

**PHT 103 Course Outline as of Summer 2025****CATALOG INFORMATION**

Dept and Nbr: PHT 103                      Title: CRITICAL/MGMT SKILLS PT  
 Full Title: Critical Thinking and Management Skills for the Pharm Tech  
 Last Reviewed: 1/23/2023

| Units   | Course Hours per Week |                   | Nbr of Weeks |      | Course Hours Total |       |
|---------|-----------------------|-------------------|--------------|------|--------------------|-------|
| Maximum | 2.00                  | Lecture Scheduled | 2.00         | 17.5 | Lecture Scheduled  | 35.00 |
| Minimum | 2.00                  | Lab Scheduled     | 0            | 6    | Lab Scheduled      | 0     |
|         |                       | Contact DHR       | 0            |      | Contact DHR        | 0     |
|         |                       | Contact Total     | 2.00         |      | Contact Total      | 35.00 |
|         |                       | Non-contact DHR   | 0            |      | Non-contact DHR    | 0     |

Total Out of Class Hours: 70.00

Total Student Learning Hours: 105.00

Title 5 Category: AA Degree Applicable

Grading: Grade Only

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly: PHARM 103

**Catalog Description:**

Students will learn how to apply theory to pharmacy settings. The student will learn to develop the necessary discernment, reason, and proficiencies regarding pharmaceutical critical thinking and solutions. The student will perform at an advanced level of pharmaceutical care and service by identifying and understanding the application of systems, theorems, principles, postulates, and provisions.

**Prerequisites/Corequisites:****Recommended Preparation:**

Eligibility for ENGL 100 or ESL 100

**Limits on Enrollment:****Schedule of Classes Information:**

Description: Students will learn how to apply theory to pharmacy settings. The student will learn to develop the necessary discernment, reason, and proficiencies regarding pharmaceutical critical thinking and solutions. The student will perform at an advanced level of pharmaceutical care and service by identifying and understanding the application of systems, theorems, principles,

postulates, and provisions. (Grade Only)

Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

|                      |                      |            |           |
|----------------------|----------------------|------------|-----------|
| <b>AS Degree:</b>    | <b>Area</b>          | Effective: | Inactive: |
| <b>CSU GE:</b>       | <b>Transfer Area</b> | Effective: | Inactive: |
| <b>IGETC:</b>        | <b>Transfer Area</b> | Effective: | Inactive: |
| <b>CSU Transfer:</b> |                      | Effective: | Inactive: |
| <b>UC Transfer:</b>  |                      | Effective: | Inactive: |

**CID:**

**Certificate/Major Applicable:**

Both Certificate and Major Applicable

## **COURSE CONTENT**

**Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Apply critical thinking and reasoning skills utilizing scientific therapeutics and pharmaceutical methods.
2. Demonstrate knowledge of workflow, quadrants, computer station responsibilities, and the evaluation process.

**Objectives:**

At the conclusion of the course, students should be able to:

1. Interpret terms, definitions, and language associated with pharmacy practice.
2. Differentiate between pharmaceutical analysis and business terms.
3. Demonstrate knowledge of workflow, quadrants, computer station responsibilities, and the evaluation process.
4. Demonstrate the ability to maintain a professional demeanor with patients.
5. Use various methods to solve advanced comparisons, graphs, dosing and word scenarios accurately and safely.
6. Demonstrate knowledge of the Situation, Task, Analysis, Result (STAR) system.
7. Interpret prescriptions and medication administration record information employing scientific therapeutics and pharmaceutical methods.
8. Identify inpatient and outpatient medication distribution systems.
9. Differentiate among the elements of the Pause, Repeat, Empathize, Solve (PRES) principle.

**Topics and Scope:**

I. Pharmaceutical History

A. Research versus teaching

- B. Cause and effect
- C. Deduction and reduction
- D. Logic and doubt
- II. Foundation of Scientific Therapeutics
  - A. Definition of error
    - 1. Experimental error
    - 2. Misinterpretations
  - B. Methods
  - C. Double negatives
  - D. Exceptions
  - E. Skepticism
  - F. Incongruous remedies
- III. Risks of Errors
  - A. Misjudgments and false judgments
  - B. Inattention to detail
  - C. Provider notice and misunderstandings
  - D. Inaccurate use of abbreviations
- IV. Parts of a Pharmacy (Quadrants)
  - A. Workflow
  - B. Stations
  - C. Vectors of action
  - D. Evaluations and ability versus inability
  - E. Separate and together
  - F. Professional correspondence
- V. Professional Demeanor
  - A. Challenging patients
  - B. Unique patient situations
- VI. Inpatient Medication Transfer Systems
  - A. Fill lists
  - B. Unit dose
  - C. Differentiate intramuscular, subcutaneous, intravenous push, and intravenous piggyback
- VII. PRES Principle
- VIII. Maintaining Transparency
- IX. Insurance
  - A. Algorithms of billing
  - B. Signed numbers
    - 1. Discount card programs
    - 2. Payments for prescriptions
    - 3. Pharmacy billing cycle
    - 4. Medicaid reimbursement
    - 5. Point of Sale (POS) collections
    - 6. Recapture
    - 7. Credits
- X. STAR System
- XI. Critical Thinking

**Assignment:**

1. Homework assignments (13-20)
2. Interpretation of prescriptions and workflow scenarios/essays (4-6)
3. Complete case studies with written responses (3-4)
4. Quizzes (3-5)

5. Exam(s) (1-3)
6. Final exam

**Methods of Evaluation/Basis of Grade:**

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Interpretation of prescriptions and workflow scenarios/essays; case studies

Writing  
30 - 50%

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Homework assignments

Problem solving  
10 - 20%

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None

Skill Demonstrations  
0 - 0%

**Exams:** All forms of formal testing, other than skill performance exams.

Quizzes; exam(s); final exam

Exams  
30 - 45%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation

Other Category  
0 - 5%

**Representative Textbooks and Materials:**

Professional Skills for the Pharmacy Technician. 1st Edition. Peshek, S. Jones & Bartlett Learning. 2017 (classic).

Patient Care Management Lab: A Workbook for Prescription Practice. 4th Edition. Finkel, R. Lippincott Williams & Wilkins. 2014 (classic).

Instructor prepared materials