

# VIRTUAL STUDY™:

pharmacy technician advanced program (CPhT)

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### Customer Interactions

Learn non-verbal and verbal skills essential to deliver quality patient care in today's pharmacy setting.

### Pharmacy Language & Terminology

Recognize common pharmacy and medical terms and abbreviations used in administering medications.

### Diseases & Drug Classifications

Recognize medical terminology related to common diseases and drug classifications and how to apply that to a patient.

### Top 125 Drugs

Learn what the most commonly prescribed drugs are for various human biological systems.

### Pharmacy Math

Demonstrate the ability to convert between various systems of measurements in order to perform calculations required for dispensing medications.

### Prescription Processing

Demonstrate steps involved in prescription processing including interpretation, calculations, dispensing techniques, and quality and safety practices.

### Billing & Inventory

Identify various government and private payment types and inventory processes.

### Medication Safety & Patient Adherence

Explain the importance of patient rights and identify the role technicians play in reducing medication errors.

### Compounding Practices

Demonstrate compounding practices based on organizational regulations and guidelines used in pharmacy practice.

### Institutional Practices

Identify common practices used in institutional settings including automation technology and inpatient related services.

### Hands-On Skills

Learn extensive hands-on skills essential to patient safety and prescription creation and processing.

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### Customer Interactions

Learn non-verbal and verbal skills essential to deliver quality patient care in today's pharmacy setting.

- 1.1: Customer Service & Communication
- 1.2: Telephone Etiquette
- 1.3: Special Populations

### Pharmacy Language & Terminology

Recognize common pharmacy and medical terms and abbreviations used in administering medications.

- 2.1: Basic Pharmacy Abbreviations Part I
- 2.2: Basic Pharmacy Abbreviations Part II
- 2.3: Routes of Administration
- 2.4: Dosage Forms
- 2.5: Medical Terminology

### Diseases & Drug Classifications

Recognize medical terminology related to common diseases and drug classifications and how to apply that to a patient.

- 3.1: Pharmacokinetics
- 3.2: Cardiovascular Diseases & Drugs
- 3.3: Cardiovascular Diseases & Drugs
- 3.4: Gastrointestinal Diseases & Drugs
- 3.5: Nervous System & Drugs Part I
- 3.6: Nervous System & Drugs Part II
- 3.7: Endocrine System & Drugs Part I
- 3.8: Endocrine System & Drugs Part II
- 3.9: Eye, Ear, Nose, and Throat (EENT) & Drugs
- 3.10: Reproductive System & Drugs
- 3.11: Urinary Tract System & Drugs
- 3.12: Musculoskeletal System & Drugs
- 3.13: Immune System & Immunizations

3.14: Antibiotics, Antivirals & Antifungals

3.15: OTC Drugs, Herbs & Vitamins

### Top 125 Drugs

Learn what the most commonly prescribed drugs are for various human biological systems.

- 4.1: Top Drugs: Antibiotics
- 4.2: Top Drugs: Cardiovascular System Part I
- 4.3: Top Drugs: Cardiovascular System Part II
- 4.4: Top Drugs: Endocrine System
- 4.5: Top Drugs: Gastrointestinal System
- 4.6: Top Drugs: Musculoskeletal System
- 4.7: Top Drugs: Nervous System Part I
- 4.8: Top Drugs: Nervous System Part II
- 4.9: Top Drugs: Renal System
- 4.10: Top Drugs: Reproductive System
- 4.11: Top Drugs: Respiratory System

### Pharmacy Math

Demonstrate the ability to convert between various systems of measurements in order to perform calculations required for dispensing medications.

- 5.1: Ratios & Proportions
- 5.2: Time, Temperature & Roman Numerals
- 5.3: Interpreting Medication Labels
- 5.4: Interpreting Prescriptions & Patient Labels
- 5.5: Calculating Solid Doses
- 5.6: Calculating Liquid Doses
- 5.7: Calculating Pediatric Doses
- 5.8: Calculating Intravenous Doses
- 5.9: Calculating High-risk Intravenous Doses
- 5.10: Pharmacy Business Math

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#### Prescription Processing

Demonstrate steps involved in prescription processing including interpretation, calculations, dispensing techniques, and quality and safety practices.

- 6.1: Community Workflow
- 6.2: Dosage Calculations (Day's Supply)
- 6.3: Prescription Processing
- 6.4: Counting & Product Verification
- 6.5: Customer Service & Cash Transactions
- 6.6: Institutional Workflow
- 6.7: Interpreting & Preparing Institutional Orders

#### Billing & Inventory

Identify various government and private payment types and inventory processes.

- 7.1: Insurance Terms & Private Coverage Plans
- 7.2: Government Insurance Plans
- 7.3: Claims Processing
- 7.4: Inventory Management
- 7.5: Returns, Waste & Disposal Basics

#### Medication Safety & Patient Adherence

Explain the importance of patient rights and identify the role technicians play in reducing medication errors.

- 8.1: Patient Adherence & Best Practices
- 8.2: Error Prevention, Reporting & Safety
- 8.3: Quality Insurance & Risk Management
- 8.4: Pharmacy Laws & Regulations Part I
- 8.5: Pharmacy Laws & Regulations Part II
- 8.6: Point of Care with Diabetes (Lifestyle Choices)
- 8.7: Medication History
- 8.8: Product Verification
- 8.9: Diversion & Tracking of Controlled Substances

#### Compounding Practices

Demonstrate compounding practices based on organizational regulations and guidelines used in pharmacy practice.

- 9.1: Handwashing & Garbing
- 9.2: Measuring Liquids
- 9.3: Weighing
- 9.4: Cleaning the LAFW (IV Hood)
- 9.5: Withdrawing Liquid from a Vial

#### Institutional Practices

Identify common practices used in institutional settings like automation technology and inpatient related services.

- 10.1: Refill Code (Emergency) Cart with Charges
- 10.2: Inventory Using Automation (ADC)
- 10.3: Preparing Long-term Care Cards
- 10.4: Repackaging Unit Dose Medications

#### Hands-On Skills

Learn extensive hands-on skills essential to patient safety and prescription creation and processing.

- 11.1: Hand Washing & Garbing Demonstration
- 11.2: Weighing & Trituration Using a Mortar & Pestle
- 11.3: Measuring Liquids
- 11.4: Counting, Labeling & Packaging a Prescription with Customer Service
- 11.5: Replenishing the ADC & Report Creation
- 11.6: ADC - Use Repackaged Medications Prepared From Bulk & Replenish/Fill Cabinet
- 11.7: Preparing Medications for Institutional Facilities (LTC)
- 11.8: Wellness & POCT Exercise with Glucometer
- 11.9: Medication Reconciliation & Medication Therapy Management
- 11.10: Use of Technology for Reporting of Medication Errors