



Davis Applied Technology College

A UCAT Campus
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Course Descriptions - Pharmacy Technician Catalog Year: 2012

BTEC 1010 Keyboarding I - 60 Hours

This course is designed to provide students with intensive skill building practice using drills and timed writings, which will increase speed and accuracy on a computer keyboard. The course covers an introduction to the computer keyboard and keyboarding techniques.

BTEC 1110 Computer Literacy - 90 Hours

This course provides students with a fundamental understanding of computing including knowledge and use of computer hardware, software, and operating systems. The course will cover basic use and common features of applications (word processing, spreadsheet, and database) including internet use and e-mail. This course includes information regarding setting up an ergonomic environment, maintaining healthy work habits and health risks involving eye strain and repetitive stress injuries.

BTEC 1110_ Computer Literacy (Program Based) - 90 Hours

This course provides students with a fundamental understanding of computing including knowledge and use of computer hardware, software, and operating systems. The course will cover basic use and common features of applications (word processing, spreadsheet, and database) including internet use and e-mail. This course includes information regarding setting up an ergonomic environment, maintaining healthy work habits and health risks involving eye strain and repetitive stress injuries.

FUND 0050 Keyboarding Skills - 90 Hours

This course covers an introduction to the QWERTY keyboard, correct finger placement, and keyboarding techniques. Students will learn to touch type as they complete drills and timed writings. Through practicepractice, students will increase their typing speed and accuracy on a computer keyboard.

FUND 0065 Computer Skills - 30 Hours

Students will learn beginner computer skills in a Windows XP environment. Topics include starting a computer, using a mouse, launching programs, creating, saving and printing documents, surfing the World Wide Web and sending email.

FUND 0070 Spelling Skills - 30 Hours

Students will improve their spelling skills by learning and using phonics and common spelling rules.

FUND 0075 Language Skills - 90 Hours

In this course students will practice and improve their language and writing skills and will gain an understanding of the English language and its correct use in written communication. Topics include sentence structure, parts of speech, grammar and punctuation rules in addition to extending these rules to sentences and paragraphs.

FUND 0080 Reading Skills - 90 Hours

This course will provide students with a foundation in reading skills, build vocabulary, and will provide practice recalling and interpreting information.

FUND 0085 Math Skills - 60 Hours

In this course students will learn to perform all four basic math operations accurately with whole numbers, fractions and decimals. Students will also be introduced to percentage and converting between fractions, decimals and percents.

FUND 0090 Study Skills - 30 Hours

Students will learn to use effective study habits and strategies for remembering information found in their textbooks and heard in class lectures. Students will also learn to use a strategy for reading and taking notes from textbooks, in class, and learn effective strategies for taking the five types of tests most frequently given by teachers.

FUND 0091 Davis School District Technical Tutoring - 250 Hours

Technical tutoring provides designated high school students with individual tracking to improve student success in Davis Applied Technology College courses. Students are provided assistance in study skills, test preparation as well as review of student progress and attendance.

MEDA 1100 Medical Terminology - 90 Hours

This course provides the student with the necessary skills to interpret and understand medical terminology, in order to be successful in the pursuit of health occupation careers. This is accomplished by utilizing a method of study that not only instructs the students in building medical terms but also gives the student immediate application in utilizing the medical term.

MEDA 1200 Medical Law and Ethics - 60 Hours

This course provides the student exposure to the legal and ethical issues that impact the healthcare setting, including guidelines, requirements, risk management and application of HIPPA regulations.

PHMT 1001 Pharmacy Technician Math - 60 Hours

Students will review basic mathematic skills and study new math concepts relating to the pharmacy industry. Upon completion of the course, students will have a strong foundation in the required mathematics as well as an introduction to the terminology and abbreviations used in pharmaceutical occupations.

PHMT 1005 The Filling Process - 30 Hours

Pharmacy technicians need to be able to read a prescription, understand the medical terms, and pharmacy terminology. They must differentiate between dosage forms and understand doctor's orders and medication and administration record (MAR.) This course will help students develop these skills.

PHMT 1010 Pharmacology and the Human Body - 60 Hours

Pharmacology is the study of drugs and their effects on the human body. This course introduces the student to the human body and how drugs are absorbed, distributed, metabolized, and eliminated by the body. The student will also study pharmacy math in this proficiency. Math is used every day, in every type of pharmacy.

PHMT 1100 Medications I - 90 Hours

To be a skilled pharmacy technician, knowledge of the use of medications, their brand, generic names, dosage forms, and strengths are important. This course requires students to study the characteristics of the most commonly prescribed medications dispensed in pharmacies today.

PHMT 1101 Introduction to Pharmacy - 15 Hours

This course will provide students with an overview of pharmacy technician duties in addition to an introduction to federal, state, and local laws as part of the technician's duties in assisting the pharmacist. The course will also include a background of the pharmacy industry, past and present.

PHMT 1110 Medications II - 60 Hours

Medication errors can be deadly, and for the sake of the patient's health, accuracy is one of the most skills a pharmacy technician should master. Some technicians provide counsel on the uses of over-the-counter (OTC) medications. These technicians have a vast knowledge of the uses of OTC medications, vitamins, and herbal products. During this course students will continue to learn about the most commonly prescribed medications in addition to common OTC medications and the important techniques used in pharmacies to reduce medication errors.

PHMT 1600 Pharmacy Lab and Management - 60 Hours

This course is designed to provide the student with hands-on experience in the major fields of pharmacy. Students will learn how to fill a prescription from start to finish, how a pharmacy is run and gain an understanding of the different roles technicians play in pharmacies.

PHMT 1900 Pharmacy Technician Externship I - 60 Hours

This is the most important course of the pharmacy technician program as it synthesizes the information learned in the other parts of the program and puts it into action in a pharmacy setting. The pharmacy technician student now has the opportunity to demonstrate his or her abilities in being a pharmacy technician in a retail, long-term care, or hospital pharmacy and have those abilities evaluated for areas of strength and areas to be developed. It will provide the student with valuable feedback on ways to become a true professional in the field.

PHMT 1901 Pharmacy Technician Externship II - 60 Hours

This is the most important course of the pharmacy technician program as it synthesizes the information learned in the other parts of the program and puts it into action in a pharmacy setting. The pharmacy technician student now has the opportunity to demonstrate his or her abilities in being a pharmacy technician in a retail, long-term care, or hospital pharmacy and have those abilities evaluated for areas of strength and areas to be developed. It will provide the student with valuable feedback on ways to become a true professional in the field. Students must complete 180 hours of on-the-job training which will be divided into three 60 hour courses.

PHMT 1902 Pharmacy Technician Externship III - 60 Hours

This is the most important course of the pharmacy technician program as it synthesizes the information learned in the other parts of the program and puts it into action in a pharmacy setting. The pharmacy technician student now has the opportunity to demonstrate his or her abilities in being a pharmacy technician in a retail, long-term care, or hospital pharmacy and have those abilities evaluated for areas of strength and areas to be developed. It will provide the student with valuable feedback on ways to become a true professional in the field. Students must complete 180 hours of on-the-job training which will be divided into three 60 hour courses.

WKSK 1400_ Workplace Relations (Program Based) - 60 Hours

This course will help students develop essential human-relation skills needed to maintain gainful and satisfying employment. This course includes familiarization with problematic areas found in the workforce including, solving problems; understanding relationships and diversity; increasing personal ethics; and developing strong personal, interpersonal, and human relation skills.

WKSK 1400B Workplace Relations - Blended - 60 Hours

This course will help students develop essential human-relation skills needed to maintain gainful and satisfying employment. Course content includes familiarization with problematic areas found in the workforce including, solving problems; understanding relationships and diversity; increasing personal ethics; and developing strong personal, interpersonal, and human relation skills.

WKSK 1500_ Job Seeking Skills (Program Based) - 30 Hours

This course helps prepare students to successfully apply for a job. This course will present essential job-seeking skills needed to find gainful employment including: developing resumes, applications, networking and interview skills.

WKSK 1500B Job Seeking Skills - Blended - 30 Hours

This course helps prepare students to successfully apply for a job. This course will present essential job-seeking skills needed to find gainful employment including: developing resumes, applications, networking and interview skills.