

## **Chapter 1 Receiving and Verifying Medication Orders**

### **Medication Order (Retail)**

- + Usually includes pre-printed information.
- + Written information MUST BE IN INK
- + Information requirements on Prescription
  - ▲ Patient's full name
  - ▲ Date of Issue
    - Prescriptions are valid for 1 year since date of issue
    - Schedule II drugs prescriptions are valid for 6 months or less
    - **Schedule II drugs must be filled within 3 days of prescribing**
  - ▲ Name and Title of prescriber
    - Acceptable Prescribers: MD, DO, OD, DDS, DVM, PA, Nurse Practitioner.
  - ▲ DEA number (for controlled substances)
  - ▲ Name of Drug prescribed
  - ▲ Strength (usually in mg or ml) and dosage form
  - ▲ Quantity of drug being dispensed
  - ▲ Instructions for Dosage (SIG) (**Study Symbols, Abbreviations, and Shorthand on website**)
  - ▲ (Optional) Instructions for labeling
  - ▲ Signature of prescriber in INK (NO STAMPS)
  - ▲ Authorization for generic substitute or Dispense as Written (DAW)
  - ▲ Refill information
  - ▲ (Rare) Preparation Instructions
  - ▲ **SCHEDULE II Drug patient information requirements:**
    - **Address and Phone #**
    - **Age/DOB**
    - **Allergies and concurrent meds**
    - **Insurance coverage (self-pay/copay/etc...)**
- + Verification of DEA number:
  - ▲ A/B/C/D/Etc assigned to MD,DO,DDS,OD
  - ▲ M assigned to midlevel practitioners (PA, Nurse Practitioner)
  - ▲ T assigned to trainee
  - ▲ The second letter is the first letter of the prescriber's last name.
  - ▲ (sum of odd-numbered digits) + 2(sum of even-numbered digits) = (last number should match the 7<sup>th</sup> number of DEA number)
- + Refill Requests
  - ▲ Drugs other than schedule II drugs can be refilled over the phone
  - ▲ Schedule III-IV have specific refill spacings
  - ▲ Schedule II drugs don't allow refills.
- + Prescriptions for Schedule II drugs
  - ▲ Triplicate forms (DEA, Prescriber, Pharmacy) (**STUDY FORMS ON WEBSITE**)
  - ▲ Prescription may not have errors or write overs
- + DON'Ts
  - ▲ No refill authorizations without prescription

# National Pharmacy Tech Study Guide

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**Certification Exam Review for Pharmacy Technicians** Cheryl Aiken,2017 This textbook aligns with the nine knowledge domains identified by the national Pharmacy Technician Certification Board PTCB in developing the blueprint for the new Pharmacy Technician Certification Exam PTCE Students learn study and test preparation tactics and tips for passing a high stakes exam      Pharmacy Technician Certification Exam Review Lorraine Zentz,2011-03-29

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**Certification Review for Pharmacy Technicians** Noah Reifman, 2011-12-09 Certification Review for Pharmacy Technicians has been recognized as the best review text for the PTCB's National Certification Exam by pharmacy technicians nationwide. But don't take our word for it; here's what just a few pharmacy technicians and educators have to say. I am a certified pharmacy technician and an instructor at the Central Arizona College Pharmacy Technician Program. I have prepared all of our technicians for the national certification exam with the text Certification Review for Pharmacy Technicians by Noah Reifman. It is by far the best study guide available to prepare for the PTCB exam. Myela Fox, CphT, Banner Home Care. I am a Pharmacy Technician Instructor at Stark State College and Wayne College in Ohio. Certification Review for Pharmacy Technicians written by Noah Reifman, RPH, MS, changed fear into confidence for the PTCB exam. The text is written in a reader-friendly fashion yet very detail-oriented. It made the difference for my students. Janice Norcia, Sprankle Pharmacy Technician Instructor. I found the review text Certification Review for Pharmacy Technicians to cover all topics needed to pass the national certification exam. I passed the exam with this review book and have personally recommended it to many technicians taking the exam. Written by a pharmacist who really cares about technicians and their future. Kelly Fash, CphT. With over 100,000 texts sold, Certification Review for Pharmacy Technicians has an overall greater than 96% pass rate.

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