

Institutional Pharmacy Practice Lab (PHRA 1349L 1A1)

CREDIT

4 semester credit hours (2 hours lecture, 2 hours lab)

MODE OF INSTRUCTION

Online

PREREQUISITE/CO-REQUISITE:

Complete the TSI Assessment Tests with 343/Mathematics, 347/Reading, and 357/4/Writing

COURSE DESCRIPTION

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.

COURSE OBJECTIVES

Upon completion of this course, the student will be able to:

- 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 medication orders, and preparing medications in an institutional setting.
- Explain patient safety as it relates to the national patient safety goals.

INSTRUCTOR CONTACT INFORMATION

Instructor: **S.J. Lewis, BGS, RPhT, CPhT**

Email: sjlewis@lit.edu

Office Phone: **409-257-0060**

Office Location: **Gateway**

Office Hours: **Wednesdays 10 am -2 pm**
Fridays 10 am – 12 pm or by appointment

ATTENDANCE POLICY

Student “attendance” in online courses will be defined as active participation in the course as described in the individual course syllabus. Online courses will, at a minimum have weekly mechanisms for student participation, which can be documented by any or all of the following methods: student tracking records in Blackboard; submission/completion of assignments; and communication with the instructor. Students who fail to maintain active participation in an online

Approved: **SJL 01/11/2023**



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course as defined in the course syllabus will be processed in accordance with the College's current attendance policy.

Drop Policy

If you wish to drop a course, the student is responsible for initiating and dropping the course. If you stop logging-in to the course and do not complete the course drop process, then you will earn an "F" grade for the course.

COURSE CALENDAR

Week	Assignment Name and Readings	Due Date	Assignment Location
1	Syllabus, Addendum	Monday, 01/23/2023	Gateway
2	Activity 7-1: Role Play – Health System Pharmacy Scenarios	Monday, 01/30/2023	Gateway
3	Activity 11-3: Case Study – IV Education and Skills Lab 11-4: Withdrawing Medication from a Vial or Glass Ampule	Monday, 02/06/2023	Gateway
4	Activity 11-2: Case Study– IV Pump Machine and Shortcuts Activity 11-1: Case Study– USP 797 and Training Personnel	Monday, 02/13/2023	Gateway
5	Activity 4-2: Case Study – Medication Errors and Liability Lab 4-2: Interpreting a Drug Monograph	Monday, 02/20/2023	Gateway
6	Lab 7-2: Filing a Medication Order	Monday, 02/27/2023	Gateway
7	Activity 8-1: Case Study – Bar-Coding	Monday, 03/06/2023	Gateway

8	Spring Break	Monday, 03/13-17/2023	Gateway
9	Activity 8-5: Exploring Technology in the Institutional Pharmacy	Monday, 03/20/2023	Gateway
10	Activity 8-6: Identifying the Parts of a Computer	Monday, 03/27/2023	Gateway
11	Case Study 2-1: Who is Responsible?	Monday, 04/03/2023	Gateway
12	Lab 2-1: Becoming a Certified Pharmacy Technician	Monday, 04/10/2023	Gateway
13	Lab 12-1: Pharmacy Technician on the Job	Monday, 04/17/2023	Gateway
14	Interview Prep	Monday, 04/24/2023	Gateway
16	Review for Final Exam	Monday, 05/01/2023	Gateway
17	COMPREHENSIVE FINAL EXAM	Monday, 05/08/2023	Gateway

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

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|-----------------------------|-----|
| 1. 3 Unit Tests | 35% |
| 2. Comprehensive Final Exam | 25% |
| 3. Homework/Discussions | 30% |
| 4. Labs | 10% |

GRADE SCALE

- 90-100 A
- 80-89 B
- 70-79 C
- 60-69 D
- 0-59 F

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

STUDENT CODE OF CONDUCT STATEMENT

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

STARFISH

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/INFORMATION

- **Students must provide their own textbooks, writing instruments, and other necessary supplies for classes.**
- **Students must respect one another and all faculty.**
- **Internet Usage – Students are expected to use proper net etiquette while participating in course emails, assignment submissions, and online discussions.**

- No cheating of any kind will be tolerated. Students caught cheating or helping someone to cheat can and will be removed from the class for the semester. Cheating can result in expulsion from LIT.
- All exams will be taken on the scheduled dates. If a test is missed due to an emergency situation, the student will have one week to make it up; otherwise a grade of “0” will be assigned. The instructor MUST be contacted to receive prior approval to take the exam late.
- All assignments are due when stated with no exceptions unless proper documentation is provided.
- Students are expected to follow the Lamar Institute of Technology Code of Conduct and Disciplinary Policy.
- The instructor will respond to e-mail and voice mail communication within 24 hours Monday through Friday. Assignment grades will be published within 1 week.