

Military Branch: Air Force

Military Occupation: PHARMACY

Military Code: AFSC 4P0X1

Training Levels: All Air Force occupations have 5 different training levels: Helper, Apprentice, Journeyman, Craftsman and Superintendent.

Below are training levels with Occupation codes:

CEM Code 4P000

AFSC 4P091, Superintendent

AFSC 4P071, Craftsman

AFSC 4P051, Journeyman

AFSC 4P031, Apprentice

AFSC 4P011, Helper

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Occupation Details- PHARMACY

(Changed 31 Jan 12)

1. Specialty Summary. Manages administrative and technical pharmacy activities. Requisitions, stocks, compounds, and dispenses pharmaceuticals. Safeguards controlled drugs. Maintains and operates pharmacy information systems. Related DoD Occupational Subgroup: 131200.

2. Duties and Responsibilities:

2.1. Compounds and dispenses pharmaceuticals. Interprets prescriptions and formulas for appropriateness and conformity with established guidelines. Confers with prescribers or patients on questions to assure desired therapeutic outcome. Performs and verifies pharmaceutical calculations. Selects and prepares drug orders according to accepted standards. Manufactures, labels, and stores preparations according to accepted compendia and reference literature.

2.2. Performs inventory control functions. Establishes requirements, requisitions, and stores drugs and equipment. Prepares orders needed for emergency, controlled drug, or other special items. Initiates defective drug product complaints. Processes adverse drug reaction reports.

2.3. Plans and organizes pharmacy activities. Develops economical, efficient work methods and operating procedures. Coordinates pharmacy activities with other functional areas. Develops and directs pharmacy quality assurance programs.



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2.4. Inspects and evaluates pharmacy activities. Conducts periodic inspections of all drug storage and usage areas. Corrects discrepancies and maintains inspection reports.

2.5. Develops formulations. Assists in the development of new or modified drug formulations. Maintains current drug information literature for pharmacy and medical staff. Participates in Pharmacy and Therapeutics Committee functions.

2.6. Performs pharmacy administrative functions. Provides proper maintenance and disposal for all pertinent Air Force and drug records. Prepares and revises Medical Facility Drug Formulary.

2.7. Operates and maintains data automation equipment. Performs routine cleaning and maintenance of computer software and hardware. Revises data automation needs in accordance with current technology and availability.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of: pharmaceutical chemistry; pharmaceutical calculations; pharmacology and medical ethics; pharmacy management; medical administrative procedures; quality assurance; medical supply and local procedures; documentation management.

3.2. Education. For entry into this specialty, successful completion of one year of high school or one unit of college algebra is mandatory. Completion of high school or college courses in anatomy, physiology, biology, chemistry, automated data processing, and typing is desirable.

3.3. Training. For award of AFSC 4P031, completion of a basic pharmacy course is mandatory.

3.4. Experience. The following experience is mandatory for award of AFSC indicated:

3.4.1. 4P051. Qualification in and possession of AFSC 4P031. Also, experience in preparing, storing, or dispensing medications.

3.4.2. 4P071. Qualification in and possession of AFSC 4P051. Also, experience performing or supervising function such as compounding, storing, or dispensing medicinal preparations.

3.4.3. 4P091. Qualification in and possession of AFSC 4P071. Also, experience managing functions such as those involved in administrative and technical pharmacy operations.

3.5. Other. The following are mandatory as indicated:

3.5.1. For entry into this specialty:

3.5.1.1. Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards*.

3.5.1.2. See attachment 4 for additional entry requirements.

3.5.2. For entry, award, and retention of these AFSCs, ability to speak distinctly without speech impediment.



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3.5.3. For award and retention of AFSCs 4P031/51, ability to keystroke at a rate of 25 words per minute.

3.5.4. For award and retention of AFSCs 4P091/00, ability to communicate clearly, both orally and in writing.

3.5.5. For award and retention of these AFSCs, must maintain an Air Force Network License according to AFI 33-115, Vol 2, *Licensing Network Users and Certifying Network Professionals*.

Materials included in these reports are from:

- The AIR FORCE ENLISTED CLASSIFICATION DIRECTORY (AFECD)-The Official Guide to the Air Force Enlisted Classification Codes- Published October 2013
- The Department of Labor's My Next Move pages and links.
- The USAF public web pages.



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