



Pharmacy Assistant Part 1

Welcome to PT011: Pharmacy Assistant Part 1!

Please read the information in this syllabus before proceeding to the course materials.

Credits 1 credit hour

Prerequisites None

INSTRUCTIONAL TEAM

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Our Academic Advisors are also available to help you when you need it. They are trained to provide answers to your questions about the course or program.

Phone: 1-800-224-7234

Hours: 8:30AM – 8:30PM (Eastern Standard Time), Monday-Friday

MAIL

James Madison High School
6625 The Corners Parkway, Suite 500
Norcross, GA 30092

TEXTBOOK

This course does not have a separate textbook. All reading materials can be found within the online course.

COURSE DESCRIPTION

This course examines the origins of pharmacy and the development of the pharmacy profession up to the twentieth century. It covers the evolution of both the pharmacist and the pharmacy assistant, the history of legislation that affects the practice of pharmacy, and the roles and duties of pharmacists and pharmacy assistants. It also examines the need for pharmacy regulation and standard practice, as well as the regulation of controlled substances. Students will also become familiar with common medical terms and symbols used in pharmaceutical documentation and prescription orders.

LEARNING OBJECTIVES

After completing the Pharmacy Assistant Part 1 course, students will be able to:

- Describe the origins of pharmacy and the development of the pharmacy profession up to the twentieth century.
- Describe the evolution of the position of both pharmacist and pharmacy technician.
- Discuss the history of legislation that affects the practice of pharmacy.
- Explain the roles and duties of pharmacists and pharmacy technicians.
- Identify common medical terms and symbols used in pharmaceutical documentation and prescription orders.



- Explain how and why pharmacy regulations were enacted.

| LESSONS | TOPICS |
|---|--|
| Lesson 1: History of Pharmacy | Evolution of Pharmacy; Modern Pharmacy; Evolution of Pharmacy and Pharmacy Technician Roles |
| Lesson 2: Medical and Pharmaceutical Terminology | Introduction to Medical and Pharmaceutical Terminology; Common Medical Word Parts; Body Systems; Drug Classes; Common Medical Abbreviations; Common Pharmaceutical Abbreviations |
| Lesson 3: Regulatory Law and Professional Standards | Origins of the Pharmacy Profession; The Need for Professionals; The Evolving Pharmacist; Becoming a Professional; Pharmacy Regulation; Regulation of Controlled Substances; History of the DEA |
| Lesson 4: Trade Names and Generic Names | Chemical Names; Nonproprietary Names; Proprietary Names; Trademark Registration and Drug Labeling; Brand Name Confusion; IMS Health Top 200 Drugs |
| Lesson 5: Dosage Forms and Routes of Administration | Dosage Forms; Routes of Administration; Oral Route; Inhalation Route; Parenteral Route; Topical Route; Suppository and Insertion Route |
| Lesson 6: Pharmacologic Classes | History and Overview of Classification Systems; WHO ATC Main Groups; Chemical Classes; United States Adopted Names (USAN) |
| Lesson 7: Systems of Measurement | Various Systems; Roman Numerals; Fahrenheit and Celsius Temperature; Household Measure; The Metric System; Conversion Between Household and Metric Systems |
| Lesson 8: Ratios, Proportions, Decimals and Percents | Numbers; Ratios; Proportions; Decimals; Percents; Worked Examples |

GRADING

The following point totals correspond to the following grades:

| POINTS | GRADE |
|---------------|--------------|
| 100-90 | A |
| 89-80 | B |
| 79-70 | C |
| 65-69 | D |
| Below 65 | F |

James Madison High School allows 2 attempts on exams. If a student is not satisfied with his/her score on the 1st attempt, an exam may be resubmitted. The 2nd attempt is not required as long as the final course average is above 65%. The higher of the 2 attempts will be the score that counts



towards the final average.

Exams are timed and once you begin an exam, the timer runs continuously, even if you leave the course. Refer to the exam instructions for the time limit (in most cases 3 hours), but the time limit cannot be spread over multiple days.

GRADE WEIGHT

| TOPIC | ACTIVITY | PERCENTAGE |
|--|----------|------------|
| Lesson 1: History of Pharmacy | MC Quiz | 20% |
| Lesson 2 & 3: Medical and Pharmaceutical Terminology / Regulatory Law and Professional Standards | MC Quiz | 20% |
| Lesson 4: Trade Names and Generic Names | MC Quiz | 20% |
| Lesson 5 & 6: Dosage Forms and Routes of Administration / Pharmacologic Classes | MC Quiz | 20% |
| Lesson 7 & 8: Systems of Measurement / Ratios, Proportions, Decimals and Percents | MC Quiz | 20% |

ACADEMIC AND COURSE POLICIES

Please see the Academic Policies section in the James Madison High School Catalog for information on Course policies, including the Exam/Assignment Retake Policy, Grading Policy, Academic Honesty Policy, and Student Conduct Policy.