



Pharmacy Technician (C. PH. T)

Pharmacy technicians work under the direction of a pharmacist where they prepare medication and then sell it to patients. Technicians must be precise in their work as details are sometimes a matter of life and death.

Dealing with medicine distribution and packaging are the primary responsibilities of pharmacy technicians. They measure, count out, label, and record amounts and dosages of medications according to prescription orders. Technicians may also maintain patient records and use the computer to retrieve, manage, and store data.

Pharmacy technicians frequently interact with a great deal of people both in the workplace and over the phone. It is not uncommon for pharmacy technicians to have to work with ill, unpleasant, angry, and discourteous customers.

Pharmacy technicians usually work in pharmacies (including those in drug stores and grocery stores) and hospitals. These workplaces are typically indoors in well-lit areas and comfortable settings. Technicians spend a majority of the day on their feet. In addition, technicians must be able to lift heavy boxes and be able to use a stepladder to get boxes of medication that are placed high on shelves.

Most technicians work full-time, however part-time employment is also available. Some pharmacies are open 24 hours and technicians may have to work overnight. It is possible to have to work weekends as well as some holidays.

Indiana Wage Information

	Entry	Median
Hourly Wage	\$11.43	\$13.69

Job Outlook in Indiana

Long term	12.87 % (increase)
Short Term	2.06 % (increase)

*Data collected from hoosierdata.in.gov

Job Duties

- Assist customers by answering simple questions, locating items, or referring them to the pharmacist
- Answering the telephone
- Compute charges for medication
- Deliver medication
- Establish and maintain patient profiles
- Maintain proper storage and security conditions for medicine
- Operate cash register
- Pre-pack bulk medicine
- Fill prescription bottles
- Price and file prescriptions that have been filled
- Receive and store incoming supplies
- Transfer medication from vials to the appropriate number of sterile, disposable syringes

Important Qualities

Active Listening- must give full attention to what others are saying and take time to understand the points being made

Integrity- must be able to monitor/assess the performance of yourself and others

Concern for others- must be aware of others' reactions and always looking for ways to help people

Interpersonal skills- must be able to work with angry, unpleasant, discourteous, and ill individuals

Detail –oriented- must be precise in interpreting and verifying drug doses

Skills and Knowledge

Technical

- Handle medication using aseptic techniques
- Use computers and computer systems
- Compiling, coding, categorizing, calculating, and verifying information
- Use relevant information and individual judgment
- Knowledge of medicine
- Precision typing

English Language Arts

- Knowledge of the meaning, spelling, and use of English language

Math

- Basic math for problem solving
- Knowledge and application of algebra, geometry, and statistics

Certification and Advancement

Individuals with a high school diploma or high school equivalency credential may be able to become a Certified Pharmacy Technician (CPhT) by taking one of two WorkINdiana approved nationally recognized examinations. Certification can be earned by taking and passing either the Pharmacy Technician Certification Board (PTCB) exam or the exam offered by the National Healthcareer Association (NHA).

Certification enhances prospects for future employment. While advancement opportunities in the pharmacy technician field are limited, larger pharmacies and hospitals sometimes consider technicians with significant training or experience for promotion to supervisory positions. Additionally, some technicians move into sales while others go on to earn the Doctor of Pharmacy degree in order to become pharmacists.

Anyone working as a pharmacy technician in Indiana must be registered with the Indiana Professional Licensing Agency. Registration eligibility includes completing a state approved training class or passing one of two state approved exams - Pharmacy Certification Board Exam (PCBE) or the NHA's Pharmacy Exam (ExCPT). Applicants must be 18 years of age and have a high school diploma, high school equivalency credential, or have a waiver. Applicants must submit an application form with the appropriate fee and pass a criminal background check. Note that individuals who have been convicted of a crime with direct bearing on their ability to work with drugs or controlled substances are prohibited from registering as pharmacy technicians.

How can YOU get involved?

The world of work relies on the foundational skills students acquire in your classrooms and/or programs!

- Know your students'/clients' interests and career goals
- Affirm the value of the skills/hobbies students demonstrate both in and outside of the classroom
- Infuse your classroom culture and/or meetings with career-minded activities
- Provide time to make connections between the material learned in adult education or workshops and students' daily lives/career aspirations
- Know the basic job descriptions and training requirements of in-demand occupations in your area
- Know which WorkINdiana programs are available in your region
- Know the processes for referring students to postsecondary or on-the-job training
- Post resources where students can find more information about further education/training and careers

Sources and Further Information:

www.mynextmove.org

www.careeronestop.org

www.in.gov/pla/2898.htm

www.ptcb.org/get-certified/apply

www.iseek.org/index.jsp

www.indianacareexplorer.com

www.ptcb.org/get-certified/apply

www.nhanow.com/pharmacy-technician.aspx

*Last Updated July 2016