

**Certified Pharmacy Technician Syllabus**  
**Instructor: Louise Crago apprenticeship@alaskapca.org**

**Class Days & Hours:**

\*You are encouraged to attend class, however if you are unable to, a recording will be uploaded shortly following the live class. You will be required to listen to it if you miss class.

**General Information:**

Apprentices will meet once a week via internet for a period of 39 weeks.

Class Schedule—1-hour live or recorded session with 5-hours homework time each week. This training will be covering the following subjects:

- Maintain Pharmacy Inventory
- Provide Customer Service
- Manage Billing Processes
- Manage Delivery of Medications

**The Pharmacy Technician: A Comprehensive Approach, 4th Edition**

Jahangir Moini  
ISBN-10: 0-357-37135-6  
ISBN-13: 978-0-357-37135-0

**COHORT**

---

---

**COURSE SCHEDULE**

<b>Week</b>	<b>Date</b>	<b>Chapter Name</b>	<b>Learning Path</b>	<b>Points</b>
<b>1</b>	Week 1	Orientation - The assignments for the week need to be completed by the date of the class after the chapter is completed.	<ul style="list-style-type: none"><li>• Technical Instruction</li><li>• MindTap</li><li>• OJL Logs</li><li>• NHA</li></ul>	N/A

2	Week 2	<b>Ch 1 History of Pharmacy</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Checks 1.1</li> <li>• Knowledge Checks 1.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 4</li> <li>• 15</li> </ul>
3	Week 3	<b>Ch 2 The Foundation of Pharmaceutical Care</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Checks 2.1</li> <li>• Knowledge Checks 2.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 6</li> <li>• 15</li> </ul>
4	Week 4	<b>Ch 3 Pharmacy Law, Ethics, and Regulatory Agencies</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Checks 3.1</li> <li>• Knowledge Checks 3.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Learning Lab 2</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 8</li> <li>• 100</li> <li>• 100</li> <li>• 15</li> </ul>
5	Week 5	<b>Ch 4 Communication with Patients and Customers</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
6	Week 6	<b>Ch 5 Pharmaceutical Information and References</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Checks 5.1</li> <li>• Knowledge Checks 5.2</li> <li>• Branching Questions</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 5</li> <li>• 5</li> <li>• 10</li> <li>• 10</li> </ul>
7	Week 7	<b>Ch 6 Prescriptions and Processing</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Checks 6.1</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Learning Lab 2</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 100</li> <li>• 15</li> </ul>

<b>8</b>	Week 8	<b>Ch 7 Dosage Forms and Routes of Administration</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 7.1</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 10</li> <li>• 4</li> <li>• 100</li> <li>• 15</li> </ul>
<b>9</b>	Week 9	<b>Ch 8 Measurement Systems</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 8.1</li> <li>• Knowledge Check 8.2</li> <li>• Knowledge Check 8.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 2</li> </ul>
<b>10</b>	Week 10	<b>Ch 9 Conversion and Calculations</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 9.1</li> <li>• Knowledge Check 9.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 5</li> <li>• 2</li> </ul>
<b>11</b>	Week 11	<b>Ch 10 Safety in the Workplace</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 10.1</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 14</li> </ul>
<b>12</b>	Week 12	<b>Ch 11 Hospital Pharmacy</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 11.1</li> <li>• Knowledge Check 11.2</li> <li>• Knowledge Check 11.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
<b>13</b>	Week 13	<b>Ch 12 Community Pharmacy</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 12.1</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 15</li> </ul>



<b>19</b>	Week 19	<b>Ch 18 Medication Errors and Safety</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 18.1</li> <li>• Knowledge Check 18.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 15</li> </ul>
<b>20</b>	Week 20	<b>Ch 19 Drug Actions and Interactions</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 19.1</li> <li>• Knowledge Check 19.2</li> <li>• Knowledge Check 19.3</li> <li>• Knowledge Check 19.4</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 15</li> </ul>
<b>21</b>	Week 21	<b>Ch 20 Therapeutic Drugs for the Nervous System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 20.1</li> <li>• Knowledge Check 20.2</li> <li>• Knowledge Check 20.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
<b>22</b>	Week 22	<b>Ch 21 Therapeutic Drugs for the Musculoskeletal System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 21.1</li> <li>• Knowledge Check 21.2</li> <li>• Knowledge Check 21.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 3</li> <li>• 15</li> </ul>
<b>23</b>	Week 23	<b>Ch 22 Therapeutic Drugs for the Endocrine System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 22.1</li> <li>• Knowledge Check 22.2</li> <li>• Knowledge Check 22.3</li> <li>• Knowledge Check 22.4</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 15</li> </ul>

24	Week 24	<b>Ch 23 Therapeutic Drugs for the Cardiovascular System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 23.1</li> <li>• Knowledge Check 23.2</li> <li>• Knowledge Check 23.3</li> <li>• Knowledge Check 23.4</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Learning Lab 2</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 3</li> <li>• 100</li> <li>• 100</li> <li>• 15</li> </ul>
25	Week 25	<b>Ch 24 Therapeutic Drugs for the Immune System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 24.1</li> <li>• Knowledge Check 24.2</li> <li>• Knowledge Check 24.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 3</li> <li>• 15</li> </ul>
26	Week 26	<b>Ch 25 Therapeutic Drugs for the Respiratory System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 25.1</li> <li>• Knowledge Check 25.2</li> <li>• Knowledge Check 25.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab 1</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 14</li> </ul>
27	Week 27	<b>Ch 26 Therapeutic Drugs for the Urinary System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 26.1</li> <li>• Knowledge Check 26.2</li> <li>• Knowledge Check 26.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
28	Week 28	<b>Ch 27 Therapeutic Drugs for the Digestive System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 27.1</li> <li>• Knowledge Check 27.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 100</li> <li>• 15</li> </ul>

29	Week 29	<b>Ch 28 Therapeutic Drugs for the Reproductive System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 28.1</li> <li>• Knowledge Check 28.2</li> <li>• Knowledge Check 28.3</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
30	Week 30	<b>Ch 29 Therapeutic Drugs for the Eyes, Ears, and Nose</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 29.1</li> <li>• Knowledge Check 29.2</li> <li>• Knowledge Check 29.3</li> <li>• Knowledge Check 29.4</li> <li>• Knowledge Check 29.5</li> <li>• Knowledge Check 29.6</li> <li>• Knowledge Check 29.7</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
31	Week 31	<b>Ch 30 Therapeutic Drugs for the Integumentary System</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 30.1</li> <li>• Knowledge Check 30.2</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Learning Lab</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 1</li> <li>• 1</li> <li>• 10</li> <li>• 3</li> <li>• 100</li> <li>• 15</li> </ul>
32	Week 32	<b>Ch 31 Complementary and Alternative Medicine</b>	<ul style="list-style-type: none"> <li>• Reality Check</li> <li>• Knowledge Check 31.1</li> <li>• Knowledge Check 31.2</li> <li>• Knowledge Check 31.3</li> <li>• Knowledge Check 31.4</li> <li>• Branching Questions</li> <li>• Critical Thinking</li> <li>• Chapter Final Exam</li> </ul>	<ul style="list-style-type: none"> <li>• Practice</li> <li>• 3</li> <li>• 2</li> <li>• 4</li> <li>• 1</li> <li>• 10</li> <li>• 2</li> <li>• 15</li> </ul>
33	Week 33	<b>Catch up on lectures If not needed – introduce Practice Exams and Study Materials</b>		

<b>34</b>	Week 34	<b>NO CLASS</b> <b>Practice Exams</b>	Cengage Practice Exams	
<b>35</b>	Week 35	<b>Review</b>	Medication Review	
<b>36</b>	Week 36	<b>Review</b>	Federal Requirements/Patient Safety and Quality Assurance	
<b>37</b>	Week 37	<b>Review</b>	Order Entry and Processing/Inventory Management	
<b>38</b>	Week 38	<b>Review</b>	Administrative and Management/Health and Wellness	
<b>39</b>	Week 39	<b>Review</b>	Billing and Reimbursement Final prep for certification exam	

***CPhT Certifying Exam needs to be completed upon successful passing of classwork with a 70% or better and completion of competency skills***