

## TEPT 1010 - Introduction to Pharmacy (3 Credits)

### Course Description

This course serves as an introduction to the pharmacy technician profession, pharmacy technician roles, and the different types of pharmacies within the healthcare delivery system. Students are introduced to state and federal pharmacy practice laws, and the pharmacists' patient care process. Students learn the concepts of pharmacology, medications, and calculations needed to ensure patient safety.

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### Course Objectives

- Compare and contrast the pharmacy technician's role, pharmacist's role, and other occupations in the healthcare environment.
  - Describe and apply state and federal laws pertaining to pharmacy practice.
  - Recognize and apply the pharmacists' patient care process.
  - Relate the basic history of pharmacy to today's pharmacy practice.
  - Demonstrate the technicians' role in the medication use process.
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### Course Outline

- Pharmacy as a Profession
  - Introduction to Pharmacology
  - Introduction to Pharmacy Labs
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### Textbook & Reading Materials

Cengage Unlimited Subscription, Cengage  
SFI Prescription Drug Flashcards, Sigler, ISBN: 188057988X

## Assignments and Assessments

### WEEKLY CHECK IN LINK

Available Scholarships

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 Prescriptions 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

Orientation

Orientation Acknowledgement

Join Remind @ g293h8f

Stay on Track - Course Timeline

Student Requirements DUE at the End of TEPT 1100

Wellness Promotion & Disease Prevention Project (Big Options)

Wellness Promotion & Disease Prevention Project (Small Options)

Chapter 1: History of Pharmacy

CH 1 - The History of Pharmacy.pptx

Chapter 1 Practice Exam

Activity - Pharmacy Games

Chapter 1 Final Exam

Chapter 2: The Foundation of Pharmaceutical Care

CH 2 - Foundation of Pharmaceutical Care.pptx

Activity - Pharmacy Technician Requirements

Chapter 2 Practice Exam

Coaching Assignments Overview

Wellness Wheel & Goal Setting

Chapter 2 Final Exam

Chapter 3: Pharmacy Law, Ethics, and Regulatory Agencies

CH 3 - Pharmacy Law.pptx

Chapter 3 Learning Lab: Reporting Theft of a Controlled Substance

Chapter 3 Learning Lab: Destruction of a Controlled Substance (ONLYTRYTWICE)

Chapter 3 Practice Exam

Activity - Patient Privacy & HIPAA

Chapter 3 Final Exam

Chapter 4: Communication with Patients and Customers

CH 4 - Communication with Patients and CustomersUntitled presentation.pptx

Chapter 4 Practice Exam

Activity - Natural Drug Sources

Chapter 4 Final Exam

Chapter 5: Pharmaceutical Information and References

CH 5 - Sources of Drug Information.pptx

Chapter 5 Practice Exam

Virtual Pharmacy: Storage of Medication (ONLYTRYTWICE)

Chapter 5 Final Exam

Complete Module 1 - TEPT 1010

How to Pronounce the Drugs - YouTUBE

Chapter 6: Prescriptions and Processing

CH 6 - Prescriptions and Processing.pptx

Chapter 6 Learning Lab 1: Verification of a DEA Number (ONLYTRYTWICE)

Chapter 6 Practice Exam

Chapter 6 Learning Lab 2: Dispensing a Controlled Substance (ONLY TRY TWICE)

Activity - Prescription Label Design

Chapter 6 Final Exam

Chapter 20: Therapeutic Drugs for the Nervous System

CH 20 Drugs for the Nervous System.pptx

Drugs 1 - Nervous System pt1

Chapter 20 Practice Exam

Drugs 1 QUIZ - Nervous System pt1 - Requires Respondus LockDown Browser

Chapter 20 Final Exam

Chapter 21: Therapeutic Drugs for the Musculoskeletal System

CH 21 - Drugs for the Musculoskeletal System.pptx

Drugs 4 - Musculoskeletal System pt1

Chapter 21 Practice Exam

Drugs 4 QUIZ - Musculoskeletal System pt1 - Requires Respondus LockDown Browser

Chapter 21 Final Exam

CH 22 - Drugs for the Endocrine System.pptx

Chapter 22 Practice Exam

Drugs 6 - Endocrine System

Drugs 6 QUIZ - Endocrine System- Requires Respondus LockDown Browser

Chapter 22 Learning Lab 1: Endocrine System Drugs (ONLYTRYTWICE)

Chapter 22 Final Exam

Chapter 23: Therapeutic Drugs for the Cardiovascular System

CH 23 - Drugs for the Cardiovascular System .pptx

Drugs 7 - Cardiovascular System pt1

Chapter 23 Learning Lab 1: Cardiovascular Drugs (Only Try twice)

Chapter 23 Learning Lab 2: Cardiovascular Drugs (Only Try twice)

Chapter 23 Practice Exam

Drugs 7 QUIZ - Cardiovascular System pt1- Requires  
Respondus LockDown Browser  
Chapter 23 Final Exam  
Complete Module 2 - TEPT 1010  
Retail & Non Sterile Compounding Skills  
Lab User & Patient Agreement  
Chapter 8: Measurement Systems  
CH 8 - Measurement Systems.pptx  
Drugs 8 - Cardiovascular System pt2  
Chapter 8 Learning Lab: The Metric System and Drug Dose  
Calculations (ONLY TRY TWICE)  
Chapter 8 Practice Exam  
Activity - Medication Pictionary & Sig Code Review  
Drugs 8 QUIZ - Cardiovascular System pt2- Requires  
Respondus LockDown Browser  
Chapter 8 Final Exam  
Eyecon at Cedar Drug Video Quiz  
Senior Health Insurance Program Video Quiz  
STECH Made Labs  
LAB: Equipment Safety  
LAB: Counting Pills  
LAB: Bubble Pack  
LAB: Alphabetizing Medications  
Projecit - Medication Package Inserts (PEER REVIEW  
REQUIRED)  
Projecit - Off Label Use, Biosimilar s, or Investigational Drugs  
(PEER REVIEW REQUIRED)  
Projecit - Hazardous Drugs & Safety Data Sheets (PEER  
REVIEW)  
Projecit - Counseling: Over the Counter Drugs (PEER  
REVIEW)  
Labs from the Purple Lab Book  
Lab 1 I..neck Your understanding - open book quiz  
Lab 1 Make Connections - Open Book Quiz  
Using Reference Materials in Pharmacy Practice - Lab 1 -  
Poster  
Lab 2 - Open Book Quiz  
Lab 2 - Scenarios  
Practicing Professionalism in the Pharmacy - Lab 2  
Scheduling  
Customer Service and Point of Sale - Lab 3  
LAB 4: Pseudoephedrine Logbook - Quiz  
LAB 5: Validating DEA Numbers - Quiz  
Managing Pharmacy Inventory - Lab 6  
Reviewing Signa Codes and Creating Patient Instructions -  
Lab 8 - Open Book Quiz  
Completion Certificate & Exit Survey  
Goal Setting Experience Reflection Paper  
End of Course Conversation  
Complete Module 3 - TEPT 1010  
End of Course Survey

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*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](#)

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## 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.

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## Canvas Information

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

- [stech.instructure.com](http://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:

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|-----------------|-----------------|-----------------|-----------------|
| • A : 94 - 100% | • B : 83 - 86%  | • C : 73 - 76%  | • D : 63 - 66%  |
| • A- : 90 - 93% | • B- : 80 - 82% | • C- : 70 - 72% | • D- : 60 - 62% |
| • B+ : 87 - 89% | • C+ : 77 - 79% | • D+ : 67 - 69% | • 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](mailto:cestes@stech.edu), (435) 865-3938.

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

Southwest Technical College

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