Office: Room 109 – Telephone: 361 592-1615 xt.4086 – e-mail: pharmtec@coastalbend.edu

Office Hours: TBD or by appointment. If you have any questions or concerns, please talk to me before or after class or call for an appointment.

9:00 -11:30AM T R

Credit Hours: 4

Course Description: Exploration of the unique role and practice of pharmacy technicians in an institutional pharmacy with emphasis on daily pharmacy operation. Topics include hospital pharmacy organization, work flow and personnel, medical and pharmaceutical terminology, safety techniques, data entry, packaging and labeling operations, extemporaneous compounding, inpatient drug distribution systems, unit dose cart fills, quality assurance, drug storage, and inventory control.

Course Objectives: Describe the organizational and communication systems within the health care institution and pharmacy department; utilize medical and pharmaceutical terminology; describe the importance of environmental safety standards, pharmacy safety, and personal safety and hygiene; specify routes of administration including mechanical, automatic, or robotic drug delivery systems; explain the importance of utilizing pharmacy resource materials; and outline the major functions of pharmacy supply and inventory control.


Grading: Grades will be determined in the following manner

Grading Scale:
A =90-100
B =80-89
C =75-79
F = Below 75

A final grade of 75 is needed to pass the course.
Lecture Exams: Each exam will cover lecture in class and textbook information. Final will be Comprehensive. Exams will be in multiple choice format. Be sure to bring a scantron and two pencils to each exam. No programmable calculators can be used during any of the exams. Instructor reserves the right to reschedule exam.

Lab: Lab grade will consist of 7 quizzes worth 10 points each.

Make Up Policy: If time permits and not conflicting with any other class obligation a make up will be allowed on only one exam and one quiz for lab. Each missed exam and quiz after will be awarded a zero.

Attendance: Attendance is required for lecture and lab! Attendance will be taken at every lecture and lab meeting. If absences exceed three (3) during the semester the student will lose one (1) letter grade for each additional absence unless there are documented medical or other emergencies. A student who is five (5) minutes late is considered tardy. Three (3) tardies constitute one absence. If the student is absent, the student is responsible for contacting the instructor to obtain any assignments or handouts. Attendance is not only essential for success in program but also in developing professionalism. In short, DON’T BE LATE AND TRY TO NOT BE ABSENT!

Cell phones should be turned off during class and lab. If you must take a call, leave the class but you are responsible for material that you miss. ABSOLUTELY NO TEXTING DURING CLASS! If you are caught texting during class you will be excused from the class for the day. If you are caught texting during an exam or quiz you will be awarded a zero for the exam or quiz.

Sexual harassment: see student handbook pg. 7

ADA Statement: No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the College District, or be subjected to discrimination by the College District. Nor shall the College District exclude or otherwise deny equal services, programs, or activities to an individual because of the known disability of an individual with whom the individual is known to have a relationship or association. 42 U.S.C. 12132; 28 CFR 35.130(g)

Academic Dishonesty: Each student is charged with notice and knowledge of the contents and provisions of Coastal Bend College’s rules and regulations concerning student conduct. All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by Board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion. (See the Student Handbook for further explanation of Scholastic Dishonesty.)