

PHARMACY TECH TRAINING PLAN

This is an unpaid job shadowing program. Trainees learn:

1. How to find a customer's profile in the computer system.
2. How to find a prescription.
3. How to read a prescription for filling.
4. How to find medications.
5. What a NDC number is, what it stands for, and why it's so important.
6. How to identify medications that match the NDC number and what to do if it does not match.
7. How to scan medication bottles.
8. What C2 medication is, where it's located, and why?
9. What SIG codes mean and their abbreviations?
10. Measurement conversions.
11. How to scan a prescription through the computer.
12. How to enter a refill.
13. Computer codes for prescriptions.
14. How to enter prescriptions into the computer.

This training plan is designed as a "team-effort" experience. All pharmacy workers assist in this learning process and instruct trainee on the above skills.