



Pharmacy Tech

Application & Registration Form

541.880.2243 | ce@klamathcc.edu

Program Mission:

Students will be eligible to take the NHA (National Healthcare Association) certification exam to become a certified pharmacy technician. Students will be able to earn a non-credit training certificate from Klamath Community College.

Course Description:

This 11-week course has 16 evening labs, practice exams, and lectures. This course will provide the how a pharmacy technician assists in the day-to day pharmacy operations which do not require the professional judgement of a pharmacist. These operations include: entering prescription orders, packaging and labeling prescriptions, operating automated dispensing devices, maintaining inventories, processing insurance claims, compounding sterile medications, reconciling medications, assisting with medication therapy management, and using mathematics to solve various calculations including flow rates, days supplies, and individual and daily doses.

Participation and attendance are mandatory to be placed in an internship and to take the national certification exam. You are allowed two absences during this program, which you should save for illness and emergencies that prevent you from attending class.

This course has a student cap of 15 students. Students will be entered into the program on a first come, first serve basis.

Prerequisites & Program requirements:

- High school graduate or GED equivalent (must provide copy)
- Must be 18 years or older before class starts.
- Math test (at end of document)

Requirements to be completed during training:

- BLS American Heart Association card
- Immunization Training
- Start online application for Licensure Pharmacy Technician**
- Start online application for Pharmacy Tech Certification on NHA website
- Schedule time and date to take Exam (cost of exam is included in the cost of the program if the student takes the exam within 6 months of completing the course)
- Pass a random Drug Screen & Background check* (No refunds due to inability to pass background check/drug screen)
- Attend resume and interview workshop

****To be eligible for licensure with the Oregon Board of Pharmacy, you must complete a national fingerprint-based background check. Results are valid for a period of 12 months. If you have not completed the background check process within the past 12 months, you will be sent the instructions to obtain your fingerprints after your application; \$41.25 fingerprint background processing fee and \$100.00 application fee have been received by the Oregon Board of Pharmacy. There is an additional \$12.50 fee that is required when you schedule your fingerprint appointment at a Field print facility near you. Your fingerprints will be electronically submitted to the Oregon State Police and the results will be sent to the Oregon Board of Pharmacy. Please allow an average of 30 days for the Oregon State Police to process your fingerprints.**

***Screening can be conducted any time prior to the start of internship. All applicants understand that inability to pass the drug screen and/or background check will affect their ability to complete internship and program requirements.**

***Disclaimer: Although marijuana may be legal in the state of Oregon for adults over the age of 21, most providers do not allow it and therefore we cannot accept any student into the internship that tests positive for marijuana on their drug screen.**

If you have any questions about your ability to meet these requirements, please contact the Workforce/Community Education Department Coordinator at 541-880-2243.

Course Topics:

1. Managing inventory
2. Receiving prescription requests from patients and doctors' offices
3. Accurately measuring medication amounts
4. Establishing and maintaining patient records
5. Accepting payment for prescriptions and processing insurance claims

Schedule:

Mondays, Tuesdays, and Thursdays, 05:30pm-8:30pm.

Course Supplies:

All supplies including a textbook is provided to all students. Students will need to purchase solid colored scrub top to wear to class.

Course Cost: \$2,820

Payment is due the first week of class. This class is not eligible for financial aid. A payment plan is available in installments of 3. Please inquire with the Cashier's Office in Building 9.

Student Grant Options:

- **KCC Foundation Scholarships**
Non-credit/Apprenticeship (EAO) scholarship
Student Emergency Scholarship
Contact: Lisa Carter, 541-880-2234, carter@klamathcc.edu
- **STEP Program at Klamath Community College**
Must be receiving SNAP benefits (food stamps).
Contact: Reynda Scobee, STEP Coordinator, 541-880-2343, Scobee@klamathcc.edu
- **STEP Program at Worksource**
Must be receiving SNAP benefits (food stamps). 30-day eligibility period
Contact: Tangie, Lead STEP Coordinator,
Tangie.M.MCREYNOLDS@employ.oregon.gov or visit Worksource to make an appointment.
- **Workforce Innovation Opportunity Act (WIOA) Federal Program at Worksource & Klamath Works**
Must be receiving SNAP, TANF, SSI, Dislocated worker/displaced homemaker or low-income. 30-day eligibility period
Contact: Tina Scotton, WIOA Manager 541-891-4667, tina@klamathworks.com

- **Vocational Rehabilitation training funds**
Voc. Rehab assists individuals with disabilities for job placement that matches their skills, interest, and abilities.
Contact: Tammi 541-883-5614

Job Placement:

- A resume and interview class are included in this course. KCC also has a Career Center located in Building 4. They are able to provide job search assistance, resume, cover letter, and interviewing techniques.

Application/Registration Process:

- Please scan all documents in PDF version to ce@klamathcc.edu or make an appointment to submit your documentation in person.
- You will receive a letter of admissions to your email with next steps.