Dear Prospective Pharmacy Technician Specialist Student:

We are pleased you are interested in the Pharmacy Technician Program at Mid Michigan Community College. This packet is designed to provide you with information about the program, admission process, and curriculum requirements for the Pharmacy Technician Specialist Program.

I look forward to meeting you to further explain the field of pharmacy technicians and other recommendations for your success in obtaining your goal of becoming a Pharmacy Technician Specialist.

Good luck on your studies.

Sincerely,

Ashley Couturier, CPhT
Pharmacy Technician Program Director
APPLYING
Each step needs to be completed in order:

1. Admissions Application to MMCC submitted. [www.midmich.edu/admissions/applying]

2. Placement testing—Schedule an appointment with the Library Learning Services (LLS) by emailing [llstestproctors@midmich.edu](mailto:llstestproctors@midmich.edu). If preferred, call to schedule placement testing at (989) 386-6677 for Harrison or (989) 773-6622 ext. 287 for Mt. Pleasant.

3. Advising—All incoming students must meet with an MMCC advisor for degree planning and course selection. Advising is available by appointment during regular business hours. Transfer students are also encouraged to meet with an advisor. Please call for an appointment with an advisor: 989-386-6626

4. Register for prerequisite classes (see Prerequisite Requirements section)

5. Criminal Background Check completed. The information for the criminal background check is available on the Pharmacy Technician website at: [www.midmich.edu/pharmacy](http://www.midmich.edu/pharmacy) OR at the Harrison Health Sciences Office, E233.

6. Pharmacy Technician Specialist Application submitted online (see Applications section)

PREREQUISITE REQUIREMENTS
All Pharmacy Technician Specialist-Certificate of Achievement Candidates:

- The prerequisite requirements are listed on the PHT-Certificate of Achievement Program Guide and include: ALH 100, BIO 120, and MAT 104.
- All prerequisite courses must be passed with a minimum grade of “C” and may be repeated only once, including withdrawals. See Program Director for exemptions of repeated courses.
- BIO 120 must be taken within five years of beginning the PHT courses.
- It is the student’s responsibility to make sure all MMCC credits, transfer credits, and test outs are all in order by the application deadline. This can be done by making an appointment with an advisor.

OTHER REQUIRED COURSES
- All other program requirements must be passed with a minimum grade of “C” and may be repeated only once, including withdrawals. See Pharmacy Technician Program Director for exemptions of repeated courses.
- The other program requirements may be taken before or while PHT courses are in progress. These courses are listed on the PHT Program Guide and include: CIS 100, ENG 111, SPE 101 or SPE 257.

WAITLIST/ADMISSIONS
- Once the prerequisite courses have been completed or the student is enrolled in their last prerequisite course(s) during the winter semester; the student may submit a Pharmacy Technician Specialist-Certificate of Achievement application. After the application has been received, applicants are placed on the Pharmacy Technician Specialist-Certificate of Achievement waitlist. The waitlist is ranked based on completion of prerequisites, first, and then the date the Pharmacy Technician Specialist-Certificate of Achievement application was received.
- Admission to the Pharmacy Technician Specialist Program is limited to 20 students.
- The program begins each Fall (August) at the MMCC Mt. Pleasant Campus.
- Acceptance notification will take place in mid-July.
- Students that qualify, but are not accepted, will remain on the waitlist for the following Fall admissions or if any vacancies arise prior to the semester beginning in August.
APPLICATIONS

- Online applications are available at: www.midmich.edu/pharmacy
- Applicants must upload a copy/photo of their driver’s license with their application.
- Applications are due July 1st annually. If July 1st falls on a weekend, the deadline will be extended to the next business day.
- Please remember to keep the Pharmacy Technician Director updated on any changes to your contact information (address, phone, E-mail), by calling 989-773-6622 Ext. 109 or 989-773-6622 Ext. 133.

CRIMINAL BACKGROUND CHECK

- The enactment of the revised Public Health Code effective April 1, 2006, now requires that all health care providers have a criminal background check (CBC) with fingerprinting that includes an FBI check. Based on this legislation, a student’s final acceptance into the Pharmacy Technician program may be affected by the results of this background check.
- This will be at the student’s expense and will cost approximately $60.
- A criminal background check is REQUIRED BEFORE the application deadline (July 1) when submitting an application to the Pharmacy Technician Specialist Program.
- Students that submit an application, but fail to complete the criminal background check by the deadline, will not be accepted.
- Information for the criminal background check is available on the Pharmacy Technician website at: www.midmich.edu/pharmacy OR at the Harrison Health Sciences Office, E233.

DRUG SCREENING

- Mandatory drug screening will be in effect for all Health Sciences programs’ students. This is at the student’s expense and not covered by MMCC.
- Students will receive a packet of information and instructions to complete a drug screening prior to beginning clinical in the Spring.
CERTIFICATE OF ACHIEVEMENT:  
PHARMACY TECHNICIAN SPECIALIST  

You, as a student, are responsible for meeting requirements for your curriculum. Your advisor is available for consultation. At least 6 of these credit hours must be taken at MMCC.

A minimum of 41 credits is required to complete this program.

The Pharmacy Technician Program is a one-year Certificate of Achievement program emphasizing community and institutional pharmacy practice where technicians work under the supervision of a registered pharmacist. Role play, communication, teamwork, and conflict management are emphasized. The comprehensive training program has laboratory course instruction which emphasizes hand-on skill development. The program includes 320 hours of an institutional and community pharmacy practicum. The coursework prepares the individual for the national certification examination.

PHT courses must be taken in sequence.

<table>
<thead>
<tr>
<th>Credit hours</th>
<th>Course Title</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRE-REQUISITES TO THE PROGRAM</strong> 8 credit hours</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AL 100</td>
<td>2 2 Medical Terminology</td>
<td></td>
</tr>
<tr>
<td>BIO 120</td>
<td>3 3 Introduction to Human Disease</td>
<td>ALH 100 recommended</td>
</tr>
<tr>
<td>MAT 104</td>
<td>3 3 Intermediate Algebra</td>
<td>Minimum grade of &quot;C&quot; in MAT 104 or equivalent</td>
</tr>
</tbody>
</table>

| OTHER REQUIRED COURSES 9 credit hours |                                                    |
| CIS 100      | 3 3 Introduction to Information Systems           | Touch keyboarding skills recommended               |
| ENG 111      | 3 3 Freshman English Composition                  | Placement into ENG 111 or ENG 110 with a minimum grade of "C" |
| SPE 101      | 3 3 Fundamentals of Communication                 |                                                    |
| OR SPE 257   | 3 3 Public Speaking                               |                                                    |

| SEMESTER I 9 credit hours |                                                    |
| PHT 104          | 4 5 Orientation to Pharmacy & Community Pharmacy Practice | Corequisites: PHT 105, PHT 106 |
| PHT 105          | 2 2 Pharmacy Law                                  | Corequisites: PHT 104, PHT 106                      |
| PHT 106          | 3 3 Pharmaceutical Calculations                   | Corequisites: PHT 104, PHT 105                      |

| SEMESTER II 8 credit hours |                                                    |
| PHT 113          | 4 5 Orientation to Institutional Pharmacy Practice | PHT 104, PHT 105, PHT 106. Corequisite: PHT 114 |
| PHT 114          | 4 4.5 Pharmacology for Pharmacy Technicians       | PHT 104, PHT 105, PHT 106. Corequisite: PHT 113    |

| SEMESTER III 7 credit hours |                                                    |
| PHT 115          | 7 15 Pharmacy Technician Clinical                 | PHT 113, PHT 114, SPE 101 OR SPE 257             |

NOTES:  
* All courses in a semester must be passed with a minimum grade of "C" to progress to the next semester.  
* Students must maintain a minimum GPA of 2.0.  
* PHT courses may be repeated only once.  
* Limited Enrollment Program. Student must be admitted to PHT program prior to registering for PHT classes.

For Gainful Employment information see reverse (print version) or page two (electronic version)
## Gainful Employment Information

### PROGRAM COSTS

How much will this program cost me?

Tuition and Fees (in-district rates)
- $3,181.00

Books and Supplies
- $752.90

On-campus room and board
- not offered

### PROGRAM FINANCING

What are my financing options to pay for the program?

*Financing for this program may be available through grants, scholarships, loans (federal and private) and institutional financing plans. The median amount of debt for program graduates is shown below:*

Federal Loans
- Less than 10 graduates received loans. Median amounts are withheld to preserve the confidentiality of the loan recipients.

Private Educational Loans
- Less than 10 graduates received loans. Median amounts are withheld to preserve the confidentiality of the loan recipients.

Institutional Financing Loans
- Less than 10 graduates received loans. Median amounts are withheld to preserve the confidentiality of the loan recipients.

### PROGRAM SUCCESS

How long will it take me to complete this program?

*The program is designed to take 45 weeks to complete.*

*Of those that completed the program in 2012-2013, 0% finished in 45 weeks.*

What are the chances of getting a job when I graduate?

*This institution is not currently required to calculate a job placement rate for program completers.*

### ADDITIONAL LINKS AND INFORMATION

Occupation: Pharmacy Technician

SOC code: 29-2052.00

Occupational Profile URL: [http://www.onetonline.org/link/summary/29-2052.00](http://www.onetonline.org/link/summary/29-2052.00)
Pharmacy Technicians

CAREER DESCRIPTION

Pharmacy technicians work alongside pharmacists in dispensaries—places where medications are given out. Pharmacists depend on the help of dedicated pharmacy techs to get their jobs done, especially on busy days. Without technicians, pharmacists wouldn’t have half as much time to perform their own duties.

Pharmacy technicians work in two main settings: hospitals and retail outlets. While both retail and hospital pharmacy techs are usually responsible for ordering, packaging, and storing drugs safely, their other tasks vary slightly depending on where they work.

Retail pharmacy technicians have a lot more contact with the public than those who work in hospital settings. These techs deal with customers directly. They receive written prescriptions and mix and fill them according to the pharmacist’s directions. They also act as cashiers when it’s time for the customers to pay their bills.

Hospital pharmacy techs, on the other hand, don’t see the patients directly. Instead, they are sent copies of medication orders. These orders are written by doctors on patient charts, copies of which are sent to the pharmacy on a daily basis from all the nursing stations. After the pharmacist reviews each order for errors or potential problems, the technician’s work begins.

First, the tech writes down relevant information about the patient and the prescribed medications in the patient’s profile and updates it on a computer database. The tech then prepares drug doses to be handed out or administered by nursing staff.

Some medications are pre-packaged, so the technician only has to select the right package. In other situations, the tech needs to measure or count the prescribed amount from bulk containers. Technicians also prepare medication to be given through IVs and syringes.

Hospital techs may deliver drugs and pharmaceutical supplies to nursing stations. In addition, they may help process health insurance forms and field telephone questions or requests from other hospital staff.

Contact the Admissions Office at 989.386.6661 or email admissions@midmich.edu.

Visit these websites for more information: midmich.edu/admissions    midmich.edu/getmore

MMCC’s
PROGRAM HIGHLIGHTS

• Program takes one year to complete
• All training & learning provided by pharmacy professionals
• Clinical training in community and institutional pharmacy
• Courses involve theory and hands on learning
• Program is accredited by the American Society of Health Systems Pharmacists (ASHP)

MICHIGAN WAGES

Earnings for full-time pharmacy technicians vary depending on their level of education, certification, experience, and employer.

For example, those employed by hospital pharmacies tend to earn more than those who employed by retail pharmacies.

Earnings for pharmacy technicians range from $19,000 to $40,000 a year, with a median annual income of about $28,000. Hourly wages range from $9 to $19, with a median of about $13 an hour. In some areas, senior pharmacy technicians working in large hospitals may earn over $40,000 a year.

MICHIGAN JOBS OUTLOOK

Pharmacy Technicians

<table>
<thead>
<tr>
<th>Employment</th>
<th>Change</th>
<th>Number</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10,700</td>
<td>13,260</td>
<td>2,560</td>
<td>24.0</td>
</tr>
</tbody>
</table>

Annual Average Openings

<table>
<thead>
<tr>
<th>Total</th>
<th>Growth</th>
<th>Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td>527</td>
<td>257</td>
<td>270</td>
</tr>
</tbody>
</table>

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Visit these websites for more information: midmich.edu/admissions    midmich.edu/getmore

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