



# 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 PTCB 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. (U.S. Bureau of Labor Statistics)

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/healthcarepharmacy-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 (DRC) for information on appropriate policies and procedures. Students may contact the DRC to determine if they qualify for accommodations. Disabilities covered by ADA may include learning, sensory, emotional, physical or medical impairments. Students may call directly to the USU DRCat 1-435-797-2444. Students should 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:**

Health Professions Coordinator/Advisor – Teryn Lyman  
Utah State University Blanding Campus  
576 West 200 South, Blanding, UT 84511  
435-678-8208  
[teryn.lyman@usu.edu](mailto:teryn.lyman@usu.edu)

**OR**

Health Professions Advisor – Danyan Powell  
Utah State University Eastern Campus  
451 East 400 North  
435-613-5351  
[danyan.powell@usu.edu](mailto:danyan.powell@usu.edu)

**OR**

Keshia Yellow, Instructor  
Utah State University  
576 West 200 South, Blanding, UT 84511 (Physical address 344 West 800 North)  
435-678-8173 (Message)  
[keshia.yellow@usu.edu](mailto: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](https://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:

**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.

**Covid Vaccination:** Covid Vaccination + one booster.

**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 for fall semester or the third Friday in November for spring semester** after **required classes** are completed, **for admittance into the program**. 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 approximately \$37.00, lab coat \$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. Financial Aid Advisor, Pam Hosler, may be reached at 435-678-8159.**

# 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

## Semester 1

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

## Semester 2

<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>10</u>
Total Semester Credit Hours	16

† Indicates high school concurrent enrollment classes.

690 total clock hours

Didactic                      240 hours

Experiential                360 hours

Lab                              90 hours

**For total program costs, please contact the Business Office.**

**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 PTCB.

National certification, Examination Application and practice exams are available at: [www.ptcb.org](http://www.ptcb.org)

A pre-employment drug screen is completed at the students' cost (if they meet all other requirements for the program). If they pass the drug screen, they may enroll in classes. Class fees include: Castlebranch; Utah Criminal History Record; the cost of the drug screen; Pharmacy Technician Trainee Application fee, PTCB practice exam x2 and PTCB real exam x1.

The first week of class, students complete the paperwork for Pharm Tech Trainee Application, BCI Application for Criminal History Record (with the Third-Party Release to send the record to DOPL), and the CastleBranch paperwork so that we as USU may see any history outside the State of Utah. App paperwork is completed in class. Teach Trainee application, third party release and CastleBranch forms will be submitted to the professor. Students will keep the Application for Criminal History Record and are given the name, business hours and address of the appropriate finger printing station. Due date for fingerprints is 1 week with them being turned back into the professor.

## 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.
- Complete attached DOPL paperwork
- 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
- Students complete Criminal Background Check form and get fingerprints <https://bci.utah.gov/wp-content/uploads/sites/15/2019/10/ROA-10-29-2019.pdf>
- Student Orientation: Scheduled with my instructor
- CPR card up to date
- Application packet deadline: First Friday in August** (Fall semester)  
**Third Friday in November** (Spring semester)

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

Please submit Application to:

Utah State University Blanding  
Teryn Lyman, Health Professions Coordinator/Advisor  
[teryn.lyman@usu.edu](mailto:teryn.lyman@usu.edu)  
576 West 200 South  
BLT Building 208A  
Blanding, Utah 84511  
435-678-8208

OR

Utah State University Eastern  
Danyan Powell, Health Professions Advisor  
[danyan.powell@usu.edu](mailto:danyan.powell@usu.edu)  
451 East 400 North  
1-Stop Building RM 111  
Price, UT 84501

*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 staff assistant.*

# UtahStateUniversity®

## HEALTH PROFESSIONS

Updated 03/24/2022

### PHARMACY TECHNICIAN PROGRAM

**DEADLINE: First Friday in August (Fall Sem)**

**Third Friday in November (Spring 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)

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

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

Signature \_\_\_\_\_ Date \_\_\_\_\_