

Activity	Never 0-5%	Rarely 5-10%	Sometimes 10-40%	Frequently 40-75%	Always 75-100%
Depth Perception: 3-Dimensional					X
Vision Distance Judgment					X
Sharpness of Vision/Focus					X
Color Vision					X
Field of Vision: Entire Scope of Vision/Peripheral				X	
Environmental Conditions: Inside					X
Outside	X				
Both	X				
Dust	X				
Fumes			X		
Hazards: Bio-Hazardous Material				X	
Blood and Body Fluids		X			
Chemical Exposure				X	
Chemotherapy				X	
Electrical	X				
Infectious Diseases				X	
Mechanical		X			
Radiation	X				
Sharps				X	
Other (List/Describe)					
Frequency of Safety Goggle/Shield Usage				X	
Frequency of Glove Usage				X	
List any other outstanding physical requirements not previously mentioned.					

Questions? Please contact:
Admissions Office
Vance-Granville Community College
P.O. Box 917 • Henderson, N.C. 27536
(252) 492-2061, ext. 3343
or
(252) 738-3343
www.vgcc.edu

Vance-Granville Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award certificates, diplomas, and associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call (404) 679-4500 for questions about the accreditation of Vance-Granville Community College. The Commission on Colleges should be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard. Vance-Granville Community College is an equal opportunity, affirmative action institution. The college serves all students regardless of race, creed, color, age, sex, national origin, or disabling conditions. Vance-Granville Community College is a Tobacco-Free College.

VANCE-GRANVILLE
COMMUNITY COLLEGE

PHARMACY TECHNOLOGY



MISSION STATEMENT

The Pharmacy Technology Program (D45580) at Vance-Granville Community College seeks to provide qualified students with the technical skills and knowledge needed to practice in a variety of pharmacy settings. In addition, this program will give the student the knowledge-base needed to pass the National Pharmacy Technician Certification Examination offered by the Pharmacy Technician Certification Board (PTCB).

ADMISSION POLICY

Students are admitted to the Pharmacy Technology Program (D45580) in accordance with policies set by Vance-Granville Community College. Each applicant is required to meet the minimum admission eligibility requirements as set by the College. Meeting minimum eligibility requirements does not guarantee admission into the program.

The selection process for this program is three steps: (Step I) getting started; (Step II) eligibility requirements must be met before consideration for the Pharmacy Technology Program.

There will be a fall and spring semester entry. Applications will continue to be processed until the program has reached capacity.

PHARMACY TECHNICIAN CERTIFICATION BOARD

The Pharmacy Technician Certification Board has eligibility requirements for candidates who wish to take the PTCB Exam.

- High School diploma or its equivalent (GED or foreign diploma)
- No felony conviction
- No drug or pharmacy related convictions, including misdemeanors. These violations must be disclosed to PTCB.
- No denial, suspension, revocation, or restriction of registration or licensure, consent order or other restriction by any State Board of Pharmacy
- No admission of misconduct or other violation of regulations of any State Board of Pharmacy

Reference: PHARMACY TECHNICIAN CERTIFICATION BOARD www.ptcb.org/EligibilityRequirements

Step I: Getting Started

Apply to Vance-Granville Community College. Designate desired program of study. Applicants will be placed into a Pre-Health Curriculum (Associate in General Education-General Science A10300S), until selected into a program.

Step II: Eligibility Requirements

1. The Admissions Office must receive the official transcripts of high school graduation or equivalency and all post-secondary transcripts.
2. (a) Completion of either the ASSET or COMPASS Placement Test, with scores that must meet the requirements designated by the college for enrollment into ENG 111, MAT 80 and exemption from RED 90.

OR

(b) SAT* Verbal500 ACT* Read 19
 Math500 Math..... 19
 Writing500 Eng 19

***Only if scores are dated less than five (5) years at the time of application,**

OR

(c) Transfer credit for ENG 111 and MAT 115 or equivalent courses.

OR

(d) Successful completion of the following developmental courses within the last 5 years: ENG 90, RED 90, MAT 70

3. A grade of “C” or better is required on all general education and related courses and a cumulative GPA of 2.3 or higher on related courses for acceptance into the Pharmacy Technology Program. College credit completed over ten (10) years prior to the semester in which the student is admitted will not be transferable unless the applicant has completed that coursework as part of a completed associate degree or higher.

Step III: Status Assignment

Fall Acceptance:

Students completing the eligibility requirements checklists by May 30 will be sent acceptance letters after June 1. The Admissions Office will continue to receive eligibility checklists after May 30 only if the program has not reached capacity.

Spring Acceptance:

Students completing the eligibility requirements checklists by October 1 will be sent acceptance letters after October 1. The Admissions Office will continue to receive eligibility checklists after October 1 only if the program has not reached capacity.

Notes:

- Any student completing the eligibility checklist but not admitted into the program this year must complete a new eligibility checklist for entry into the Pharmacy Technology Program the next year if interested.
- It is mandatory for a student to inform the Admissions Office of any changes occurring since the date of application in order for corrections to be made to phone number, addresses, etc.
- During the admissions process, every student’s program-specific GPA must remain at or above 2.3. After acceptance into the program, a grade of “C” or greater is required for all classes.
- All indebtedness to the college must be paid in full to be considered for the Pharmacy Technology Program.
- Completion of all requirements for admission does not guarantee acceptance into the Pharmacy Technology Program.
- Any transfer credit of Pharmacy (PHM) classes must be approved by the Program Head. The Program Head must also approve any Pharmacy (PHM) class over 3 years old to be credited for re-entry into the Pharmacy Program.

RISK HAZARDS/PHYSICAL JOB DEMANDS QUESTIONNAIRE

Pharmacy Technology Program

Activity	Never 0-5%	Rarely 5-10%	Sometimes 10-40%	Frequently 40-75%	Always 75-100%
Standing					X
Walking					X
Sitting	X				
Lifting — 10 lbs. maximum		X			
20 lbs. max. up to 10 lbs. frequently				X	
50 lbs. max. up to 25 lbs. frequently		X			
100 lbs. max. up to 50 lbs. frequently	X				
100 lbs., 50 lbs. or more frequently	X				
Pushing/Pulling — 10 lbs. maximum				X	
20 lbs. max. up to 10 lbs. frequently				X	
50 lbs. max. up to 25 lbs. frequently				X	
100 lbs. max. up to 50 lbs. frequently		X			
100 lbs., 50 lbs. or more frequently	X				
Climbing: Ladders			X		
Stairs			X		
Other (list)		X			
Balancing					X
Stooping					X
Kneeling					X
Crouching					X
Crawling					X
Twisting					X
Bending					X
Reaching: Overhead					X
In Front of Body					X
Handling					X
Fingering					X
Feeling					X
Talking: Ordinary					X
Other (Describe) Verbal Instructions					X
Hearing: Ordinary Conversation					X
Other Sounds (Describe) Pt. Sounds					X
Vision/Acuity: Near, 20 in. or less					X
Far, 20 ft. or more					X

OVER

Vance-Granville Community College
Pharmacy Technology Program

SEMESTER CURRICULUM

FIRST SEMESTER

		<u>Lec</u>	<u>Lab</u>	<u>Clinic</u>	<u>Credit</u>
BUS 270	PROFESSIONAL DEVELOPMENT	3	0	0	3
**PHM 110	INTRODUCTION TO PHARMACY	3	0	0	3
**PHM 111	PHARMACY PRACTICE I	3	3	0	4
**PHM 115	PHARMACY CALCULATIONS	3	0	0	3
	TOTAL	12	3	0	13

SECOND SEMESTER

CIS 111	BASIC PC LITERACY	1	2	0	2
ENG 111	EXPOSITORY WRITING	3	0	0	3
PHM 118	STERILE PRODUCTS	3	3	0	4
**PHM 120	PHARMACOLOGY I	3	0	0	3
**PHM 140	TRENDS IN PHARMACY	2	0	0	2
	TOTAL	12	5	0	14

THIRD SEMESTER

PSY 150	GENERAL PSYCHOLOGY	3	0	0	3
PHM 125	PHARMACOLOGY II	3	0	0	3
*PHM 138	PHARMACY CLINICAL	0	0	24	8
**PHM 165	PHARMACY PROFESSIONAL PRACTICE	2	0	0	2
	TOTAL	8	0	24	16

TOTAL CREDIT HOURS: 43

AWARD: DIPLOMA

* Students may take PHM 133 and PHM 135 (Pharmacy Clinical) instead of PHM 138 depending on date of entry into the program.

** Pre-requisites ENG 90, RED 90, MAT 70

— IMPORTANT —

A. If accepted into the Pharmacy Technology Program at VGCC, the following two items must be completed and received by the Health Sciences administrative assistant within 45 days after acceptance into the program:

1. Evidence of current Cardio-Pulmonary Resuscitation (CPA) certification, which includes infant, child, adult and the Heimlich Maneuver (Health Care Provider).
2. Completed VGCC medical form and physical exam. (Forms may be picked up from the Health Education Advisor.)

Students in the Pharmacy Technology Program at VGCC are responsible for keeping their medical information and CPR certification updated and current. This includes TB tests, TD booster, etc. Any violation of these may result in dismissal from the program.

B. A drug screen at a site designated by the college is required prior to attending Pharmacy Clinical Assignments. Fees will be the responsibility of the student. Testing positive on the drug screen, or evidence of tampering with the specimen will disqualify a student from participation in the clinical assignment. Therefore, the student will be dismissed from the program without possibility of readmission.

C. Clinical sites require a criminal background check prior to allowing students into the clinical setting. Fees will be the responsibility of the student. Criminal activity as evident by a criminal background check will disqualify a student from clinical participation. The North Carolina Board of Pharmacy will not allow anyone to work in a pharmacy if a criminal background is found (www.ncbop.org). Please be aware that failure to participate in a clinical assignment based on a criminal background check will result in dismissal from the Pharmacy Technology Program without possibility of readmission.

VGCC PHARMACY TECHNICIAN ELIGIBILITY CHECKLIST

The completed eligibility requirements checklist must be received by the Admissions Office by October 1 to be considered for Spring entry, and May 30 to be considered for the Fall entry. **The checklist must be reviewed and signed by a counselor/advisor confirming completion. The Admissions Office will continue to accept completed eligibility checklists as long as the program has not reached capacity.**

STEP I

Vance-Granville Community College application stating your desired major of study, received by admissions.

Date _____

STEP II – ELIGIBILITY REQUIREMENTS

1. Attend an admissions information session on the Main Campus or complete an information session online.

A) Sessions on the Main Campus are as follows:

DAY	DATE	TIME	TO	TIME	BUILDING	ROOM
Monday	October 24, 2011	3:00		5:00	Building 6	6102
Wednesday	February 29, 2012	5:30		7:30	Building 6	6102

NOTE: IF THE SCHOOL IS CLOSED FOR INCLEMENT WEATHER THE SESSION IS CANCELLED.

OR

- B) Complete the information session online by going to www.vgcc.edu and click on “Moodle,” where you will use your WebAdvisor user name and password to log in and view the presentation.

Date completed _____

2. The Admissions Office must receive the official transcripts of high school graduation or equivalency and all post-secondary transcripts.

Date completed _____

3. Completion of a placement test or waiver of the placement test with scores that must meet the requirements designated by the college for enrollment into ENG 111, MAT 080 and exemption from RED 090. Requirements are listed on the admissions brochure.

Date completed _____

4. Courses specific to the Pharmacy Technology Program will be counted in the GPA. Transfer grades also will be included in the calculation of GPA.

CLASS	GRADE	CREDITS	X	QUALITY POINTS	=	TOTAL
ENG 111	_____	3	X	_____	=	_____
PSY 150	_____	3	X	_____	=	_____
CIS 111	_____	2	X	_____	=	_____
OR						
CIS 110	_____	3	X	_____	=	_____
BUS 270	_____	3	X	_____	=	_____
TOTAL:	Quality Points	_____	÷	Credits	_____	_____

Program-specific GPA: _____ **Date figured:** _____ (must be 2.3 or higher)

I, _____ **Student I.D.#** _____
Student's Full Name (Please Print)

agree that the following information has been submitted and is correct.

Student Signature _____ **Date** _____

For Office Use Only:

The checklist has been reviewed and the above student has completed eligibility requirements.

Advisor Signature _____ **Date Completed** _____

Date received by Admissions _____