Advisory Committee Fall 2018 Annual Meeting
Pharmacy
Vernon College – Century City Room 115 November 14, 2018 at 7:30am

Gary Schultz – Chair
Coby Garner – Vice Chair
Dawn Mackin – Recorder

Members Present:
Kristin Hoskins – United Supermarket
Nicky Clay – Walgreens
Elizabeth Ebnchenge – Walgreens
Aubri Forbis – Vernon
Coby Garner – Walmart
Dawn Mackin – Hospice of Wichita Falls
Adriane Melton – Walmart
April Nixon – United Regional
Gary Schultz – United Supermarket

Staff and Faculty Present:
Katrina Gundling
Shana Drury
Mollie Williams
Chelsey Henry

Members Absent:
Cole Elliott
Jayson Krueger
Noe Doan
Chuck Weaver

Shana introduces herself and asks for nominations for vice chair and recorder. Gary Schultz was vice chair last year and moves up to chair this year. Coby Garner volunteered for vice chair. Dawn Mackin volunteered for recorder.

Gary Schultz discusses new business.

Program Outcomes:

Discussion and review took place among committee members regarding the program outcomes listed below.

1. Demonstrate Personal/Interpersonal Knowledge and Skills
2. Demonstrate Foundation Professional Knowledge and Skills
3. Demonstrate Processing and Handling of Medications and Medication Orders
4. Prepare Sterile and Non-Sterile Compounding
5. Demonstrate Procurement, billing, reimbursement and inventory management
6. Demonstrate Patient and Medication Safety
7. Describe and Apply Technology and Information
8. Identify Regulatory Issues
9. Describe Quality Assurance

Gary Schultz asked for a motion to approve program outcome.
Coby Gardner made motion to approve the outcomes as is.
Nichole Clay seconded the motion.

The motion to approve program outcomes as is has passed.

Assessment Methods:

Gary Schultz asked that assessment methods and results be discussed and asked Mrs. Gundling to elaborate.

Program outcomes are assessed thru the results of the PTCB exam and submitted thru CTE Capstone Course with Licensure Exam ESCR. Program outcomes are also assessed thru student evaluations from practicum sites during externship rotation. Course outcomes are assessed thru testing, skills assessment, process evaluations and final exams.

Gary Schultz asked for a motion to approve assessment methods and results.
Coby Gardner made motion to approve assessment methods and results as presented.
Aubri Forbis seconded the motion.

The motion to approve assessment methods and results passed.

Approval of workplace competency:

Workplace competencies were discussed in detail as the table reflects below.

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1. Demonstrate Personal/Interpersonal Knowledge and Skills	9	8 students@ 100% 1 students @>70%	Continue current practices
2. Demonstrate Foundation Professional Knowledge and Skills	9	8 students@ 100% 1 students @>70%	Continue current practices
3. Demonstrate Processing and Handling of Medications and Medication Orders	9	2 student @ 100% 2 students@>90% 2 students @>70% 1 students @ >60% 2 student @>50%	Adding more time in lab to learn these skills

4.	Prepare Sterile and Non-Sterile Compounding	9	3 student @ 100% 2 students @>80% 2 students @>70% 2 student @>50%	Continue current practices
5.	Demonstrate Procurement, billing, reimbursement and inventory management	9	4 student @ 100% 2 students @>80% 2 students @>70% 1 student @>40%	Continue current practices
6.	Demonstrate Patient and Medication Safety	9	2 student @ 100% 3 students@>90% 1 students @>80% 1 students @>70% 1 students @ >60% 1 student @>50%	Continue current practices
7.	Describe and Apply Technology and Information	9	3 student @ 100% 3 students @>80% 1 students @ >60% 2 student @>50%	Using videos and more hands-on examples to prepare for exam
8.	Identify Regulatory Issues	9	3 student @ 100% 1 students@>90% 2 students @>80% 2 students @>70% 1 student @>50%	Continue current practices
9.	Describe Quality Assurance	9	3 student @ 100% 3 students @>80% 2 students @ >60% 1 student @>50%	Add time to didactic and laboratory to address QA processes

Mrs. Gundling explained the one student that failed refused to get help and waited too long to take her final test. Students have to wait at least 60 days to take the final test and this particular student waited eight months which resulted in her failing.

After discussion, Gary Schultz asked for a motion to approve workplace competency.
Coby Gardner made motion to approve workplace competency as presented.
Dawn Mackin second the motion.

The motion to approve workplace competency as presented passed.

Review program curriculum:

Pharmacy Technician, Level 1 Certificate, Day Program

CIP 51.0805

Level 1 Certificate

Instructional Locations - Century City Center
DAY PROGRAM
Fall Start Date
CERTIFICATE OF COMPLETION (Probable Completion Time – 32 weeks)

Major Requirements (30 SH)

Fall Block

PHRA 1102	Pharmacy Law		1
PHRA 1201	Introduction to Pharmacy (A)		2
PHRA 1205	Drug Classification		2
PHRA 1209	Pharmaceutical Mathematics I		2
PHRA 1247	Pharmaceutical Mathematics II		2
PHRA 1313	Community Pharmacy Practice		3
PHRA 1449	Institutional Pharmacy Practice		4

Spring Block

PHRA 1441	Pharmacy Drug Therapy and Treatment		4
PHRA 1445	Compounding Sterile Preparations		4
PHRA 1240	Pharmacy Third Party Payment		2
PHRA 1243	Pharmacy Technician Certification Review		2
PHRA 2265	Practicum (or Field Experience) - Pharmacy Technician/Assistant		2
	Total Credit Hours:		**30**

External certifying agency - American Society of Health - System Pharmacists/Accreditation Council for Pharmacy Education (ASHP/ACPE)

Verification of Workplace Competencies:

Credentialing Examination - PTCB or ExCPT for CPhT

Pharmacy Technician, Level 1 Certificate, Evening Program

CIP 51.0805

Level 1 Certificate

Instructional Locations - Century City Center
EVENING PROGRAM
Spring 2019 Start Date
CERTIFICATE OF COMPLETION (Probable Completion Time – 43 weeks)

Major Requirements (30 SH)

Spring Block

PHRA 1102	Pharmacy Law		1
PHRA 1201	Introduction to Pharmacy (A)		2
PHRA 1205	Drug Classification		2
PHRA 1209	Pharmaceutical Mathematics I		2
PHRA 1247	Pharmaceutical Mathematics II		2
PHRA 1313	Community Pharmacy Practice		3

Summer Block

PHRA 1240	Pharmacy Third Party Payment		2
PHRA 1449	Institutional Pharmacy Practice		4

Fall Block

PHRA 1243	Pharmacy Technician Certification Review		2
PHRA 1441	Pharmacy Drug Therapy and Treatment		4
PHRA 1445	Compounding Sterile Preparations		4
PHRA 2265	Practicum (or Field Experience) - Pharmacy Technician/Assistant		2
	Total Credit Hours:		**30**

External certifying agency – American Society of Health - System Pharmacists/Accreditation Council for Pharmacy Education (ASHP/ACPE)
(A) *Course included on the State's Advanced Technical Credit list. (See **Advanced Technical Credit**.)*

Verification of Workplace Competencies:

PHRA 1102 Pharmacy Law - Overview of federal and state laws governing the practice of pharmacy. The role of the pharmacy technician and the pharmacist and their associated responsibilities. Includes Code of Ethics, patient confidentiality, and a comparison of legal and ethical aspects.

Distinguish between the responsibilities of pharmacy technicians and pharmacists in pharmacy settings; and explain federal and state laws that govern pharmacy practice and the Code of Ethics guiding the practice of the pharmacy.

PHRA 1201 Introduction to Pharmacy - An overview of the qualifications, operational guidelines, and job duties of a pharmacy technician.

Outline the history of the pharmacy profession; describe the role of the pharmacy technician in a variety of settings; list the qualifications required for obtaining certification and registration; identify standards of law and ethics governing pharmacy practice; define key medical terms and abbreviations related to pharmacy practice; explain the importance of utilizing pharmacy resource materials; and summarize safety standards.

PHRA 1205 Drug Classification - A study of pharmaceutical drugs, abbreviations, classifications, dosages, side effects, and routes of administration.

Identify drug dosages, routes of administration, and dosage forms; distinguish between brand, generic, and their drug classifications.

PHRA 1209 Pharmaceutical Mathematics I - Solving pharmaceutical calculation problems encountered in the preparation and distribution of drugs.

Solve basic math problems and demonstrate conversion between various systems of measurement including household, metric, and apothecary; and perform adult and pediatric dosage calculations.

PHRA 1247 Pharmaceutical Mathematics II - Advanced concepts of Pharmaceutical Mathematics.

Perform advanced dosage calculations including alligations, body surface area, ratio strengths, percentage strengths, dilutions, and IV flow rate calculations.

PHRA 1313 Community Pharmacy Practice - Introduction to the skills necessary to process, prepare, label, and maintain records of prescriptions in a community pharmacy to

include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management and legal parameters.

Translate medical and pharmaceutical abbreviations and symbols used in processing prescriptions in a community pharmacy; utilize information technology; demonstrate the procedures and work flow operations relating to processing prescriptions and preparing medications in a community pharmacy setting.

PHRA 1240 Pharmacy Third Party Payment - Overview of third party payment and its impact on health care. Includes the principles and practices of managed care pharmacy, Medicaid and Medicare, payment plans, reimbursement methods, and formularies.

Discuss and compare the benefits of managed care; identify the needs of individuals who are not insurance-eligible; describe pricing schedules and demonstrate effective problem solving skills and communication with third-party administrators related to coverage and eligibility.

PHRA 1449 Institutional Pharmacy Practice - Fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy setting. In-depth coverage of hospital pharmacy organization, work flow and personnel, safety techniques, data entry, packaging and labeling operations, inpatient drug distribution systems including investigational drugs, continuous quality improvement and inventory control.

Identify the organization and communication across the multi-disciplinary health care-team; utilize pharmacy reference materials; demonstrate the procedures and work flow operations relating to processing and preparing medication orders in an institutional setting; and explain patient safety as it relates to the national patient safety goals.

PHRA 1243 Pharmacy Technician Certification Review - A review of major topics covered on the national Pharmacy Technician Certification Examination (PTCE).

Illustrate major principles of the following domain of PTCE: Pharmacology for Technicians, Pharmacy Law and Regulations, Sterile and Non-sterile Compounding, Medication Safety, Quality Assurance, Medication Order Entry and Fill Process, Inventory Management, Billing and Reimbursement, and Information Systems Usage and Application.

PHRA 1441 Pharmacy Drug Therapy and Treatment - Study of therapeutic agents,

their classifications, properties, actions, and effects on the human body and their role in the management of disease.

Categorize the major therapeutic classifications of drugs; differentiate the generic and trade names of drugs; describe the therapeutic use of drugs; and recognize appropriate dosing intervals for drugs, in consideration of side effects, toxicity, incompatibility and interactions.

PHRA 1445 Compounding Sterile Preparations - The process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP <797> standards.

Demonstrate procedures and techniques consistent with USP <797> standards; perform dosage calculations required for sterile product preparation; and demonstrate safe handling and preparation of compound sterile preparations.

Gary Schultz asked for a motion to approve program as it.
Coby Gardner made motion to approve program as presented.
Adriane Melton second the motion.

The motion to approve program as presented passed.

Review Matrices:

Gary Schultz led the discussion on Review Secretary's Commission on Achieving Necessary Skills (SCANS), General Education, Program Outcomes Matrices, and Institutional Outcomes Matrices and asks the faculty to expand on them.

Katrina explains the matrices below.

Program: Pharmacy Technician									Credential: Certificate of Completion	
Award: Pharmacy Technician Certificate of Completion										
Cip: 51.0805										
COMPETENCIES									LIST OF ALL COURSES REQUIRED AND IDENTIFIED	
SCANS COMPETENCIES								Course Number	Course Title	
1	2	3	4	5	6	7	8			
X	X			X	X	X	X	PHRA 1102	Pharmacy Law	

1	2	3	4	5	6	7	8	Course Number	Course Title
X	X		X	X	X	X	X	PHRA 1201	Introduction to Pharmacy
X	X		X	X		X	X	PHRA 1205	Drug Classification
X	X	X		X		X	X	PHRA 1209	Pharmaceutical Mathematics I
X	X	X		X		X	X	PHRA 1247	Pharmaceutical Mathematics II
X	X	X	X	X	X	X	X	PHRA 1313	Community Pharmacy Practice
X	X	X	X	X	X	X	X	PHRA 1449	Institutional Pharmacy Practice
X	X	X	X	X		X	X	PHRA 1441	Pharmacy Drug Therapy and Treatment
X	X	X	X	X		X	X	PHRA 1445	Compounding Sterile Preparations and Aseptic Technique
X	X	X		X		X	X	PHRA 1240	Pharmacy Third Party Payment
X	X	X	X	X	X	X	X	PHRA 1243	Pharmacy Technician Certification Review
X	X	X	X	X	X	X	X	PHRA 2265	Practicum (or Field Experience) - Pharmacy Technician/Assistant

8. BASIC USE OF COMPUTERS
7. WORKPLACE COMPETENCIES
6. PERSONAL QUALITIES
5. THINKING SKILLS
4. SPEAKING AND LISTENING
3. ARITHMETIC OR MATHEMATICS
2. WRITING
1. READING

Program: Pharmacy Technician	Credential: Certificate of Completion
Award: Certificate of Completion	
Cip: 51.0805	

LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES

GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
X	X			X	X	PHRA 1102	Pharmacy Law
X	X		X	X	X	PHRA 1201	Introduction to Pharmacy
X	X	X				PHRA 1205	Drug Classification
X		X				PHRA 1209	Pharmaceutical Mathematics I
X		X				PHRA 1247	Pharmaceutical Mathematics II
X	X	X	X	X	X	PHRA 1313	Community Pharmacy Practice
X	X	X	X	X	X	PHRA 1449	Institutional Pharmacy Practice
X	X	X				PHRA 1441	Pharmacy Drug Therapy and Treatment

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1	2	3	4	5	6	Course Number	Course Title
X	X	X	X			PHRA 1445	Compounding Sterile Preparations and Aseptic Technique
X	X	X	X			PHRA 1240	Pharmacy Third Party Payment
X	X	X	X	X	X	PHRA 1243	Pharmacy Technician Certification Review
X	X	X	X	X	X	PHRA 2265	Practicum (or Field Experience) - Pharmacy Technician/Assistant

6. Personal Responsibility
5. Social Responsibility
4. Teamwork
3. Empirical and Quantitative Skills
2. Communication Skills
1. Critical Thinking Skills

Program: Pharmacy Technician	Credential: Certificate of Completion
Award: Certificate of Completion	
Cip: 51.0805	

LIST OF ALL COURSES REQUIRED AND OUTCOMES

1	2	3	4	5	6	7	8	9	Course Number	Course Title
X	X						X	X	PHRA 1102	Pharmacy Law
X	X	X		X	X	X	X	X	PHRA 1201	Introduction to Pharmacy
	X	X							PHRA 1205	Drug Classification
	X	X	X	X					PHRA 1209	Pharmaceutical Mathematics I
	X	X	X						PHRA 1247	Pharmaceutical Mathematics II
X	X	X		X	X	X	X	X	PHRA 1313	Community Pharmacy Practice
X	X	X		X	X	X	X	X	PHRA 1449	Institutional Pharmacy Practice
	X	X		X		X	X	X	PHRA 1441	Pharmacy Drug Therapy and Treatment
	X	X	X	X	X	X	X	X	PHRA 1445	Compounding Sterile Preparations and Aseptic Technique
X	X	X		X		X	X	X	PHRA 1240	Pharmacy Third Party Payment
	X	X	X	X	X	X	X	X	PHRA 1243	Pharmacy Technician Certification Review
X	X	X	X	X	X	X	X	X	PHRA 2265	Practicum (or Field Experience) - Pharmacy Technician/Assistant

9. Describe Quality Assurance
8. Identify Regulatory Issues
7. Describe and Apply Technology and Information
6. Demonstrate Patient and Medication Safety
5. Demonstrate Procurement, billing, reimbursement and inventory management
4. Prepare Sterile and Non-Sterile Compounding

| 3. Demonstrate Processing and Handling of Medications and Medication Orders |
| 2. Demonstrate Foundation Professional Knowledge and Skills |
| 1. Demonstrate Personal/Interpersonal Knowledge and Skills |

Program: Pharmacy Technician										Credential: Certificate of Completion
Award: Certificate of Completion										
Cip: 51.0805										

LIST OF ALL COURSES REQUIRED AND OUTCOMES

OUTCOMES									Course Number	Course Title
1	2	3	4	5	6	7	8	9		
X	X	X	X	X	X	X	X	X	1. Critical Thinking Skills	
X	X	X	X	X	X	X	X	X	2. Communication Skills	
	X	X	X	X	X	X			3. Empirical and Quantitative Skills	
X	X	X	X	X	X				4. Teamwork	
X	X	X	X	X	X	X		X	5. Social Responsibility	
X	X	X	X	X	X	X	X	X	6. Personal Responsibility	

| 9. Describe Quality Assurance |
| 8. Identify Regulatory Issues |
| 7. Describe and Apply Technology and Information |
| 6. Demonstrate Patient and Medication Safety |
| 5. Demonstrate Procurement, billing, reimbursement and inventory management |
| 4. Prepare Sterile and Non-Sterile Compounding |
| 3. Demonstrate Processing and Handling of Medications and Medication Orders |
| 2. Demonstrate Foundation Professional Knowledge and Skills |
| 1. Demonstrate Personal/Interpersonal Knowledge and Skills |

Gary Schultz asked for a motion to approve matrices.
Coby Gardner made motion to approve matrices as presented.
Nichole Clay seconded the motion.

The motion to approve matrices as presented passed.

Program statistics:

Gary Schultz proceeded into discussing Program statistics

- Program Statistics:

- Graduates 2017-2018: (8 (7 females, 1 male)
- Enrollment Summer 2018: (0)
- Majors Fall 2018-2019: (12, 10 females, 2 males)
- Enrollment Fall 2018: (12, 10 females, 2 males)

Review of Pharmacy Technician Strategic Plan:

Gary Schultz moves discussion to the strategic plan.

<p align="center">Vernon College
Pharmacy Technician Program
Strategic Plan
Program Director: Katrina Gundling</p>

Vernon College Mission

The Philosophy, Vision, Values, and Mission permeates all facets of Vernon College. They are annually reviewed and updated as needed by the College Effectiveness Committee prior to being presented to the Board of Trustees for review and adoption.

Philosophy

Vernon College is a constantly evolving institution, dedicated primarily to effective teaching and regional enhancement. With this dedication to teaching and to the community, the College encourages open inquiry, personal and social responsibility, critical thinking, and life-long learning for students, faculty, and other individuals within its service area. The College takes as its guiding educational principle the proposition that, insofar as available resources permit, instruction should be adapted to student needs. This principle requires both flexibility in instructional strategies and maintenance of high academic standards. Strong programs of assessment and accountability complement this educational principle. VC accepts the charge of providing a college atmosphere free of bias, in which students can exercise initiative and personal judgment, leading to a greater awareness of personal self-worth. It strives to provide every student with opportunities to develop the tools necessary to become a contributing, productive member of society.

Vision

Vernon College will promote a culture of success for our students and communities through learner-centered quality instructional programs and exemplary services.

Values

Our values define who we are and guide us in conducting our business every day. Our values are our morals – what are important to us at our college.

Vernon College promotes a culture of success through our shared values and commitment to:

Accessibility
Accountability
Building Relationships
Diversity
Innovation
Leadership
Quality
Student Success
Teamwork

Vernon College Mission 2018-2022

The mission of Vernon College is teaching, learning and leading. Vernon College is a comprehensive community college that integrates education with opportunity through our instructional programs and student support services by means of traditional and distance learning modes. Therefore, to fulfill its mission, the College will provide access, within its available resources, to:

- ➢ Career technical/workforce programs up to two years in length leading to associate degrees or certificates;
- ➢ Career technical/workforce programs leading directly to employment in semi-skilled and skilled occupations;
- ➢ Freshman and sophomore courses in arts and sciences, including the new core and field of study curricula leading to associate and baccalaureate degrees;
- ➢ Ongoing adult education programs for occupational upgrading or personal enrichment;
- ➢ Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students;
- ➢ A continuing program of counseling and guidance designed to assist students in achieving their individual educational goals;
- ➢ Career technical/workforce development programs designed to meet local and statewide needs;
- ➢ Support services for educational programs and college-related activities;

- ➢ Adult literacy and other basic skills programs for adults; and
- ➢ Other programs as may be prescribed by the Texas Higher Education Coordinating Board (THECB), such as *60x30TX*, or local governing boards in the best interest of postsecondary education in Texas.

Pharmacy Technician Program Strategic Plan
Updated: September 2018

Goal/Objectives	Plan/Strategies	Who	Schedule	Current Progress	Completion
Maintain 100% Pass Rate on PTCE	**Continue to update curriculum to stay current with new standards and trends**	**Program Coordinator and Instructors**	**Continuous**	**Class of 2016 = 100% Pass rate**	**Never**
Maintain 100% Placement Rate	**Work with pharmacies in the area to post job openings available in classroom.**	**Program Coordinator**	**Continuous**	**Class of 2016- 80% placement rate**	**Never**
Maintain graduation/completion rate at 90%	**Work individually with students making a student plan during advisement and thru out program**	**Program Coordinator and Instructors**	**Continuous**	**Class of 2016- 80% completion rate**	**Never**
Community Involvement	**Activities that students may participate in: career fairs, pharmacy technician day (Oct 2018), Springfest, community service projects**	**Program Coordinator and Instructors**	**Continuous**	**Students participated in Springfest 2018**	**Never**
Obtain change plates (6) for current capsule machines, install two surgical sinks	**Equipment request was turned in Summer 2018 and approved for 2018-19**	**Program Coordinator**	**1 year**	**Currently in process of purchasing**	**Implementation Fall 2018**

Evaluate and implement new accreditation standards for pharmacy technician education and training program (new standard to be implemented in January 2019)	Review the revisions for the new accreditation standards for pharmacy technician education and training program and map outcomes with our curriculum	Program Coordinator and Instructors	1 year	To be implemented for the 2019-20 school year, will be mapped in the summer of 2019 as we finish out the current class with previous standards	Implementation Fall 2019

Gary Schultz asked for a motion to approve the strategic plan.
Coby Gardner made motion to approve strategic plan as presented.
Nichole Clay seconded the motion.

The motion to approve the strategic plan as presented passed.

Review the practicum sites for the Pharmacy Technician Program

Mr. Schultz asked Mrs. Gundling about the practicum sites for the program.

Vernon College

Practicum Sites for Pharmacy Technician Students   2017-2018

Pharmacy	Location	Contract	Last Used	Survey	Approval
Cubb Drug	Olney, TX	1/3/2013	2014	1/3/2017	9/21/2017
CVS Pharmacy SWP	Wichita Falls, TX	8/23/2007	2012	1/3/2017	9/21/2017
CVS Pharmacy 5th Street	Wichita Falls, TX	8/23/2007	2016	1/3/2017	9/21/2017
English Pharmacy	Wichita Falls, TX	5/08/08	2012	1/3/2017	9/21/2017
Family Pharmacy	Vernon, TX	8/31/2009	2017	1/3/2017	9/21/2017
Goldsmith's Pharmacy	Electra, TX	11/30/2009	2009	1/3/2017	9/21/2017
Graham Regional Hospital	Graham, TX	8/26/2009	Never	1/3/2017	9/21/2017
Guffey's Pharmacy	Wichita Falls, TX	10/12/2016	2016	1/3/2017	9/21/2017
Hillcrest Pharmacy	Vernon, TX	10/25/2013	2016	1/3/2017	9/21/2017
Hawk Pharmacy	Iowa Park, TX	1/4/2011	2014	1/3/2017	9/21/2017
Kell West Pharmacy	Wichita Falls, TX	10/23/2014	2014	1/3/2017	9/21/2017
North Texas State Hospital	Wichita Falls, TX	3/10/2011	2017	1/3/2017	9/21/2017
North Texas State Hospital	Vernon, TX	10/03/2011	2016	1/3/2017	9/21/2017
Promise Hospital	Wichita Falls, TX	10/12/2015	2017	1/3/2017	9/21/2017
Seymour Hospital	Seymour, TX	1/19/2011	2011	1/3/2017	9/21/2017

Texas Oncology Pharmacy	Wichita Falls, TX	4/15/2008	2017	1/3/2017	9/21/2017
Trotts Call Field Drug	Wichita Falls, TX	4/27/2010	2017	1/3/2017	9/21/2017
United Pharmacy Marketstreet	Wichita Falls, TX	11/30/2009	2016	1/3/2017	9/21/2017
United Pharmacy #516	Wichita Falls, TX	1/18/2011	2016	1/3/2017	9/21/2017
United Pharmacy #521	Wichita Falls, TX	1/18/2011	2017	1/3/2017	9/21/2017
United Regional Health Care System	Wichita Falls, TX	4/22/2010	2017	1/3/2017	9/21/2017
Walgreen Pharmacy #03220	Wichita Falls, TX	1/19/2012	2017	1/3/2017	9/21/2017
Walgreen Pharmacy #06661	Wichita Falls, TX	1/19/2012	2017	1/3/2017	9/21/2017
Walgreen Pharmacy #09041	Wichita Falls, TX	1/19/2012	2017	1/3/2017	9/21/2017
Wilbarger General Hospital	Vernon, TX	11/25/2008	2017	1/3/2017	9/21/2017

Gary Schultz asked for a motion to approve the practicum sites.
Coby Gardner made motion to approve practicum sites as presented.
Nichole Clay seconded the motion.

The motion to approve practicum sites as presented passed.

Review admission requirements and successful completion of program for the Pharmacy Technician Program:

Gary Schultz moves into the admission requirements for the program.

 Program Requirements
Vernon College
Pharmacy Technician Program

1. Complete the Vernon College admission procedure. A student must be first accepted by the College before being considered for the Pharmacy Technician Program. Admission to the college does not guarantee enrollment in the program.

2. Submit a Pharmacy Technician New Student Packet to the program. Deadline is July 31st for the day program beginning in August of each year and November 30th for the night program beginning in January of each year. Packets are available from the program coordinator and on the Vernon College website.

3. Potential students must register with Texas State Board of Pharmacy as a **pharmacy technician trainee** at **www.tsbp.state.tx.us.** There is a non-

refundable on-line processing fee of $52.00 (this fee can change). You will also have to have your fingerprints taken and this will cost approximately $45 to 50. The Texas State Board of Pharmacy will complete a criminal background check and persons with felony convictions or drug and alcohol charges may be denied registration. The potential student will not be able to enter the program without this registration.

4. Provide evidence that the following immunization requirements have been met prior to enrollment in the pharmacy technician program: bacterial meningitis, tetanus/diphtheria toxoid (TD), measles (students born after January 1, 1957), rubella, mumps (students born after January 1, 1957), Tuberculosis test (TB), Varicella, and Hepatitis B (three shots). For immunization exclusions and waivers and acceptable documentation of immunizations contact the program coordinator.

5. Once all the forms have been sent to the Pharmacy Technician Program Coordinator and the student meets the requirements for the program, an interview will be scheduled with the Program Coordinator.

6. The Pharmacy Technician Program Review Committee will rank students to determine placement into the program based upon completion the pharmacy technician new student packet, completion of the technician trainee registration process, and interview.

7. In the event the potential student is rejected by the Pharmacy Technician Program Review Committee, the student may request a hearing before the College Admissions Committee. Such a request is to be submitted in writing and include reasons why the College Admissions Committee should review the petition.

8. Information regarding program standards and policies is printed in the *Pharmacy Technician Handbook,* located on our website at www.vernoncollege.edu/pharmacytech

PHARMACY TECHNICIAN CERTIFICATE

The Pharmacy Technician Program is 30 semester-credit hour certificate program. Probable completion time for the program is over 2 to 3 semesters. The Vernon College Pharmacy Technician Program is fully accredited by the American Society of Health-System Pharmacists (ASHP)/Accreditation Council for Pharmacy Education (ACPE), and the classes are designed in accordance with their guidelines. Upon successful completion of the program, students graduate with a Certificate of Completion and will be eligible to take the National Pharmacy Technician Certification Examination administered by the Pharmacy Technician Certification Board (PTCB) to become a Certified Pharmacy Technician (CPhT).

A minimum grade of "C" must be earned in each pharmacy technician course under the Pharmacy Technician Program. All students must register with the Texas State Board of Pharmacy as Pharmacy Technician Trainees. Felony background checks are required prior to enrolling in the Pharmacy Technician Program, as well as registering with the Texas State

Board of Pharmacy. Any felony conviction or drug and alcohol charge may hinder a student from completing the Pharmacy Technician Certificate Program. No student will be allowed to start their clinical rotation without their trainee registration from the Texas State Board of Pharmacy. Drug testing will also be required prior to clinical/practicum rotations.

Gary Schultz asked for a motion to approve admission requirements.
Dawn Mackin made motion to approve admission requirements as presented.
Elizabeth Ebnchenge seconded the motion.

The motion to approve admission requirements as presented passed.

Program Specific Accreditation Information and Requirements:

Mrs. Gundling explained accreditation information below.

PHARMACY TECHNICIAN EDUCATION AND TRAINING PROGRAM
ACCREDITATION SURVEY REPORT
VERNON COLLEGE
WICHITA FALLS, TEXAS
SURVEY DATE: November 20, 2017
SURVEYORS: Maureen Sparks
                         W. Renee' Acosta

PROGRAM DIRECTOR: Katrina Brasuell
PURPOSE OF SURVEY: Accreditation

S U M M A R Y
AREAS OF NONCOMPLIANCE
None.
AREAS OF PARTIAL COMPLIANCE
1. There is insufficient evidence that the program's strategic plan is reviewed and revised, if appropriate, at least annually. **[Item 1.2.a.[**

2. The strategic plan does not sufficiently include long-term program goals; specific measurable objectives; strategies for achieving the goals and objectives; and a schedule for analyzing and evaluating the plans, and progress on the plan. **[Item 1.2.c.]**

3. There is insufficient evidence that the advisory committee has specific authority for affirming:
a. The curriculum makes possible the attainment of all educational goals and objectives; **[Item 1.4.a.]**

b. Criteria for experiential training sites; **[Item 1.4.b.]**

c. Criteria for admission; **[Item 1.4.c.]**

d. Criteria for successful completion of the program; and, **[Item 1.4.d.]**

e. The training program's strategic plan. **[Item 1.4.e.]**
4. The program director does not ensure that there is a sufficient complement of appropriate program faculty and staff to meet the needs of the program and to enable compliance with the accreditation standards. The program director should ensure sufficient staffing during lab to

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allow all students to safely and efficiently complete all lab activities during the scheduled lab hours. **[Item 2.1.e.]**

5. The simulated component of the program is not adequate in scope to prepare trainees for practice in a variety of contemporary practice settings. Specifically, the program should include: fax and phone simulation; increased medication therapy management coverage; increased medication reconciliation activities; closed-system transfer device training; increased customer service activities; barcoding technology; credit and return activities; and increased repetition of lab activities associate with the activities. **[Item 3.3.g.(4)]**

6. Equipment and supplies are not appropriate and adequate to enable students to achieve the program's educational goals. Specifically, the program needs to include reconstitution of oral liquids and simulated IV hoods for practice of sterile compounding. **[Item 3.3g(7)]**

7. The certificate is not signed by the highest ranking officer of the institution and the program director. **[Item 6.2.b.]**

CONSULTATIVE RECOMMENDATIONS

1. The program director should consider adding a signature line to the practicum site checklist or combining three experiential training site and preceptor evaluation forms into a single form.

2. The program director should consider adding field trips to view automation and increase exposure to specialty practice sites.

3. The program director should pursue acquisition of training videos for automation used by practicum sites.

4. The program director should consider adding customer service observations to increase customer service exposure and activities.

ASD-TX-20 January

Adjourn
The meeting adjourned at 8:00am

Recorder Signature:	Date:	Next Meeting: Spring 2019
Dawn Martin	2/5/2019	