SOUTHWEST TECH
SOUTHWEST TECHNICAL COLLEGE

TEPT 1110 - Institutional Pharmacy Practice (3 Credits)

Course Description

This course teaches the skills necessary for working in institutional pharmacy settings. Students will utilize hands-on skill simulations of institutional pharmacy responsibilities including sterile compounding and aseptic technique, hazardous drug management, unit dosing and dispensing, patient safety, and communication with hospital staff.

Course Objectives

- Practice and adhere to effective infection control procedures.
- Prepare compounded sterile preparations per applicable, current United States Pharmacopeia chapters.
- Demonstrate knowledge of anatomy, physiology and pharmacology, and terminology relevant to the pharmacy technician's role.
- Perform essential duties and functions of a pharmacy technician in an institutional setting.
- Describe the different methods of drug delivery and administration within institutional settings.
- Practice patient safety and communication with hospital staff.

Course Outline

- Institutional Pharmacy Practice
- Institutional Pharmacy Pharmacology
- Institutional Pharmacy Labs

Assignments and Assessments

WEEKLY CHECK IN LINK
eTextbook: Advanced Pharmacy Practice
Flashcards: General Pharmacy Terminology
Flashcards: Pharmacy Abbreviations
Flashcards: Drug Names and Classifications
Flashcards: Look-Alike and Sound-Alike Drugs
Flashcards: Pharmacy Law
Flashcards: Indications
Flashcards: Vitamins and Minerals
Flashcards: Disease Processes
Flashcards: Pharmacy Calculations
Appendix B: Top Drugs by Prescri ptions Dispensed (2012)
Appendix C: Common Look-alike and Sound-alike Drugs
Appendix D: Classifications of Drug Schedules in the United States and Canada
Appendix E: Drug Dosage Calculations
Appendix F: Immunizations
Appendix G: Specific Antidotes
Appendix H: Reporting of Medical Errors
Appendix I: Drug/Food Interactions
Appendix J: Drugs That Should Not Be Crushed
Appendix K: Drug Identification Guide
Sterile Compounding & Institutional! Skills List
IVRoomSOPs
Stay on Track - Course Timeline
Daily Prescriptions forTEPT 1110
Chapter 11: Hospital Pharmacy
CH 11 - Hospital Pharmacy PPTX
Chapter 11 Practice Exam
Activity #1
Chapter 11 Final Exam- Requires Respondus LockDown Browser
Chapter 15: Aseptic Technique and Sterile Compounding
Ch 15 - Aseptic Technique & Steri le Compunding.pptx
Chapter 15 Practice Exam
IV Compounding Demo
Garbing According to USP Chapter <797> Standards - Lab 39
Aseptic Hand Washing - Lab 40
Hood Cleaning- Lab 41
Chapter 15 Final Exam- Requires Respondus LockDown Browser
Chapter 19: Drug Actions and Interactions
CH 19 - Drug Actions and Interactions PPTX
Chapter 19 Learning Lab 1: Drug Forms and Pharmacokinetics (ONLYTRYTWICE)
Chapter 19 Practice Exam
Activity#2
Chapter 19 Final Exam- Requires Respondus LockDown Browser
Complete Module 1-TEPT 1110
PASS OFF - NonSterile Compounding Skills
How to Pronounce t he Drugs - Youliube
Chapter 27: Therapeutic Drugs for the Digestive System

CH 27 - Drugs for Digestive System.pptx
Drugs 12 - Digestive System
Chapter 27 Learning Lab 1: Gastrointestinal Drugs (ONLY TRY TWICE)
Chapter 27 Practice Exam
Drugs 12 QUIZ - Digestive System- Requires Respondus LockDown Browser
Chapter 27 Final Exam- Requires Respondus LockDown Browser
Chapter 28: Therapeutic Drugs for the Reproductive System
CH 28 - Drugs for Reproductive System.pptx
Drugs 13 - Reproductive System
Chapter 28 Practice Exam
Drugs 13 QUIZ - Reproductive System- Requires Respondus LockDown Browser
Chapter 28 Final Exam- Requires Respondus LockDown Browser
Chapter 29: Therapeutic Drugs for the Eyes, Ears, and Nose
CH 29 - Drugs for Eye, Ears, and INose.pptx
Drugs 14 - Eyes, Ears, & Nose
Chapter 29 Practice Exam
Activity #3
Drugs 14 QUIZ - Eyes, Ears, & Nose- Requires Respondus LockDown Browser
Chapter 29 Final Exam- Requires Respondus LockDown Browser
Chapter 30: Therapeutic Drugs for the Integumentary System
CH 30 - Drugs for Integumentary System.pptx
Drugs 15 - Integumentary System
Chapter 30 Learning Lab 1: Skin Medications
Chapter 30 Practice Exam
Drugs 15 QUIZ - Integumentary System- Requires Respondus LockDown Browser
Chapter 30 Final Exam- Requires Respondus LockDown Browser
Complete Module - 2 TEPT 1110
Purple Book Labs
Filling a 24-Hour Medication Cart - Lab:21
Charging and Refilling a Crash Cart - Lab 25
Medication Therapy Management - Lab 29
Medication Reconciliation - Lab 31
STECH Created Labs
Parata Max & Professionalism at Township
CabRx - 1.1 Inventory Report
CabRx - 1.1 Questions (OPEN BOOK)
CabRx - 1.3 CII Report
CabRx - 1.3 Questions (OPEN BOOK)
CabRx - 1.6 Empty Pockets Report
CabRx - 1.6 Questions (OPEN BOOK)
CabRx - 1.8 Discrepancies Report & Out Dates
CabRx - 1.8 Questions (OPEN BOOK)
CabRx - 1.9 Assign and Load
LAB: Lollipops

LAB: Cream

LAB: Capsules

LAB: Unit Dose Packager

LAB: Preparing Syringes Using a Repeater Pump

End of Course Conversation

Complete Module 3-TEPT 1110

End of Course Survey

Subject to change. Please consult your Canvas course for the most current instructions and updates.

Classroom Hours

Mo, Tu, W, Th, Fr
8:00 AM - 11:00 AM
12:00 PM - 3:00 PM

For a full list of course hours visit: [Course Schedule](#)

Instructor Contact Information

Eliza DeMille — edemille@stech.edu — Remind Class Code: @g293h8f -- Office Phone: (435) 865-3919
Heidi Van Dine-Choate — hchoate@stech.edu — Remind Class Code: @g293h8f -- Office Phone: (435) 865-3922

Office Hours: By appointment

Email is the preferred method of communication; you will receive a response within 24 hours during regular business hours.

Canvas Information

Canvas is the where course content, grades, and communication will reside for this course.

- stech.instructure.com
- For Canvas passwords or any other computer-related technical support contact Student Services.
- For regular Hours and Weekdays call (435) 586 - 2899.
- For after Hours & Weekends call (435) 865 - 3929 (Leave a message if no response).

Course Policies

Please refer to the Pharmacy Technician Program handbook for more in-depth information about program requirements and expectations. Highschool Specific Information: This is a college-level course; the students are expected to go through a lot of material each quarter. If the student stays on track this year, they should complete at least 330 hrs of didactic/simulation and earn 11 college credits. Each student is welcome to (and encouraged to) complete more hours if they wish. If the student completes the entire program, it will count as 17 college credits. Pharmacy Technician students must wear scrubs to class every day. Each student will become CPR-certified and complete a Wellness Promotion & Disease Prevention project this year. Unless a high school student wants to go to an externship, they do not need to get a trainee license, a background check, a drug test, or any vaccines. **High school Class Schedule:** 1st & 2nd Period Cedar 8:00 am - 10:29 am (M-Th) and 8:00 am - 9:55 am (F) Canyon View 8:05 am - 10:10 am (M-Th) and 8:05 am - 9:18 am (F) 3rd & 4th Period or 4th & 5th Period Cedar 12 pm - 2 pm (M-Th) and 10 am - 12:05 pm (F) Canyon View 12:30 pm - 2:32 pm (M-Th) and 10:32 am - 11:45 am (F) **Course Requirements:** Students must have a minimum of 80% on each module to pass that module. All assignments must be submitted during your scheduled in-class time. All tests will be taken during your scheduled in-class time, either in the classroom or at the Testing Center. The student is required to keep their attendance above 80%. Please come to class well-groomed, appropriately dressed (pharmacy workplace appropriate), and ready to learn! Students are expected to be patients, pharmacists, managers, etc for each other during simulations and labs. Students must sign up for one lab at a time so that all students can progress during lab-based modules. All students must become CPR certified, complete the Wellbeing Promotion and Disease Prevention Project, obtain a Pharmacy Tech Trainee License, and complete/upload all required items on Verified Credentials before the end of TEPT 1100. Please refer to the Pharmacy Technician Program Handbook for more specific information. **Adult Grading:** Each assignment is awarded points according to how well the submission follows the directions. Written submissions will be graded on but not limited to spelling, grammar, and punctuation. Students must have a minimum of 80% on each module to pass off the module. All modules must be passed off before students move on to the next class. All tests, assignments, quizzes, and labs can be resubmitted if the total module score is below 80%. At the end of each module, students are asked to submit a "Student Acknowledgement Statement" showing completion of all module requirements. End of Course grades are based off the average module grades on Canvas and the number of enrollments in said course. End of Course Grading Scale: (95-100%) A, (90-94%) A-, (85 - 89%) B+, (80 - 84%) B, (>79%) F, (withdrawal/incomplete) W or I. **Attendance:** When a student signs up for this class, the student commits to a schedule that is expected to be followed. The student required to keep their attendance at an 80% minimum. If the student is below 80% at the weekly check, we will put the student on a Student Improvement Plan (SIP). An example of SIP can be found in the Pharmacy Technician Program Handbook. The student will need to come in and make up the hours they have missed. Each student may take a 10-minute break for every 60 minutes scheduled. Please email your instructor immediately if the student needs help with their schedule. **Behavior & Attire:** If your attire or behavior is not work or school-place-appropriate, you will be asked to change your behavior and/or attire. The student will get three warnings: one verbal warning, one written warning, and the last warning, which will be a meeting with Tim Hatch, Heidi Choate, and Eliza DeMille. Failure to improve behavior and/or attire may result in program dismissal. Please refer to the Pharmacy Technician Program Handbook for expected behavior and attire. Cell Phone / Electronics: Be courteous to your classmates and keep cell phone use to a minimum. If your phone/iPad/tablet is out for non-coursework-related activities, you will be asked to put it away. Listening to music with headphones is acceptable, but if you are listening to music while using your phone/iPad/tablet for non-coursework- related activities, you will be asked to put them away. If you have to make or take a phone call, please go out into the hall. No cellphones in the lab.

High School Power School Grades: Quarter student grades will be determined by student progress percentage. Faculty will use the higher percentage of either 1) quarter progress, or 2) cumulative progress for the current training plan year. The progress percentage will be used with the grading scale to determine the minimum grade. High School Grade Scale: The following grading scale will be used to determine a letter grade from the progress percentage:

- A : 94 - 100%
- A- : 90 - 93%
- B+ : 87 - 89%

- B : 83 - 86%
- B- : 80 - 82%
- C+ : 77 - 79%

- C : 73 - 76%
- C- : 70 - 72%
- D+ : 67 - 69%

- D : 63 - 66%
- D- : 60 - 62%
- F : 0 - 59%

Additional Information

InformaCast Statement: Southwest Tech uses InformaCast to ensure the safety and well-being of our students. In times of emergency, such as weather closures and delays, this app allows us to promptly deliver notifications directly to your mobile devices. To stay informed and receive real-time updates, we encourage all students to sign up for notifications. Your safety is our priority, and staying connected ensures a swift response to any unforeseen circumstances. More information and directions for signing up are available at: https://stech.edu/emergency-notifications/

Internet Acceptable Use Policy: The student is expected to review and follow the Southwest Technical College Internet Safety Policy at: https://stech.edu/students/policies/

Student Code of Conduct Policy: The student is expected to review and follow the Southwest Technical College Student Code of Conduct Policy at: https://stech.edu/students/policies/

Accommodations: Students with medical, psychological, learning, or other disabilities desiring accommodations or services under ADA, must contact the Student Services Office. Student Services determines eligibility for and authorizes the provision of these accommodations and services. Students must voluntarily disclose that they have a disability, request an accommodation, and provide documentation of their disability. Students with disabilities may apply for accommodations, based on an eligible disability, through the Student Services office located at 757 W. 800 S., Cedar City, UT 84720, and by phone at (435) 586-2899. No diagnostic services are currently available through Southwest Technical College.

Safety and Building Maintenance: The College has developed and follows a variety of plans to ensure the safe and effective operation of its facilities and programs. The following plans are available online:
1) Facilities Operations and Maintenance Plan; 2) Technical Infrastructure Plan; and 3) Health and Safety Plan.

Withdrawals and Refunds: Please refer to the Southwest Technical College Refund Policy at: https://stech.edu/students/policies/

Any high school or adult student, who declares a technical training objective is eligible for admission at Southwest Technical College (Southwest Tech). Program-specific admissions requirements may exist and will be listed on the Southwest Tech website. A high school diploma or equivalent is not required for admission but is mandatory for students seeking Title IV Federal Financial Aid.

Non-Discriminatory Policy: Southwest Technical College affirms its commitment to promote the goals of fairness and equity in all aspects of the educational enterprise, and bases its policies on the idea of global human dignity.

Southwest Tech is committed to a policy of nondiscrimination. No otherwise qualified person may be excluded from participation in or be subjected to discrimination in any course, program or activity because of race, age, color, religion, sex, pregnancy, national origin or disability. Southwest Technical College does not discriminate on the basis of sex in the education programs or activities that it operates, as required by Title IX and 34 CFR part 106. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about Title IX and its regulations to STECH may be referred to the Title IX Coordinator, to the Department of Education, and/or to the Office for Civil rights.

If you believe you have experienced discrimination or harassment on our campus, please contact the Title IX Coordinator, Cory Estes: cestes@stech.edu, (435) 865-3938.

For special accommodations, please contact the ADA Coordinator, Cyndie Tracy: ctracy@stech.edu, (435) 865-3944.
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