet deadline: First Friday in August for Fall Semester and Third Friday in November for Spring Semester

The following classes must be completed prior to admittance into the program:

ENGL 1010[†] – Introduction to Writing,
MATH 1050[†] – College Algebra
BCIS 1010 – Computer Literacy
ART 1010 – Introduction to Art

The PhT application must be submitted by **the first Friday in August**, after **required classes are completed, for admittance into the program fall semester**. Students may be enrolled in summer semester in pre-requisite classes with a **minimum grade of B or higher**.

CPR CERTIFICATE will be required and will be offered during the course of the program.

† Indicates high school concurrent enrollment classes.

Student Financial Obligation

Students taking the USU Pharmacy Technician Program are responsible for costs incurred during enrollment in the program. The current rate of tuition for the 2019-2020 school year is \$2019.20. Books and fees \$1030.54 with supplies amounting to \$130.00, drug Screen \$45.00, background check \$34.00, lab coats \$20.00, immunizations according to your primary care provider's fee schedule and your insurance plan. Total expenses for the above amount to \$3278.74.

Travel to clinical rotations is also required. Travel costs will be the responsibility of the student. Several scholarships are available as well as other funding sources. The Health Professions academic advisor will meet with each student individually to discuss financing options prior to acceptance into the program. **If you have any further questions about program costs, please contact the Business Office at 435-678-8112 or Molly Worth, Academic Advisor at 435-678-8208. Financial Aid Advisor, Pam Hosler may be reached at 435-678-8159.**

Technology requirements for UISU PT Program require computer efficiency, access to computer and internet. For Distance Education students, broadcasting classrooms are provided by USU and computer labs are available to all students. You will have to be registered and receive an "A" number to access the Learning Management System.

Program Schedule: Pharmacy Technician Certificate

Pharmacy Technician (PhT) program sequence:

<u>Prerequisites</u>		<u>Credit Hours</u>
BCIS 1010	Computer Literacy	3
ENG 1010†	Introduction to Writing	3
ART 1010†	Exploring Art	3
MATH 1050†	College Algebra	<u>4</u>
Total Semester Credit Hours		13
<u>Semester 1</u>		
NURS 1008†	Medical Terminology	2
HEAL 1500†	Anatomy and Physiology	3
HEAL 1878	Pharmacy Practice I	2
HEAL 1110	Pharmacology	3
CMST 2110†	Interpersonal Communication	<u>3</u>
Total Semester Credit Hours		13
<u>Semester 2</u>		<u>Credit Hours</u>
HEAL 1879	Pharmacy Practice II	3
HEAL 1776	Sterile and Non-sterile Compounding Laboratory	3
HEAL 1835	Externship	<u>8</u>
Total Semester Credit Hours		14

† Indicates high school concurrent enrollment classes.

690 total clock hours

Didactic 240 hours

Experiential 360 hours

Lab 90 hours

National Certification and Examination: After the successful completion of the required course work and practicum, students may sit for the National Certification. Upon passing, the student will be certified as a Certified Pharmacy Technician through ACPE.

State Licensure: Information on state licensure may be found at the following link:

https://dopl.utah.gov/docs/fee_schedule.pdf

National certification, Examination Application and practice exams are available at:

www.acpe.edu/ACPE/certification

Licensure and Certification Legal Restrictions: While no national standard exists for the licensing of Pharmacy Technicians, each state's board of pharmacy is responsible for developing its own requirements. Most states require a minimum age, high school education, completion of a formal education program or on-the-job training and the passing of a standardized examination. Often pharmacy technicians work with controlled substances and therefore, may have to submit their fingerprints and disclose any past offenses as well as undergo a criminal background check. You may find the State of Utah requirements at DOPL.org

Health Professions: Pharmacy Technician Program Checklist

- Apply to Utah State University Eastern, Moab or Blanding Campus
- Pre-requisite: ENGL 1010
- Pre-requisite: MATH 1050
- Pre-requisite: BCIS 1010
- Pre-requisite: ART 1010
- Submit Completed Pharmacy Technician Program Application with a copy of high school/GED and any college transcripts.
- Submit Pharmacy Technician Student Contractual Agreement (found in the Handbook) to the instructor first day of class.
- Vaccination Records: Complete and up to date to instructor
- Complete Background Check and Drug Screen uploaded to CastleBranch
- Blanding campus students, please submit \$45.00 for drug screen to LaPriel Begay, Cashier and take/send receipt to TD Olsen
- Student Orientation: Scheduled with my instructor
- CPR card up to date
- Application packet deadline: First Friday in August (Fall semester)***

After application approval, you are ready to register for semester one courses.

Please submit Application to:

Teryn Lyman-Keune, Health Professions Coordinator/Advisor

teryn.lyman@usu.edu

344 West 800 North

Blanding, Utah 84511

OR

Stephanie Dahlstrom

Moab Education Center

125 West 200 South, Moab UT 84511

435-797-5106

stephanie.dahlstrom@usu.edu

A copy of the above records and documentation needs to be maintained and updated as appropriate by the student and as requested by the instructor and/or Health Professions Coordinator.

UtahStateUniversity®

HEALTH PROFESSIONS

Updated 01/28/2020

PHARMACY TECHNICIAN PROGRAM

DEADLINE: First Friday in August (Fall Sem)

Application

Name (Print) _____
Last First Middle

Names Previously used: _____

Student USU A# _____

Campus attending: _____

Phone: Day _____ Evening _____ Cell _____

Mailing Address _____

City _____ State _____ Zip _____

Age _____ High School Attended _____

Email address _____

(This email will be used to contact you about the PT Program)

I have provided true, complete and correct information on this application. I have read and understand the information presented in this packet.

Signature _____ Date _____