

Health Science Practicum Pharmacy Syllabus

Fall and Spring Semester
2023 - 2024

Instructor Information

Instructor	Email	Instructor Conference Time
Monique Taylor MSN, RN	Monique.taylor@houstonisd.org	Office Hours 1434 - 1525

General Information

Description

This course introduces the student to the practices and procedures used to assist the pharmacist in direct patient care in various pharmacy operations and settings. Students will review the history of pharmacy practice and technician roles; discuss the importance of regulatory laws and agencies, safety, licensing, competencies, career requirements, employable pharmacy skills and competencies, and associations for technicians. This course prepares students to take both the PTCB and ExCPT exams.

Course Objectives

- o Students will demonstrate critical thinking, effective decision making and therapeutic communicate.
- o Students will utilize teamwork while providing care.
- o Students are expected to demonstrate the knowledge and skills necessary to pursue a healthcare career in a pharmacy.
- o Students will assess their ethical and legal responsibilities, limitations, and the implications of their actions.
- o Students will examine past and present pharmaceutical practices and technician roles common to pharmacy practice settings.
- o Students will discuss regulatory laws and agencies, and requirements for pharmacy practice.
- o Students will define technician certification (compare current licensure and registrations), their benefits, and the process for attaining certification.
- o Students will explain the purpose of Med Guides, boxed warnings, and practices and regulations pertaining to controlled substances.
- o Students will explain functions of SDS, FDA, OSHA, DEA, and importance of HIPAA.

- o Students will demonstrate morals, code of ethics, and professionalism as technicians in practice.

Course Information

Required Materials

- Textbook (Provided Digitally)
 - o The Pharmacy Technician: A Comprehensive Approach, 4th Edition– Digital Textbook – Provided
- Supplementary
 - o PHARMACY TECHNICIAN EXAM Third Edition
- Clothing
 - o Scrubs, and athletic shoes
- Supplies
 - o Black/ dark blue ink pens
 - o Laptop
 - o Headphones or earbuds
 - o Calculator – basic function – Cell phones are not allowed
- Resources
 - o The following resources are items that are not required to successfully complete the program, but might instead help the student gain additional references, support, or explanations of related materials.
 - www.ptcb.org, www.drugs.com, www.fda.gov, www.nhanow.com

Attendance

- Students are expected to attend class regularly. Students are responsible for making up all assignments missed during an absence. It is also the student's responsibility to communicate with the teacher arrangements for make-up work.

Evaluation

Students are responsible for earning their own grades. Students will have every opportunity to earn an “A”, but it depends entirely on the student's effort. Students will be given 24 hours to turn in late assignments. However, 20 points will be

deducted from the late assignment. Late work greater than 24 hours past due will not be accepted. Assignments due on the date of a student absence must be turned in on the day the student returns.

Major Grade Retake Policy

- Only **major grades** are eligible for a retake
- Assignment must have been attempted to be eligible for a retake.
- Students are required to complete ALL the following:
 - Attend the entire duration of tutorial X2
 - Complete an alternative assignment
- Retake must be completed within two weeks of the original test grade being posted.
- Retakes are for failing major grades (below 70) only.

Retakes are not allowed for final exams.

Only 1 retake per major grade is permitted

- Upon grading of the retake, the new grade will be substituted for the original grade, but the new grade will not exceed 70%

Grades are based on the following:

Major Grades: 70%	
Exams, Projects, Performance Evaluations, Clinical Requirements	70%
Minor Grades: 30%	
Clinical Assignments, Modules, Quizzes, Discussion Board, Homework, Class Assignments	30%

Course Policies

- Assignments are only accepted in dark blue or black ink.
- White out is never acceptable for use.
- Correction of errors within student work must include a single line through the error and student initials.
- Students must be on their best behavior at clinical rotations. If there is any nonprofessional instance that requires reprimanding, the student can be excused from the Pharmacy program.
- Tardies will be handled according to school policy. Please refer to WESTSIDE WAY for policy information.
- Students cannot attend clinical on days they are absent from school.
- Academic dishonesty “cheating” will not be tolerated. The item will not be eligible for retake and the student will receive a zero. Please refer to WESTSIDE WAY for policy information.
- Be on time, in uniform (scrubs, athletic shoes, ID) on days of clinical rotation.
- Be on time, in uniform (WHS school uniform with ID) on non-clinical days.
- No artificial nails, nail polish, or wrinkled scrubs on clinical days.
- Students must drive their personal vehicle to the clinical site.
- Quizzes may or may not be announced.
- Students must sign and comply with the Pharmacy Course Contract. Failure to comply may result in removal from the Pharmacy Program.

Tutorials

- Tuesday 11:40am – 12:00pm - By appointment
- Thursday 11:10am – 11:30am – By appointment

Electronic Devices

- Refer to Westside Way

Classroom Policies and Procedures

- Westside student policies and code of conduct will be enforced.
- No cell phone use is allowed. Keep them in backpacks and turned off.
- Be in your seat and ready to work when the bell rings.
- Respect classroom norms

Academic Dishonesty

“Cheating, plagiarism, or copying the work of other students” is a minimum of Level II offense according to HISD Student Code of Conduct. The offense can escalate to higher levels depending on additional factors.

The Student Code of Conduct indicates the following:

“The disciplinary response depends on the offense, previous actions, and the seriousness of the misbehavior... A teacher who observes a student engaged in Level II or higher misconduct will fill out a discipline/referral form for the student’s dean.”

Board Policy EIA (Local) states the following:

“A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or information from students.”
All issues of Academic Dishonesty must be reported to a Dean of Students for minor assignments and the Dean of Instruction/Principal for major assignments.”

Pharmacy Tech Syllabus

I have read and understood all contents of the Health Science Pharmacy Syllabus. I agree to follow the rules as outlined.

Student Printed Name

Student Signature/ Date

Parent Printed Name

Parent Signature/ Date