

How to Become a Pharmacy Technician

By Jenny Nguyen, Tiffany
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What is a Pharmacy Technician?

Someone who performs pharmacy related functions under the direct supervision of a licensed pharmacist.



Why Should You Get a License?

- ◊ Allows you to be more competitive in applying for a pharmacy related job and is a requirement for many pharmacy technician jobs
- ◊ Allows you to directly work with and actively learn more about drugs
- ◊ Shows that you are committed to the pharmacy profession

How Can You Become a Pharmacy Technician?



1. Complete a PTCB-Recognized Education/Training Program or equivalent work experience (min. 500 hours)
2. Pass the Pharmacy Technician Certification Exam (PTCE)
3. Apply for board licensure
4. Start looking for a job!





Who Can Apply for PTCB CPhT certification?

Anyone who...

- 
- Completes a [PTCB-Recognized Education/Training Program](#) or equivalent work experience
 - Can disclose all criminal and State Board of Pharmacy registration/licensure actions
 - Complies with all applicable PTCB Certification Policies
 - Passes the PTCE!
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Where Can You Complete PTCB-Recognized Education / Training Program or Equivalent Work Experience?

Step 1: Complete a PTCB-Recognized Education / Training Program OR equivalent work experience (min. 500 hours)

- [PTCB-Recognized Education / Training Program Directory](#)

- Can enroll in a program at nearby colleges or take online courses

- Cheap Online Programs

- [RxTechExam.com](#) (access for 5 months, \$200-\$249)

- [PharmacyTechScholar.com](#) (180 day access, \$249)

-  Can find a pharmacy who is willing to train you to be a pharmacy technician

When and Where Can You Take the PTCE?

Step 2: Pass the Pharmacy Technician Certification Exam (PTCE)

1. Limited locations at a Pearson VUE Professional Center

Closest Testing Centers to UCI:

- Tustin, about 6 miles
- Santa Ana, about 10 miles

2. Online proctored exam

Through Pearson Website:

- Take anytime at home



Logistics

- 90 multiple choice questions
- 10 out of 90 questions don't count (pilot questions)
- 1 hour and 50 minutes to answer
- 5 minute tutorial and 5 minute survey after the exam
- No penalty for wrong answers

Total: 120 minutes (2 hours)



EXAM BREAKDOWN

Knowledge Domains and Areas	% of PTCE® Exam Content
Medications	40
Federal Requirements	12.5
Patient Safety and Quality Assurance	26.25
Order Entry and Processing	21.25

TIPS FOR THE EXAM

Important Topics

- Laws and regulation
- SIG codes
- Pharmacy calculations
- Classification of medications

- Get a good night of sleep!
- Use common sense if you don't know the answer!
- Read the questions carefully
- Use the scratch board to do calculations
- Answer everything!
- Flag the questions you want to go back to
- Practice every section until you get at least 90% before moving on



Study Resources

Books

- \$40: Mosby's Review for the Pharmacy Technician Certification Examination
- \$30: Ascencia's PTCB Exam Study Guide

Websites

- <http://www.pharmacy-tech-study.com/>
- <http://www.pharmacy-tech-test.com>
- <http://www.denalirx.com>

Videos

- [Top 200 Drugs Playlist](#)

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What Score do you Need to Pass?

Passing score: 1400

○ The range of possible scores is 1000 - 1600.



So You've Passed! Now What?

Step 3: Apply for Licensure

- Passing the PTCE does NOT mean you are a licensed pharmacy technician
- You must complete the form found on the Board of Pharmacy website

Pharmacy Technician Application

California State Board of Pharmacy Business, Consumer Services and Housing Agency
2720 Gateway Oaks Drive, Suite 100 Department of Consumer Affairs
Sacramento, CA 95833 Gavin Newsom, Governor
Phone: (916) 518-2100 Fax: (916) 574-8618 www.pharmacy.ca.gov

PHARMACY TECHNICIAN APPLICATION INSTRUCTIONS

HOW LONG WILL IT TAKE TO PROCESS MY APPLICATION?

- Allow the board 45 days to process your application.
- The board will notify you by mail if your application is not complete.
- Please do not contact the board to check on your application unless it has been on file for over 60 days.
- If your check has cleared your bank, the board has received your application.
- To check if your license was issued, go to www.pharmacy.ca.gov. Select "Verify a License" and enter your name. It takes four to six weeks from the date a license is issued to receive the physical license in the mail.

WHAT MAKES AN APPLICATION COMPLETE?

Please review 1-8 below to be sure your application is complete before mailing it to the board.

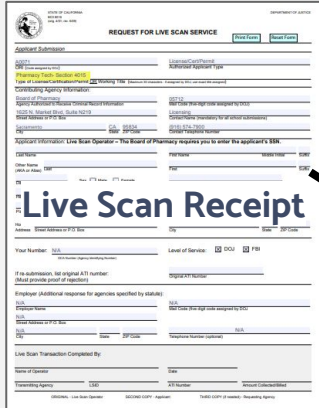
- If your application is not complete, you will receive a "Deficiency Letter" in the mail.
- You will then have 60 days to submit the required item(s).
- If you do not submit the required item(s) within 60 days, you may have to file a new application with new fees and meet any new requirements.

1. APPLICATION FEE IS \$195:
When you send your application, include a check or money order made payable to the California State Board of Pharmacy. The application fee is non-refundable.

2. APPLICATION FOR A PHARMACY TECHNICIAN LICENSE (form 17A.5 (rev. 10/15)): Complete the entire application.

AVOID COMMON MISTAKES

- The name on each form must be **EXACTLY THE SAME** as the name on your state driver's license or state-issued identification card. Four name must be the same on each of the following documents:
 - ✓ Pharmacy Technician Application,
 - ✓ Request for Live Scan form or fingerprint cards, and
 - ✓ Self-Query report.
- Have you ever used a different name? List each prior name on the application under Previous Names.
 - ✓ Did you have a maiden name, married name, former name, AKA?
 - ✓ Have you ever used Jr., Sr., II, etc. with your name?
 - ✓ If you do not list all of your previous names, the board may not locate, match or verify your documents.
- Do not leave anything blank; use "N/A" if a question doesn't apply to you.
- Do not let your school fill out Pages 1, 2 and 3 of your application.
- You must sign and date the application. No one else can sign it for you. Signatures must be original and dated within 60 days of filing the application. No electronic signatures will be accepted.



Mail To:
2720 Gateway Oaks
Drive, Suite 100
Sacramento, CA 95833

Application Fee: \$195 (Check or money order)

Self-Query Report (unopened): \$4

Live Scan: \$10-\$40 + \$51

2x2 Passport Style Photo: \$5 - \$15

High School Transcript (unopened): \$5

PTCE Registration: \$129

Total: \$399 - \$439

NOTE: Make sure to purchase mail that includes tracking!



So You've Got Your License... Now What?

Step 4: Apply for a Pharmacy Technician Job

- Become a PPS Paid Member to receive our opportunity emails
- Ask your peers with pharmacy technicians jobs to see if their place is hiring and if it is a good place to work
- Search for retail/independent pharmacies near you and call them to ask if they are hiring
 - Apply online (if applicable)



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Renewal of Pharmacy Technician License

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- First time licensing will NOT last 2 years
 - Lasts one year from the month you receive it to your next birthday
 - Best time get licensed is right after your birthday
 - Renewal Fee of \$140
 - o - Must complete 20 hours of Continuing Education (CE)
 - 1 hour required in the subject of pharmacy law
 - 1 hour required in the subject of patient safety
 - Licensees will receive a renewal in the mail ~90 days prior to the expiration date
 - Don't attempt to renew your license more than 60 days prior to the expiration date
 - [Online Renewal Application](#)
- o



TESTIMONIALS





What do you recommend while applying?



SAMPLE PTCE QUESTIONS

SIG CODES

po = ?

cap(s) = ?

ien = ?

gtt(s) = ?

ou = ?

pc = ?

od = ?

bid = ?

as = ?

pa = ?



SIG CODES

po = by mouth

cap(s) = capsule(s)

ien = in each nostril

gtt(s) = drop(s)

ou = both eyes

pc = after meals

od = right eye

bid = twice daily

as = left ear

pa = pain



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Which of the following medication classes is considered high-alert?

- a) Antibiotics
 - b) Anticoagulants
 - c) Antidepressants
 - d) Vaccines
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Which of the following pairs of medications belong to the same class?

- a) Lipitor and Simvastatin
 - b) Omeprazole and Metronidazole
 - c) Tylenol and Ibuprofen
 - d) Celebrex and Celexa
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The pharmacy technician notices that a dosage may be typed wrong in the system. The reading says 0.1g but it should probably be 0.01g as 0.1 may be too large of a dose. What should the technician do in this case?

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- a) Call and ask the physician if it is the correct dose.
 - b) Ask the patient.
 - c) Alert the pharmacist to verify.
 - d) Go ahead and change the dosage.
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If you are filling a prescription for a child covered on his mother's prescription insurance, which relationship holder code would you use when submitting the claim to the insurance for reimbursement?



- a) 02
- b) 00
- c) 03
- d) 01



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- b) 00
- c) 03**
- d) 01





THANKS!!

Do you have any questions?

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