

Paradigm's Pharmacy Technician Series

Aligns to the Updated ASHP/ACPE Competency Expectations

ASHP and ACPE have had no participation in Paradigm's Competency Expectations Mapping Guide.

Competency Expectations

Standard 1: Personal/Interpersonal Knowledge and Skills

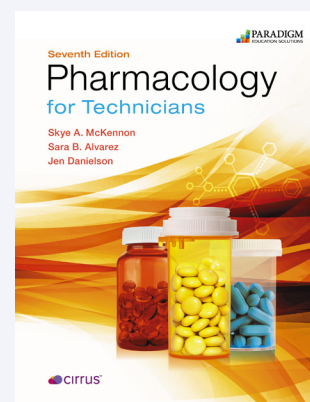
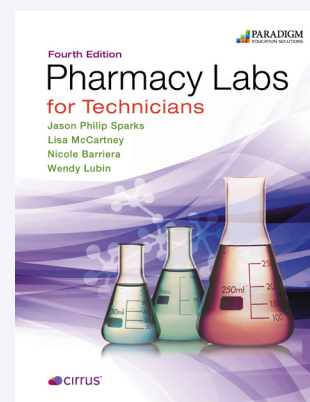
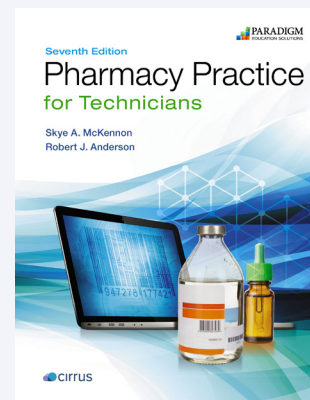
Key Elements for Entry-level:	Pharmacy Practice	Pharmacy Labs	Pharmacology	Pharmacy Calculations	Sterile Compounding	Certification Exam Review	Career Readiness
1.1 Demonstrate ethical conduct.	●	●	●		●	●	●
1.2 Present an image appropriate for the profession of pharmacy. . .	●	●	●			●	●
1.3 Demonstrate active and engaged listening skills.	●	●	●			●	●
1.4 Communicate clearly and effectively, both verbally and in writing.	●	●	●	●	●	●	●
1.5 Demonstrate a respectful and professional attitude when. . .	●	●	●			●	●
1.6 Apply self-management skills, including time, stress, and. . .	●	●	●			●	●
1.7 Apply interpersonal skills, including negotiation skills, . . .	●	●	●		●	●	●
1.8 Demonstrate problem-solving skills.	●	●	●	●	●	●	●
Additional Key Elements for Advanced-level							
1.9 Demonstrate capability to manage or supervise pharmacy technicians . . .	●	●	●			●	●
1.10 Apply critical thinking skills, creativity, and innovation.	●	●	●	●	●	●	●
1.11 Apply supervisory skills related to human resource policies . . .	●	●	●			●	●
1.12 Demonstrate the ability to effectively and professionally communicate . . .	●	●	●		●	●	●

Standard 2: Foundational Professional Knowledge and Skills

Key Elements for Entry-level:	Pharmacy Practice	Pharmacy Labs	Pharmacology	Pharmacy Calculations	Sterile Compounding	Certification Exam Review	Career Readiness
2.1 Explain the importance of maintaining competency through continuing . . .	●		●		●	●	●
2.2 Demonstrate ability to maintain confidentiality of patient information . . .	●	●	●		●	●	●
2.3 Describe the pharmacy technician's role, pharmacist's role, and other . . .	●	●	●		●	●	●
2.4 Describe wellness-promotion and disease-prevention concepts.	●	●	●		●	●	●
2.5 Demonstrate basic knowledge of anatomy, physiology, and . . .	●	●	●		●	●	●
2.6 Perform mathematical calculations essential to the duties of . . .	●	●	●	●	●	●	●
2.7 Explain the pharmacy technician's role in the medication-use process.	●	●	●		●	●	●
2.8 Practice and adhere to effective infection-control procedures.	●	●	●		●	●	●
Additional Key Elements for Advanced-level							
2.9 Describe investigational drug process, medications being used in . . .	●	●	●			●	●
2.10 Describe further knowledge and skills required for achieving . . .	●	●	●		●	●	●
2.11 Support wellness-promotion and disease-prevention programs.	●	●	●			●	●

Standard 3: Processing and Handling of Medications and Medication Orders

Key Elements for Entry-level:	Pharmacy Practice	Pharmacy Labs	Pharmacology	Pharmacy Calculations	Sterile Compounding	Certification Exam Review	Career Readiness
3.1 Assist pharmacists in collecting, organizing, and recording . . .	●	●	●			●	●
3.2 Receive, process, and prepare prescriptions/medication orders for . . .	●	●	●	●	●	●	●
3.3 Assist pharmacists in the identification of patients who desire . . .	●	●	●			●	●
3.4 Prepare patient-specific medications for distribution.	●	●	●		●	●	●
3.5 Prepare non-patient-specific medications for distribution.	●	●	●		●	●	●
3.6 Assist pharmacists in preparing, storing, and distributing medication . . .	●	●	●		●	●	●
3.7 Assist pharmacists in the monitoring of medication therapy.	●	●	●			●	●
3.8 Maintain pharmacy facilities and equipment.	●	●	●		●	●	●
3.9 Use information from Safety Data Sheets (SDS), National Institute . . .	●	●	●		●	●	●
3.10 Describe Food and Drug Administration product tracking, tracing, . . .	●	●	●		●	●	●
3.11 Apply quality assurance practices to pharmaceuticals, durable . . .	●	●	●		●	●	●
3.12 Explain procedures and communication channels to use in the event . . .	●	●	●		●	●	●
3.13 Use current technology to ensure the safety and accuracy of . . .	●	●	●		●	●	●
3.14 Collect payment for medications, pharmacy services, and devices.	●	●				●	●



Pharmacy Practice
 Pharmacy Labs
 Pharmacology
 Pharmacy Calculations
 Sterile Compounding
 Certification Exam
 Career Readiness

Standard 3: Continued

Key Elements for Entry-level:							
3.15 Describe basic concepts related to preparation for sterile and . . .	●	●	●	●	●	●	●
3.16 Prepare simple, nonsterile medications per applicable USP chapters . . .	●	●	●				●
3.17 Assist pharmacists in preparing medications requiring compounding . . .	●	●					●
3.18 Explain accepted procedures in purchasing pharmaceuticals, . . .	●	●	●				●
3.19 Explain accepted procedures in inventory control of medications, . . .	●	●	●	●	●	●	●
3.20 Explain accepted procedures utilized in identifying and disposing . . .	●	●			●		●
3.21 Explain accepted procedures in delivery and documentation of . . .	●	●	●				●
3.22 Prepare, store, and deliver medication products requiring special . . .	●	●	●		●		●
Additional Key Elements for Advanced-level							
3.23 Prepare compounded sterile preparations per applicable, current . . .	●	●	●		●		●
3.24 Prepare medications requiring moderate and high-level nonsterile . . .	●	●					●
3.25 Prepare or simulate chemotherapy/hazardous drug preparations . . .	●	●	●		●		●
3.26 Initiate, verify, and manage the adjudication of billing for complex . . .	●	●	●				●
3.27 Apply accepted procedures in purchasing pharmaceuticals, devices, . . .	●						●
3.28 Apply accepted procedures in inventory control of medications, . . .	●	●	●		●		●
3.29 Process, handle, and demonstrate administration techniques and . . .	●	●	●				●
3.30 Apply the appropriate medication-use process to investigational . . .	●	●	●				●
3.31 Manage drug-product inventory stored in equipment or devices . . .	●	●	●				●

Standard 4: Patient Care, Quality, and Safety Knowledge and Skills

Key Elements for Entry-level:							
4.1 Explain the Pharmacists' Patient Care Process and describe the role . . .	●		●				●
4.2 Apply patient- and medication-safety practices in aspects of the . . .	●	●	●	●	●	●	●
4.3 Explain how pharmacy technicians assist pharmacists in responding . . .	●						●
4.4 Explain basic safety and emergency preparedness procedures . . .	●	●	●				●
4.5 Assist pharmacist in the medication reconciliation process.	●	●	●				●
4.6 Explain point-of-care testing.	●	●					●
4.7 Explain pharmacist and pharmacy technician roles in medication . . .	●	●	●				●
4.8 Describe best practices regarding quality assurance measures . . .	●				●		●
Additional Key Elements for Advanced-level							
4.9 Verify measurements, preparation, and/or packaging of medications . . .	●		●				●
4.10 Perform point-of-care testing to assist pharmacist in assessing . . .	●	●					●
4.11 Participate in the operations of medication management services.	●	●	●				●
4.12 Participate in technical and operational activities to support the . . .	●		●				●
4.13 Obtain certification as a Basic Life Support Healthcare Provider.	●						●

Standard 5: Regulatory and Compliance Knowledge and Skills

Key Elements for Entry-level:							
5.1 Describe and apply state and federal laws pertaining to processing . . .	●	●	●		●	●	●
5.2 Describe state and federal laws and regulations pertaining to . . .	●	●	●		●	●	●
5.3 Explain that differences exist among states regarding state . . .	●	●	●		●	●	●
5.4 Describe the process and responsibilities required to obtain and . . .	●		●		●	●	●
5.5 Describe pharmacy compliance with professional standards and . . .	●	●	●		●	●	●
5.6 Describe Occupational Safety and Health Administration (OSHA), . . .	●	●	●		●	●	●
5.7 Describe OSHA requirements for prevention and response to . . .	●				●	●	●
5.8 Describe OSHA Hazard Communication Standard . . .	●					●	●
Additional Key Elements for Advanced-level							
5.9 Participate in pharmacy compliance with professional . . .	●	●			●	●	●
5.10 Describe major trends, issues, goals, and initiatives taking . . .	●	●	●		●	●	●

