Idaho CTE

Pharmacy Technician (2024)

CONTENT STANDARD 1.0: PROFESSIONAL ORGANIZATIONS AND LEADERSHIP 1

1.1 Performance Standard 1.1: Student Leadership in Career Technical Student Organizations (CTSO) and Professional Associations 1.1

- 1.1.1 Explore the role of professional organizations and/or associations in the pharmacy services industry. 1.1.1
- 1.1.2 Define the value, role, and opportunities provided through career technical student organizations. 1.1.2
- 1.1.3 Engage in career exploration and leadership development. 1.1.3

CONTENT STANDARD 2.0: PHARMACY TECHNICIAN 2

2.1 Performance Standard 2.1: Roles and Services 2.1

- 2.1.1 Describe the role of the pharmacist. 2.1.1
- 2.1.2 Describe the traditional and the advanced role of the pharmacy technician. 2.1.2
- 2.1.3 Identify the role of the prescriber. 2.1.3
- 2.1.4 Describe the prescription cycle. 2.1.4
- 2.1.5 Compare types of pharmacies and other pharmacy services. 2.1.5
- 2.1.6 Describe wellness programs offered through pharmacies. 2.1.6

CONTENT STANDARD 3.0: LEGAL AND ETHICAL RESPONSIBILITIES 3

3.1 Performance Standard 3.1: Duties According to Regulations, Policies, and Laws 3.1

- 3.1.1 Describe the Idaho State Board of Pharmacy Code and Administrative Rules and its function for pharmacy technicians. 3.1.1
- 3.1.2 Describe the requirements for pharmacy recordkeeping. 3.1.2
- 3.1.3 Summarize timelines regarding federal laws. 3.1.3
- 3.1.4 Compare pharmacy professionals' licensure, certification, registration, and legislated scope of practice. 3.1.4
- 3.1.5 Describe the Health Information Portability Accountability Act (HIPAA) and its function. 3.1.5
- 3.1.6 Describe the Health Information Technology for Economic and Clinical Health Act (HITECH) and its function. 3.1.6
- 3.1.7 Identify the Drug Enforcement Administration (DEA) Code of Federal Regulations (number validation) and its function. 3.1.7
- 3.1.8 Describe the role of the Food and Drug Administration (FDA). 3.1.8
- 3.1.9 Describe the related guidelines of the Occupational Safety and Health Administration (OSHA) and safety data sheets (SDS) and their functions. 3.1.9
- 3.1.10 Distinguish between PTCB and NHA certifying bodies in the pharmacy industry. 3.1.10
- 3.1.11 Describe continuing education and training requirements for certification and renewal. 3.1.11
- 3.1.12 Describe the process of identifying and reporting theft within the pharmacy (DEA Form 106). 3.1.12

3.2 Performance Standard 3.2: Professional Standards and Interpersonal Skills 3.2

- 3.2.1 Identify the personal traits and attitudes of effective pharmacy team members. 3.2.1
- 3.2.2 Describe the chain of command in a pharmacy setting. 3.2.2
- 3.2.3 Demonstrate professional standards of pharmacy workers as they apply to hygiene, dress, language, confidentiality, ethical and respectful behavior, and substance and alcohol use and abuse. 3.2.3
- 3.2.4 Describe drug diversion. 3.2.4
- 3.2.5 Describe the implications of personal and professional social media use regarding employment. 3.2.5

CONTENT STANDARD 4.0: PROCESSING AND HANDLING OF MEDICATION AND MEDICATION ORDERS/PRESCRIPTIONS 4

4.1 Performance Standard 4.1: Prescription Analysis 4.1

- 4.1.1 Describe the differences between a prescription and a medication order. 4.1.1
- 4.1.2 Interpret a prescription. 4.1.2
- 4.1.3 Interpret a medication order. 4.1.3

4.2 Performance Standard 4.2: Assisting the Pharmacist 4.2

- 4.2.1 Input pharmacy data (e.g., patient and insurance profile, prescriptions) using technology. 4.2.1
- 4.2.2 Demonstrate knowledge of the prescription refill process. 4.2.2
- 4.2.3 Identify the patient's need for pharmacy counseling. 4.2.3
- 4.2.4 Describe medication monitoring programs. 4.2.4
- 4.2.5 Describe a pharmacy technician's role in an audit. 4.2.5

4.3 Performance Standard 4.3: Special Pharmacy Operations 4.3

- 4.3.1 Describe the phases of investigational drugs in clinical trials. 4.3.1
- 4.3.2 Identify drugs categorized under Risk Evaluation Mitigation Strategies (REMS) and the reasons for that categorization. 4.3.2
- 4.3.3 Describe the safe handling of all pharmaceutical hazardous materials and waste. 4.3.3

CONTENT STANDARD 5.0: STERILE AND NON-STERILE COMPOUNDING 5

5.1 Performance Standard 5.1: Sterile Compounding 5.1

- 5.1.1 Describe universal precautions for sterile compounding. 5.1.1
- 5.1.2 Describe United States Pharmacopeia (USP) Guidelines 797 and 800 and their functions. 5.1.2
- 5.1.3 Identify the required ingredients for a compounded sterile product. 5.1.3
- 5.1.4 Identify the equipment and technology used in sterile compounding. 5.1.4
- 5.1.5 Demonstrate the processes and procedures of sterile compounding. 5.1.5

5.2 Performance Standard 5.2: Non-Sterile Compounding 5.2

- 5.2.1 Describe universal precautions for non-sterile compounding. 5.2.1
- 5.2.2 Describe USP Guideline 795 and its function. 5.2.2
- 5.2.3 Identify the required ingredients for a compounded non-sterile product. 5.2.3
- 5.2.4 Identify the equipment and technology used in non-sterile compounding. 5.2.4
- 5.2.5 Demonstrate the processes and procedures of non-sterile compounding. 5.2.5

CONTENT STANDARD 6.0: PROCUREMENT, BILLING, REIMBURSEMENT, AND INVENTORY MANAGEMENT 6

6.1 Performance Standard 6.1: Adjudication of Billing 6.1

- 6.1.1 Define the term third party. 6.1.1
- 6.1.2 Define the terminology used in insurance billing (e.g., prior authorizations, deductible, double billing) when supplies are billed as durable medical equipment. 6.1.2
- 6.1.3 Describe the fields on an insurance card. 6.1.3
- 6.1.4 Describe pharmacy reimbursement plans. 6.1.4
- 6.1.5 Describe third-party rejections and the reasons they occur. 6.1.5

6.2 Performance Standard 6.2: Purchasing Pharmaceuticals 6.2

- 6.2.1 Describe various procedures in purchasing pharmaceuticals. 6.2.1
- 6.2.2 Describe controlled substance ordering systems (DEA Form 222). 6.2.2
- 6.2.3 Describe the ordering system and the technology applied. 6.2.3

6.3 Performance Standard 6.3: Inventory Control 6.3

- 6.3.1 Differentiate inventory control systems for various drug classifications. 6.3.1
- 6.3.2 Describe the process of return-to-stock. 6.3.2
- 6.3.3 Describe the three classes of drug recalls. 6.3.3
- 6.3.4 Describe the procedure for removing recalled drugs from the pharmacy. 6.3.4
- 6.3.5 Describe standard procedures for reviewing and removing outdated drug products. 6.3.5
- 6.3.6 Describe formularies in the pharmacy. 6.3.6
- 6.3.7 Describe the legal requirements for destroying controlled substances (DEA Form 41). 6.3.7

6.4 Performance Standard 6.4: Customer Transactions 6.4

- 6.4.1 Demonstrate point of sale (POS) transactions for diverse populations. 6.4.1
- 6.4.2 Describe patient identifiers necessary to dispense medication. 6.4.2
- 6.4.3 Describe required valid forms of identification for drug transactions and signature requirements. 6.4.3
- 6.4.4 Describe age limits and purchase limits in dispensing certain pharmaceuticals. 6.4.4

CONTENT STANDARD 7.0: SAFETY 7

7.1 Performance Standards 7.1: Patient Safety 7.1

- 7.1.1 Demonstrate infection control procedures. 7.1.1
- 7.1.2 Describe circumstances that warrant a Drug Utilization Review (DUR). 7.1.2
- 7.1.3 Describe the roles of the Institute for Safe Medical Practices (ISMP), the Medical Error Reporting Program (MERP), and The Joint Commission (TJC). 7.1.3

7.2 Performance Standard 7.2: Medication Safety 7.2

- 7.2.1 Identify sound-alike/look-alike drugs. 7.2.1
- 7.2.2 Identify high-alert/high-risk medications. 7.2.2
- 7.2.3 Identify other common safety strategies for medications (e.g., cross-contamination, TallMan Lettering). 7.2.3
- 7.2.4 Describe the Tech-Check-Tech (TCT) program and its purpose. 7.2.4
- 7.2.5 Describe strategies for accurately receiving verbal orders. 7.2.5

CONTENT STANDARD 8.0: TECHNOLOGY AND INFORMATICS 8

8.1 Performance Standard 8.1: Pharmaceutical Dispensing 8.1

- 8.1.1 Describe the role of the Idaho Board of Pharmacy (BOP) requirements for dispensing medications. 8.1.1
- 8.1.2 Describe emerging technologies in the pharmacy industry. 8.1.2
- 8.1.3 Identify indicators of fraudulent prescriptions. 8.1.3
- 8.1.4 Describe reliable drug information resources and their purposes (e.g., Orange Book). 8.1.4

CONTENT STANDARD 9.0: PHARMACOLOGY 9

9.1 Performance Standard 9.1: Pharmacokinetics and Pharmacodynamics 9.1

- 9.1.1 Describe absorption, distribution, metabolism, excretion (ADME), and the related organs. 9.1.1
- 9.1.2 Identify pharmacological categories, their functions, and the common medications in each category. 9.1.2
- 9.1.3 Identify generic and brand names of common drugs. 9.1.3
- 9.1.4 Identify drug interactions/side effects of commonly used medications. 9.1.4
- 9.1.5 Describe strengths/dosage and dosage forms. 9.1.5
- 9.1.6 Identify routes of administration. 9.1.6

9.2 Performance Standard 9.2: Over-The-Counter and Alternative Therapies 9.2

- 9.2.1 Define over-the-counter (OTC) products. 9.2.1
- 9.2.2 Identify common over-the-counter (OTC) products. 9.2.2
- 9.2.3 Identify common vitamins, minerals, and herbal supplements. 9.2.3
- 9.2.4 Identify devices and durable medical equipment (DME). 9.2.4

CONTENT STANDARD 10.0: MATHEMATICS 10

10.1 Performance Standard 10.1: Mathematics in Pharmaceutical Practice 10.1

- 10.1.1 Convert between measurement systems (e.g., temperature conversions, conversions from household to metric). 10.1.1
- 10.1.2 Calculate ratios and proportions (i.e., dimensional analysis) for compounding sterile and non-sterile products. 10.1.2
- 10.1.3 Calculate drug concentrations as weight/weight, weight/volume, and volume/volume. 10.1.3
- 10.1.4 Calculate dosages based on age, weight, body surface area, and drip rates. 10.1.4
- 10.1.5 Calculate “Days Supply” based on a prescription. 10.1.5
- 10.1.6 Calculate “Quantity to Dispense” based on a prescription. 10.1.6
- 10.1.7 Solve alligation calculations. 10.1.7

CONTENT STANDARD 11.0: QUALITY ASSURANCE 11

11.1 Performance Standard 11.1: Assurance Practices 11.1

- 11.1.1 Describe risk-management guidelines and regulations. 11.1.1
- 11.1.2 Describe the National Drug Code (NDC) and its function. 11.1.2
- 11.1.3 Describe reporting agencies (e.g., MedWatch, Poison Control, pharmaceutical manufacturer, FDA Hotline) and their functions. 11.1.3