

**Advisory Committee Fall 2021 Minutes
Pharmacy Technician**

7:00am– November 18, 2021 – Vernon College, Century City Center, Room 2307

Members present:

Brittany Giddings, United Regional
Jessica Scott, Walmart Pharmacy
Taylor Wilson, United Regional
Nicky Clay, Hospice of Wichita Falls
Jennifer Cable, Hospice of Wichita Falls
Gary Schultz, Walmart Pharmacy
Chuck Weaver, Trotts Drug
Coby Garner, Walmart Pharmacy

Nathan Wooten
Julie VanPelt

Vernon College faculty/staff:

Katrina Gundling
Tracy Catlin
Delilah Fowler
Gregg Chesterman
Shana Drury

Members not present:

Christine Joseph

Katrina Gundling began the meeting by welcoming the committee and started the introductions.

Shana Drury reviewed the purpose of the committee and opened the floor for nominations or volunteers for vice-chair and recorder.

Chair: Nicky Clay
Vice-Chair: Taylor Wilson
Recorder: Jennifer Cable

Old Business/Continuing BusinessNicky Clay

Nicky Clay began the meeting with new business since there was no old business.

None

New BusinessNicky Clay

❖ **Review program outcomes, assessment methods/results, and workplace competency**

Nicky Clay asked the faculty member, Katrina Gundling, to review the program outcomes with the committee.

Katrina Gundling explained each outcome and that the program outcomes come from the accrediting agency. VC is an advanced program hence, the long list of outcomes.

Program outcomes

Standard 1: Personal/Interpersonal Knowledge and Skills

ENTRY-LEVEL

1.1 Demonstrate ethical conduct.

1.2 Present an image appropriate for the profession of pharmacy in appearance and behavior.

- 1.3 Demonstrate active and engaged listening skills.
- 1.4 Communicate clearly and effectively, both verbally and in writing.
- 1.5 Demonstrate a respectful and professional attitude when interacting with diverse patient populations, colleagues, and professionals.
- 1.6 Apply self-management skills, including time, stress, and change management.
- 1.7 Apply interpersonal skills, including negotiation skills, conflict resolution, customer service, and teamwork.
- 1.8 Demonstrate problem-solving skills.

ADVANCED-LEVEL

- 1.9 Demonstrate capability to manage or supervise pharmacy technicians in matters such as conflict resolution, teamwork, and customer service.
- 1.10 Apply critical thinking skills, creativity, and innovation.
- 1.11 Apply supervisory skills related to human resource policies and procedures.
- 1.12 Demonstrate the ability to effectively and professionally communicate with other healthcare professionals, payors, and other individuals necessary to serve the needs of patients and practice.

Standard 2: Foundational Professional Knowledge and Skills

ENTRY-LEVEL

- 2.1 Explain the importance of maintaining competency through continuing education and continuing professional development.
- 2.2 Demonstrate ability to maintain the confidentiality of patient information, and understand applicable state and federal laws.
- 2.3 Describe the pharmacy technician's role, pharmacist's role, and other occupations in the healthcare environment.
- 2.4 Describe wellness promotion and disease prevention concepts.
- 2.5 Demonstrate basic knowledge of anatomy, physiology and pharmacology, and medical terminology relevant to the pharmacy technician's role.
- 2.6 Perform mathematical calculations essential to the duties of pharmacy technicians in a variety of settings.
- 2.7 Explain the pharmacy technician's role in the medication-use process.
- 2.8 Practice and adhere to effective infection control procedures.

ADVANCED-LEVEL

- 2.9 Describe investigational drug process, medications being used in off-label indications, and emerging drug therapies.
- 2.10 Describe further knowledge and skills required for achieving advanced competencies.
- 2.11 Support wellness promotion and disease prevention programs.

Standard 3: Processing and Handling of Medications and Medication Orders

ENTRY-LEVEL

- 3.1 Assist pharmacists in collecting, organizing, and recording demographic and clinical information for the *Pharmacists' Patient Care Process*.
- 3.2 Receive, process, and prepare prescriptions/medication orders for completeness, accuracy, and authenticity to ensure safety.
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- 3.3 Assist pharmacists in the identification of patients who desire/require counseling to optimize the use of medications, equipment, and devices.
- 3.4 Prepare patient-specific medications for distribution.
- 3.5 Prepare non-patient-specific medications for distribution.
- 3.6 Assist pharmacists in preparing, storing, and distributing medication products including those requiring special handling and documentation.
- 3.7 Assist pharmacists in the monitoring of medication therapy.
- 3.8 Maintain pharmacy facilities and equipment.

- 3.9 Use information from Safety Data Sheets (SDS), National Institute of Occupational Safety and Health (NIOSH) Hazardous Drug List, and the United States Pharmacopeia (USP) to identify, handle, dispense, and safely dispose of hazardous medications and materials.
- 3.10 Describe Food and Drug Administration product tracking, tracing, and handling requirements.
- 3.11 Apply quality assurance practices to pharmaceuticals, durable and non-durable medical equipment, devices, and supplies.
- 3.12 Explain procedures and communication channels to use in the event of a product recall or shortage, a medication error, or identification of another problem.
- 3.13 Use current technology to ensure the safety and accuracy of medication dispensing.
- 3.14 Collect payment for medications, pharmacy services, and devices.
- 3.15 Describe basic concepts related to preparation for sterile and non-sterile compounding.
- 3.16 Prepare simple non-sterile medications per applicable USP chapters (e.g., reconstitution, basic ointments, and creams).
- 3.17 Assist pharmacists in preparing medications requiring compounding of non-sterile products.
- 3.18 Explain accepted procedures in purchasing pharmaceuticals, devices, and supplies.
- 3.19 Explain accepted procedures in inventory control of medications, equipment, and devices.
- 3.20 Explain accepted procedures utilized in identifying and disposing of expired medications.
- 3.21 Explain accepted procedures in delivery and documentation of immunizations.
- 3.22 Prepare, store, and deliver medication products requiring special handling and documentation.

ADVANCED-LEVEL

- 3.23 Prepare compounded sterile preparations per applicable, current USP Chapters.
- 3.24 Prepare medications requiring moderate and high-level non-sterile compounding as defined by USP (e.g., suppositories, tablets, complex creams).
- 3.25 Prepare or simulate chemotherapy/hazardous drug preparations per applicable, current USP Chapters.
- 3.26 Initiate, verify and manage the adjudication of billing for complex and/or specialized pharmacy services and goods.
- 3.27 Apply accepted procedures in purchasing pharmaceuticals, devices, and supplies.
- 3.28 Apply accepted procedures in inventory control of medications, equipment, and devices.
- 3.29 Process, handle and demonstrate administration techniques and document administration of immunizations and other injectable medications.
- 3.30 Apply the appropriate medication use process to investigational drugs, medications being used in off-label indications, and emerging drug therapies as required.
- 3.31 Manage drug product inventory stored in equipment or devices used to ensure the safety and accuracy of medication dispensing.

Standard 4: Patient Care, Quality and Safety Knowledge, and Skills

ENTRY-LEVEL

- 4.1 Explain the *Pharmacists' Patient Care Process* and describe the role of the pharmacy technician in the patient care process.
- 4.2 Apply patient- and medication-safety practices in aspects of the pharmacy technician's roles.
- 4.3 Explain how pharmacy technicians assist pharmacists in responding to emergent patient situations, safely and legally.
- 4.4 Explain basic safety and emergency preparedness procedures applicable to pharmacy services.
- 4.5 Assist pharmacist in the medication reconciliation process.
- 4.6 Explain point of care testing.
- 4.7 Explain pharmacist and pharmacy technician roles in medication management services.
- 4.8 Describe best practices regarding quality assurance measures according to leading quality organizations.

ADVANCED-LEVEL

- 4.9 Verify measurements, preparation, and/or packaging of medications produced by other healthcare professionals.
- 4.10 Perform point-of-care testing to assist pharmacists in assessing patients' clinical status.
- 4.11 Participate in the operations of medication management services.
- 4.12 Participate in technical and operational activities to support the *Pharmacists' Patient Care Process* as assigned.
- 4.13 Obtain certification as a Basic Life Support Healthcare Provider.

Standard 5: Regulatory and Compliance Knowledge and Skills

ENTRY-LEVEL

- 5.1 Describe and apply state and federal laws pertaining to processing, handling, and dispensing of medications including controlled substances.
- 5.2 Describe state and federal laws and regulations pertaining to pharmacy technicians.
- 5.3 Explain that differences exist between states regarding state regulations, pertaining to pharmacy technicians, and the processing, handling, and dispensing of medications.
- 5.4 Describe the process and responsibilities required to obtain and maintain registration and/or licensure to work as a pharmacy technician.
- 5.5 Describe pharmacy compliance with professional standards and relevant legal, regulatory, formulary, contractual, and safety requirements.
- 5.6 Describe Occupational Safety and Health Administration (OSHA), National Institute of Occupational Safety and Health (NIOSH), and United States Pharmacopeia (USP) requirements for prevention and treatment of exposure to hazardous substances (e.g., risk assessment, personal protective equipment, eyewash, spill kit).
- 5.7 Describe OSHA requirements for prevention and response to blood-borne pathogen exposure (e.g., accidental needle stick, post-exposure prophylaxis).
- 5.8 Describe OSHA Hazard Communication Standard (i.e., "Employee Right to Know").

ADVANCED-LEVEL

- 5.9 Participate in pharmacy compliance with professional standards and relevant legal, regulatory, formulary, contractual, and safety requirements.
- 5.10 Describe major trends, issues, goals, and initiatives taking place in the pharmacy profession.

❖ Approve program outcomes

*Nicky Clay asked the committee for a motion to approve program outcomes as presented.
Chuck Weaver made a motion to approve the program outcomes as presented.
Taylor Wilson seconded the motion.*

The motion passed and the committee approved the program outcomes as presented.

❖ Approve assessment methods and results

Nicky Clay asked the faculty member, Katrina Gundling, to explain in more detail the assessment methods and results.

Katrina Gundling reviewed the following information.

Assessment methods are the PTCE (Pharmacy Technician Certification Exam) and we also use the practicum/clinical evaluations of students for assessment as well. We had 6 students

successfully complete the program and 6 students pass the PTCE (Pharmacy Technician Certification Exam).

Nicky Clay asked the committee for a motion to approve the assessment methods as presented. Coby Gardner made a motion to approve the assessment methods as approved. Jessica Scott seconded the motion.

The motion passed and the committee approved the assessment methods as presented.

❖ **Approval of workplace competency (course or exam)**

Nicky Clay asked the faculty member, Katrina Gundling, to tell the committee more about the competency and how the students have performed on the competency.

Katrina Gundling reviewed the following table, stating that due to the testing site, all she knows is if a student passed or failed. Students passing may not have made 100%, but knowing that all students passed the test is why it states 100%.

Program Outcome	Number of students who took the course or licensure exam	Results per student	Use of results
1. Demonstrate Personal/Interpersonal Knowledge and Skills	6	6students@ 100%	Continue current practices
2. Demonstrate Foundation Professional Knowledge and Skills	6	6 students@ 100%	Continue current practices
3. Demonstrate Processing and Handling of Medications and Medication Orders	6	6 students@ 100%	Continue current practices
4. Prepare Sterile and Non-Sterile Compounding	6	6 students@ 100%	Continue current practices
5. Demonstrate Procurement, billing, reimbursement, and inventory management	6	6 students@ 100%	Continue current practices
6. Demonstrate Patient and Medication Safety	6	6 students@ 100%	Continue current practices
7. Describe and Apply Technology and Information	6	6 students@ 100%	Continue current practices
8. Identify Regulatory Issues	6	6 students@ 100%	Continue current practices

Certificate: Credentialing Examination – PTCB Certification Exam for CPhT
4 sections = 9 outcomes above standards in all areas.

*Nicky Clay asked the committee for a motion to approve the workplace competency as presented.
Taylor Wilson made a motion to approve the workplace competency as presented.
Gary Schultz seconded the motion.*

The motion passed and the committee approved the workplace competency as presented.

❖ **Review of Pharmacy Technician Strategic Plan**

Nicky Clay asked the faculty member, Katrina Gundling, to review the strategic plan with the committee.

**Vernon College
Pharmacy Technician Program
Strategic Plan
Program Director: Katrina Gundling**

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 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 is 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 A 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

Pharmacy Technician Program Strategic Plan

Updated: October 2021

Goal/Objectives	Plan/Strategies	Who	Schedule	Current Progress	Completion
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Obtain/Maintain 100% Pass Rate on PTCE	Continue to update curriculum to stay current with new standards and trends (Adjusting for a new test for 2020)	Program Coordinator and Instructors	Continuous	Class of 2021 = 100% Pass rate	Never
Obtain/Maintain 90% Placement Rate	Work with pharmacies in the area to post job openings available in the classroom.	Program Coordinator	Continuous	Class of 2021- 100% placement rate	Never
Obtain/Maintain graduation/completion rate at 90%	Work individually with students making a student plan during advisement and during the program	Program Coordinator and Instructors	Continuous	Class of 2021- 71% completion rate	Never
Increase Recruiting efforts for male students, to obtain a 20% population	Work with the recruiting department and get suggestions from the advisory board on how to recruit more of the male population into our program.	Program Coordinator and Vernon College Recruitment	Continuous	Class of 2021 – We had a 17% enrollment of male students	Never
Community Involvement	Activities that students may participate in: career fairs, pharmacy site visits, Preview Day, community service projects Activities that pharmacist and pharmacy staff can participate in: career fairs, site visits, speaking engagements	Program Coordinator, Instructors, and Advisory Board Members	Continuous	On pause due to Covid-19, to resume when we can.	Never
Explore offering 2 dual credit courses to local high schools using Zoom video conferencing or another format	Begin offering 2 entry-level courses to the area high schools that can be used if they choose to enter the program. Introduction to Pharmacy, Pharmacy Law and Drug Classification	Program Coordinator	1 to 2-year s	Currently in process of notifying counselors to gauge interest	Implementation Fall 2021, have not had any students so far
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 change curriculum as needed (new curriculum to take effect for 2022-2023 school year)	Program Coordinator and Instructors	1 to 5 years	The Program Coordinator is working with the Dean of Instruction to change the curriculum	End of 2023-24 school year, when new standards will be issued or updated
Implement new curriculum for PHRA 1202- Pharmacy Law, PHRA 1201 – Intro to Pharmacy and PHRA 1305 – Drug Classification for 2020-21	The new curriculum implemented for 2020-2021 adjusted to fit the new ASHP standards and the new PTCB exam	Program Coordinator and Instructors	1 to 2 years	To be implemented for the 2020-21 school year	End of 2020-21 school year and then re-evaluated

Evaluate and Implement new program outcomes and goals thru the ASHP/ACPE Accreditation Council for Pharmacy Technician Programs	The program outcomes and goals were introduced in January 2019 and we have been ensuring that they are covered in our program, mapping out each goal, and must be updated each time we update the curriculum	Program Coordinator	1 to 5 years	To be implemented for 2019-20 school year and continuously monitored	End of 2023-24 school year, when new standards will be issued or updated
Moving the night program to online or mostly online-only meeting face to face for the lab component	Making the night program classes online or hybrid, allowing students to customize their lab schedule	Program Coordinator and Instructors	1 to 5 years	To be implemented for the 2020-21 school year and continuously monitored	End of 2025-26 school year, when new standards will be issued or updated

Katrina Gundling stated that the Pharmacy Technician program in the 2020-2021 year had a 100% placement rate.

❖ Approve Pharmacy Technician Strategic Plan

Coby Gardner asked about the strategic plan changing in the Spring. Katrina stated she asks for suggestions, sees if everything currently is working and if there is anything that needs to be updated or changed. He asked Katrina if retention is the biggest strategy. Katrina stated retention, necessity, and costs, all of this is looked at, also promoting the value of education.

Chuck asked about pathways.

Katrina stated there are two pathways. You have to be an approved training program through PTCB which Vernon College is, or ExCPT.

Coby stated that with Wal-Mart the company has a strict training plan.

ExCPT vs PTCB

Katrina said EXEPT is a test for high schools to be able to pass after just a class, whereas the PTCB has a much stricter plan as to what is covered. If you recall the program outcomes being so lengthy, PTCB looks at pharmacology hard, laws hard, mathematics hard, so this is a harder exam. Most institutional pharmacies require you to be PTCB recognized and will not take the other exam. Texas State Board, however, will recognize ExCPT.

Jessica asked about a pathway for high school students who are already ExCPT certified and seeing about them furthering their education and getting PTCB to recognize them as well.

Katrina said she would be open but since it is just one class in high school for the ExCPT, it is difficult, but it could strongly be a possibility.

Nicky Clay asked for a motion to approve the strategic plan as presented.

Gary Schultz made a motion to approve the strategic plan as presented.

Taylor Wilson seconded the motion.

The motion passed and the committee approved the strategic plan as presented.

❖ **Review the practicum sites for the Pharmacy Technician Program**

Nicky Clay asked the committee to review the attached documents.

Katrina Gundling reviewed the information below and stated that some of the sites were removed due to non-use in the last five years.

Practicum Sites for Pharmacy Technician Students

2020-21

Pharmacy	Address	City, State	Zip	Phone
CVS Pharmacy	3601 Jacksboro	Wichita Falls, TX	76302	766-0174
CVS Pharmacy	3201 Seymour	Wichita Falls, TX	76309	766-1939
Family Pharmacy	1720 Hillcrest Dr	Vernon, TX	76384	552-2999
Guffey's Drug Store	1610 9th Street	Wichita Falls, TX	76302	322-8626
Henrietta Pharmacy	126 N Bridge St	Henrietta, TX	76365	538-4361
Hillcrest Pharmacy	1015 Hillcrest Dr. #B	Vernon, TX	76384	592-4361
Kell West Pharmacy	5420 Kell Blvd	Wichita Falls, TX	76310	692-5888
North Texas State Hospital	6515 Kemp Boulevard	Wichita Falls, TX	76308	692-1220
North Texas State Hospital	4730 College Dr	Vernon, TX	76384	552-9901
Park Plaza	1900 9th Street	Wichita Falls, TX	76301	322-5492
Seymour Hospital	200 Stadium Dr	Seymour, TX	76384	889-3755
Texoma Cancer Center	5400 Kell Blvd	Wichita Falls, TX	76308	691-8271
KCP Promise Healthcare	1103 Grace Street	Wichita Falls, TX	76301	763-7908
Trotts Call Field Drug	4122 Call Field Rd	Wichita Falls, TX	76308	692-1234
United Pharmacy	4590 Kell Blvd.	Wichita Falls, TX	76309	692-3443
United Pharmacy	4516 Jacksboro	Wichita Falls, TX	76302	767-3368
United Pharmacy	202 North Main	Seymour, TX	76384	889-3622
United Pharmacy	2522 Old Iowa Park Rd	Wichita Falls, TX	76306	322-1114
United Regional Health Care System	1600 11th St.	Wichita Falls, TX	76301	764-7000
Walgreen Pharmacy	1701 9th St.	Wichita Falls, TX	76301	723-7979
Walgreen Pharmacy	4600 Kell Blvd	Wichita Falls, TX	76308	692-4610
Walgreen Pharmacy	2800 Southwest Pkwy	Wichita Falls, TX	76308	692-3421
Wilbarger General Hospital	920 Hillcrest Dr.	Vernon, TX	76384	552-9351

Jessica Scott asked if any clinical sites are not requiring the COVID vaccines.

Katrina stated that everything is different with this subject because of lawsuits, OSHA, and CMS. If the clinical site is tied to CMS, Medicaid, or Medicare, then it's going to be everyone, eventually needing the vaccine. Katrina has let the students know that certain hospitals and clinical sites will require certain vaccines.

Coby Gardner asked if we have had anyone drop the course because of the vaccines issue.

Katrina said as of right now, no student has dropped her course because of the vaccine issue. She has been very transparent about this issue from the start, in letting the students know, there may be places that require certain vaccines before you can start clinical and you can't complete the course without clinical.

❖ **Approve Practicum Sites**

Nicky Clay asked the committee for a motion to approve the practicum sites as presented. Coby Gardner made a motion to approve the practicum sites as presented. Chuck Weaver seconded the motion.

The motion passed and the committee approved the practicum sites as presented.

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

Katrina Gundling reviewed the following information with the committee. There were two things noted; 1. At a level one certificate, they were not requiring testing to enter but they did suggest a math test prior to admission. 2. That students requiring special testing accommodations are having a little trouble passing the national tests.

Pharmacy Technician Program Requirements

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. Students must take all three sections of the Accuplacer exam. If you have taken another placement exam, we can take that as well as long as it is a comprehensive exam covering reading, writing, and math. Please ask the program coordinator for details if you have questions. You will need to bring your scores from the testing center and turn them in with your New Student Packet. (There are no minimum scores required, the test is used for benchmarking only.)
3. Submit a Pharmacy Technician New Student Packet to the program. The 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.
4. Potential students must register with the Texas State Board of Pharmacy as a **pharmacy technician trainee** at www.tsbp.state.tx.us. There is a non-refundable online 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.
5. 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. *Some additional vaccinations may be required prior to practicum rotation.

6. 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.
7. The Pharmacy Technician Program Review Committee will rank students to determine placement into the program based upon completion of the pharmacy technician new student packet, completion of the technician trainee registration process, and interview.
8. 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.

For successful completion of the pharmacy technician program, a minimum of 70 is required for all the courses in the pharmacy technician curriculum.

Katrina stated this is the 2nd year without any testing requirements. The program is offering tutoring, test-taking strategies, and how to retain the knowledge learned.

❖ **Approve admission requirements and successful completion of program requirements**

Nicky Clay asked the committee for a motion to approve admission requirements and successful completion of program requirements as presented.

Jessica Scott made a motion to approve the admission requirements and successful completion of program requirements as presented.

Coby Gardner seconded the motion.

The motion passed and the committee approved the admission requirements and successful completion of the program requirements as presented.

❖ **Review program curriculum/courses/degree plans**

Nicky Clay asked the faculty member to please discuss the program's curriculum and degree plans for 2022-2023.

The Vernon College Technician Program submitted the program review survey that is submitted three years after accreditation. The ASHP/ACPE Pharmacy Technician Accreditation Committee has voted to extend accreditation of the pharmacy technician training program at Vernon College, Wichita Falls, Texas, for the remainder of its current six-year cycle (2024) or until the Pharmacy Technician Accreditation Commission recommends further action. The Commission arrived at its decision based on a thorough review of the progress report submitted by your institution. Continued accreditation is granted subject to the provisions outlined in the ASHP/ACPE Regulations on Accreditation of Pharmacy Technician Training Programs. The

ASHP and ACPE Board of Directors reviewed and accepted the Commission on Credentialing actions on June 5, 2021, and June 16, 2021.

Pharmacy Technician, Level 1 Certificate,

CIP 51.0805

Instructional Locations - Century City Center

DAY PROGRAM

Fall Start Date

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Major Requirements (30 SH)

Fall Block

PHRA 1301	Introduction to Pharmacy (A)	3
PHRA 1209	Pharmaceutical Mathematics I	2
PHRA 1305	Drug Classification	3
LEAD 1100	Workforce Development with Critical Thinking	1
PHRA 1313	Community Pharmacy Practice	3
PHRA 1349	Institutional Pharmacy Practice	3

Spring Block

PHRA 1441	Pharmacy Drug Therapy and Treatment	4
PHRA 1345	Compounding Sterile Preparations	3
PHRA 1243	Pharmacy Technician Certification Review	2
PHRA 2265	Practicum (or Field Experience) - Pharmacy Technician/Assistant	2

Total Credit Hours: 26

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

Course descriptions and learning outcomes are provided as a separate document.

Jessica asked if the workforce was helping pay for the program.

Katrina stated that yes there are many different ways that the workforce has helped multiple students through the program.

❖ Approve program revisions (if applicable)

Nicky Clay asked the committee for a motion to approve the program revisions as presented.

Jennifer Cable made a motion to approve the program revisions as presented.

Jessica Scott seconded the motion.

The motion passed the committee approved the program revisions as presented.

❖ **Approve 2021-2022 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices**

Nicky Clay asked the faculty member to review the following matrices with the committee.

Shana Drury reviewed the matrices listed below.

SCANS Matrix: The SCANS (Secretary's Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Pharmacy Technician									Credential: Certificate of Completion		
Award: Pharmacy Technician Certificate of Completion											
Cip: 51.0805											
LIST OF ALL COURSES REQUIRED AND IDENTIFIED											
COMPETENCIES											
SCANS COMPETENCIES									Course Number	Course Title	
1	2	3	4	5	6	7	8				
X	X		X	X	X	X	X	PHRA 1201	Introduction to Pharmacy		
X	X		X	X		X	X	PHRA 1305	Drug Classification		
X	X	X		X		X	X	PHRA 1209	Pharmaceutical Mathematics I		
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 1345	Compounding Sterile Preparations		
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		
X	X		X	X	X	X		LEAD 1100	Workforce Development with Critical Thinking		
									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		

General Education Matrix: The General Education Matrix is state-mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

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	X	PHRA 1201	Introduction to Pharmacy
X	X	X				PHRA 1305	Drug Classification
X		X				PHRA 1209	Pharmaceutical Mathematics I
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
X	X	X	X			PHRA 1345	Compounding Sterile Preparations and Aseptic Technique
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
X	X		X	X	X	LEAD 1100	Workforce Development with Critical Thinking
						6. Personal Responsibility	
						5. Social Responsibility	
						4. Teamwork	
						3. Empirical and Quantitative Skills	
						2. Communication Skills	
						1. Critical Thinking Skills	

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

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	PHRA 1201	Introduction to Pharmacy	
	X	X							PHRA 1305	Drug Classification	
	X	X	X	X					PHRA 1209	Pharmaceutical Mathematics I	
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	PHRA 1441	Pharmacy Drug Therapy and Treatment	
	X	X	X	X	X	X	X	X	PHRA 1345	Compounding Sterile Preparations and Aseptic Technique	
	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	
X									LEAD 1100	Workforce Development with Critical Thinking	
										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	

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Outcomes/General Education Outcomes:										Credential: Certificate of Completion	
Program: Pharmacy Technician											
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											

Nicky Clay opened the floor for discussion. Discussion ensued about critical thinking. Coby suggested role play, where this scenario happens, what would you as the student/ Pharmacy Technician do. Jessica agreed to go over different scenarios. Katrina stated that the program does go over different scenarios/situations, to get a certain reaction, and teach what that certain reaction should be. Coby stated maybe try not what the student should do, but more of what would you do in this situation and learn from there.

Nicky asked the committee for a motion to approve the matrices as presented. Jennifer Cable made a motion to approve the matrices as presented. Gary Schultz seconded the motion.

The motion passed and the committee approved the matrices as presented.

❖ **Comprehensive Local Needs Assessment (Discussion led by Shana Drury):**

-Labor Market Outlook

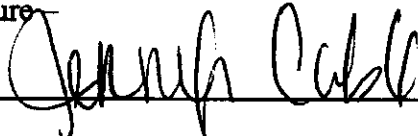
-Living Wage

Occupational Code	Occupation	Prevailing Hourly Wage	Prevailing Annual Wage
29-2052	Pharmacy Technicians	\$ 13.33	\$ 2 7,721.00

Shana Drury went through a list of questions regarding the CLNA and access to Vernon College for all participants, not just Pharmacy Technician students. Discussion ensued about access, marketing, and new occupations/training needs.

❖ **Adjourn**

Nicky Clay asked the committee if there were any other recommendations or discussion at this time. Hearing none the meeting was adjourned at 8:05am.

Recorder Signature  1/25/22	Next Meeting: Fall 2022
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