

Work Processes Schedule

PHARMACIST ASSISTANT (MILITARY SERVICE)

RAPIDS: 0844N

O*NET/SOC: 29-2052.00

REVISION DATE: 03/2015

Assists Pharmacist in preparation and dispensing of medication. Receives and stores incoming supplies. Counts stock and records data to maintain inventory records. Processes records of medication and equipment dispensed to hospital patient. Computes charges, and records data.

Applicable Ratings/MOS

USMC MOS None

USCG HS

USN HA, HM, HN, HR

Related Instruction

Any trade related schools/courses totaling 144 hours.

Additional Requirement

Must have NEC: 8482

Total Hours: **2000**

Skill	Description	Hours
A	<p>GENERAL ADMINISTRATION</p> <p>Know and conform to pharmacy dispensing requirements and regulations. Maintain Departmental Service Index.</p>	100
B	<p>TECHNICAL ADMINISTRATION</p> <p>Prepare quality control labels. Read prescriptions to determine kind, strength, and dosage of drug to be dispensed. Receive physicians' orders for intravenous additive solutions, compute amounts of solutions and drugs to be used. Submit required pharmacy reports.</p>	200
C	<p>PATIENT SUPPORT</p> <p>Identify medications brought into pharmacy by patients. Use sound principles of patient relations at patient contact points.</p>	100
D	<p>LOGISTICS</p> <p>Receive supplies and check receipts against requisitions. Check for shortages, tampering, breakage, deterioration and expiration. Select proper storage for pharmaceuticals with special needs, i.e., refrigeration, temperature or light control. Rotate supplies, check stock level allowance and order supplies.</p>	200
E	<p>MECHANICAL MAINTENANCE</p> <p>Maintain sanitary condition of shelves, counter tops, prescription bottles, medication drawers and other equipment. Operate tablet and capsule packaging machines, liquid bottling machines and labeling machines. Maintain proficiency in operating precision balances and crimping machines.</p>	100

F	<p>SAFETY</p> <p>Conform to prescribed safety factors. Conform to standards of handling controlled substances.</p>	100
G	<p>PHARMACEUTICAL OPERATIONS</p> <p>Repackage bulk pharmaceuticals. Take pharmaceuticals from bulk storage containers and apply appropriate labels. Assemble drugs and supplies. Assemble and package drugs for distribution to patients, bins, wards, and outlying clinics. Follow standardized formulas and procedures in weighing, measuring, and mixing bulk quantities of routinely used pharmaceuticals. Must be able to recognize commonly used ingredients by color, odor, and texture. Prepare, store, and issue sterile solutions. Prepare and issue sterile solutions while applying rigid aseptic techniques in the preparation and handling of such solutions and in the sterilizing and handling of all equipment used. Involves measuring, weighing, mixing, and labeling ingredients. Set up prescriptions and orders. Determine proper amount of medication, retrieve prepackaged or unit-dosed medication, label container of medication and measure proper amount from bulk container into small container. Pharmacist performs final check.</p>	1200