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# PHARMACY TECH PREP ONLINE EMPLOYER-BASED TRAINING PROGRAM



## What is the Pharmacy Tech Prep (PTP) Online Employer-based Training Program?

PTP is a training program approved by the Michigan Board of Pharmacy and administered by Pharmacy Services Inc. (PSI) that allows individuals to acquire on-the-job training to gain the knowledge and skills necessary to achieve certification and licensure by completing the Pharmacy Technician Certification Board (PTCB) examination. While enrolled in the PSI training program, individuals are exempt from the licensure requirements that are typically expected of pharmacy technicians under the Michigan Public Health Code.

## Why use a Board-approved Program?

Programs that have been approved by the Board of Pharmacy exempt individuals from the licensure requirement to practice in a pharmacy as a technician as long as they are enrolled in the program. This is useful for individuals who may be looking into becoming a pharmacy technician as a new career or who may be attending a collegiate or technical program to become a pharmacy technician.

Licensure as a pharmacy technician requires that an applicant pass a Board-approved examination. Individuals who complete the program's recommended training activities will be better prepared to take the PTCB certification exam than individuals who have not received any additional education or training. Furthermore, the exemption from the licensure requirement for individuals enrolled in the program allows them to apply their knowledge on-the-job under the supervision of a licensed pharmacy preceptor.

## Program Requirements

1. Didactic Requirements
  - Completion of online video modules covering the core competencies required by the state of Michigan and PTCB
  - Completion of a competency examination based on content covered in the online video modules and the Pharmacy Certified Technician (PCT) Training Manual and Calculations Workbook.
  - Completion of any additional site-specific modules and examinations
2. Experiential Requirements
  - Completion of 1,000 hours of experiential training under the supervision of a licensed pharmacist preceptor.
  - Completion of specific competencies under the supervision of a licensed pharmacist preceptor.
3. Testing Requirement
  - Completion of the program requires the passage of the certification exam administered by PTCB

## Program Components

All individuals who enroll will receive copies of the education materials for the program as well as a recommended learning schedule. Educational materials supplied by the program include Michigan Pharmacists Association's PCT Training Manual, the supplementary PCT Calculations Workbook and complete access to all components of the Pharmacy Tech Prep Online training package. As part of the training program, it is recommended that participants log a minimum of 1,000 hours of on-the-job experience under the supervision of a licensed pharmacist preceptor, but this requirement may be altered by employers utilizing the program as they see fit. The training program is concluded when the applicant successfully completes the PTCB examination and acquires a pharmacy technician license. Please note that the cost to take the PTCB examination is not included with enrollment in the PTP program.

## Pricing

Pricing is based upon the number of individuals enrolled in the program at a given time. Companies seeking to utilize the PSI program on an ongoing basis may obtain “preferred provider” status, which represents a commitment to purchase the number of enrollments necessary to qualify for a bulk discount. If a pharmacy enrolls as a PSI preferred provider at a given tier, the pharmacy will pre-pay for the amount of enrollments they anticipate utilizing within the calendar year. Providers that reach the number of enrollments to graduate to the next tier will automatically begin receiving discounts on future enrollments, but any discounts will not apply to enrollments that have been purchased previously.

<b>Preferred Provider Tier</b>	<b>Number of Enrollments</b>	<b>Price Per Enrollee</b>
-	1-10	\$185
1	11-20	\$165
2	21-30	\$145
3	31-50	\$125
4	51+	\$100

## Frequently Asked Questions

1. *How do individuals enroll in the PTP online training program?*

Enrollment in the PTP Online Employer-based Training Program is done through the pharmacy where individuals are employed and will be receiving on-the-job training. Pharmacies participating in the program register individuals using PSI’s registration form accessible at [PSI.solutions/techpreponline](https://www.psi-solutions.com/techpreponline). After registration has been processed, employers will be issued a certificate verifying the enrollment of their employees in the program as well as usernames and passwords to allow their employees to complete the online training modules. Note: Individuals who are current members of MPA will be able to access the training modules using existing MPA website usernames and passwords.

2. *Are there age or educational requirements to enroll in the program?*

Although licensure through the state of Michigan requires a high school diploma or GED, there are no restrictions in terms of education or age for those seeking to enroll in a Board-approved training program. If an individual is working toward a high school diploma or GED, they may be enrolled in PTP while pursuing their educational requirements for licensure.

3. *How long are individuals allowed to be enrolled in the program?*

Registration with the PTP Online Employer-based Training Program is valid for one year, although the recommended requirements can be completed in as little as six months when working full time. An individual has not completed the program until he or she has passed the PTCB examination and acquired his or her Michigan pharmacy technician license. Once the program participant is licensed, the participant may submit the issued Michigan license number to PSI and be issued a certificate of completion for the PTP program. If a participant does not submit their license number to PSI within one year from enrolling into the PTP program, they are automatically unenrolled and would be required to re-enroll in the program if additional time is needed to complete the training program. Past participants who would like to receive a certificate of completion may submit their Michigan license number to PSI and still receive the certificate for up to two years following discontinuation of the program. An individual may re-enroll only one time, for a total of two years in the program. They must attest that they are continuing to pursue additional education and/or their certification through PTCB.