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Fall 9-1-2017

### PHAR 101.50: Pharmacy Calculations

Mary McHugh

*University of Montana - Missoula*, [mary.mchugh@umontana.edu](mailto:mary.mchugh@umontana.edu)

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<b>Pharmacy Calculations (PHAR 101-50) Fall 2017</b>	
<i>Instructor:</i> Dr. Mary McHugh PharmD, RPh	<i>Class Dates</i> Aug 31-Dec 20 <i>Online Learning</i>
<i>Contact Info:</i> Phone: 243-7813 Cell: 531-2420 Email: <a href="mailto:mary.mchugh@umontana.edu">mary.mchugh@umontana.edu</a>	<i>Office Hours:</i> <i>Feel free to schedule ahead</i> via phone, email. I will attempt to respond to all calls and emails within a 24 hr. period <b>M-F</b> .

### Overview:

This is an online course to help you prepare to pass the national certification exam and to perform pharmacy technician tasks in different pharmacy settings. You should have a basic understanding of math including proportions and solving ratio problems to be successful in this course.

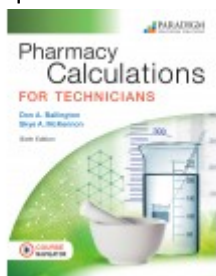
The specific ASHP/ACPE Learning Goals covered in this class are:

- (3) Communicate clearly when speaking and in writing.
- (5) Apply self-management skills, including time management, stress management, and adapting to change.
- (7) Apply critical thinking skills, creativity, and innovation to solve problems.
- **(12) Perform mathematical calculations essential to the duties of pharmacy technicians in a variety of contemporary settings.**
- (19) Receive and screen prescriptions/medication orders for completeness, accuracy, and authenticity.
- (32) Initiate, verify, and assist in the adjudication of billing for pharmacy services and goods, and collect payment for these services.
- (34) Apply accepted procedures in inventory control of medications, equipment, and devices.
- (35) Explain pharmacy reimbursement plans for covering pharmacy services.

This course does not guarantee your success in passing the national certification test but it will assist you in preparing for it.

## Course Resources and Supplies:

- Required Textbook: *Pharmacy Calculations for Technicians, Sixth Edition*



- Computer (see requirements here: <http://support.emcp.com/support/course-navigator/>)
- Other Resources: Kahn Academy (<https://www.khanacademy.org/math>)
  - Note: you may sign up as a "parent" or "instructor" to find units that are helpful. Select units are placed in the lessons as they apply.
- Simple calculator

## Grading:

### Grading Scale

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	<60%

### Grade Weights

Lesson Questions	20%
Weekly Questions	20%
Unit Exams	30%
Final	30%

Students in the Pharmacy Technician program must have a “B-” final grade in order to progress within the program. Test questions will be based on the learning objectives posted in each Moodle lesson. Learning objectives are to be used as study guides.

**Academic Integrity:** All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by The University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at [http://www.umt.edu/vpsa/policies/student\\_conduct.php](http://www.umt.edu/vpsa/policies/student_conduct.php)

**Disabilities:** Students with disabilities may request reasonable modifications by contacting me. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). “Reasonable” means the University permits no fundamental alterations of academic standards or retroactive modifications. Therefore, Eligible students with disabilities must request appropriate accommodations in this course in a timely way. Please speak with me after class or in my office. Please be prepared to provide a letter from your DSS Coordinator. For more information, visit the Disabilities Services website at <http://www.umt.edu/dss/> or call 406-243-2243 (voice/text) Note: Instructor reserves the right to modify syllabi and assignments as needed based on faculty, student, and/or environmental circumstances.

### **IT and Moodle Resources:**

UMOnline Technical Support: 406.243.4999 or 866.225.1641 (toll-free) or [umonline-help@umontana.edu](mailto:umonline-help@umontana.edu)

General IT help: <http://www.umt.edu/it/default.php>

General Moodle help: <http://umonline.umt.edu/default.php>