

Pharmacy Assistant (PhA)

The Pharmacy Assistant diploma program at triOS is 32 weeks. It includes a 6-week internship. Canadians rely on pharmaceutical companies to deliver high quality service when it comes to dispensing prescriptions. Pharmacy assistants are an essential part of the functionality of these companies, and ensure that daily operations are carried out smoothly.

The Pharmacy Assistant diploma program at triOS provides you with the skills you need to become a highly sought after Pharmacy Assistant. You will be trained extensively in the language of medicine, the science of compounding medication mixtures, the roots of pharmacy practice and other key areas. The program comes complete with a 6-week internship and classrooms that simulate real-world pharmacies.

Program Benefits

- ✓ Half Day Classes
- ✓ CPR/First Aid Training
- ✓ Pharmacy Software Training
- ✓ Job Placement Assistance

Here's a look at some of the courses included in this program:

Preparatory Studies

Student Success Strategies, Digital Literacy for Professionals, Career Planning & Preparation, CPR and First Aid

Anatomy, Physiology & Terminology

Overview of the foundations of the language of medicine

Pharmacy Math, Compounding, Law & Ethics

Math concepts as it relates to medication dosages, compounding medication mixtures, Federal and Provincial Acts that govern the practice of pharmacy

Retail Pharmacy Practice & Pharmacy Software

Overview of the retail practice of pharmacy and hands-on training with Telus Health's Kroll software

Pharmacology

Origins and evolution of drugs, major classes of drugs, chemotherapy, nutritional and OTC patient-self-selection drugs



Employment and Wage Outlook for Careers in this field:



Employment Rate based on 2022 contactable triOS graduates employed in a related field within 12 months.

Source: workingincanada.gc.ca

NOC Code: 3414/33103 - **Wage data rounded down to the nearest dollar. Average wage doesn't reflect the starting salary but represents the middle value between lowest to highest wages. Local (or regional) income may vary. Last updated in Jan 2024.

Career Opportunities

Pharmacy Supply Assistant

Dispensary Assistant

Pharmacy Assistant

Clinic Assistant

Drug Safety Coordinator

Employers Who Have Hired triOS Grads



Other Employers Include:

- Canadian Integrated Health Services
- UltraMed Pharmacy
- Spectrum Healthcare
- Home Instead Senior Care

“It was a tough run. I was working full time and attending school full time. I loved going to school. I looked forward to it every day. It was relaxing compared to work. My teacher was an inspiration, and she kept me motivated. School was great! I know work full time at a pharmacy.”

-Cheryl O.,

triOS College Pharmacy Assistant Graduate

Pharmacy Assistant

NOC Code: 3414/33103

Diploma Program Length:

32 Weeks

Student Success Strategies
Digital Literacy for Professionals
Career Planning & Preparation - Level 1 **4 Weeks**

Anatomy, Physiology, and Terminology **4 Weeks**

Pharmacy Mathematics
Pharmacy Compounding
Pharmacy Law and Ethics **8 Weeks**

Pharmacology **4 Weeks**

Retail Pharmacy Practice
Pharmacy Software **4 Weeks**

First Aid and CPR **1 Week**

Career Planning and Preparation - Level 2 **1 Week**

Internship **6 Weeks**

Keyboarding – Continuous learning throughout program

Program highlights include:

- Registered and approved diploma
- Career Service
- Job search assistance
- Alumni program benefits

Admission Requirements:

1. Student has an Ontario Secondary School Diploma or equivalent, OR
Is 18 years of age or older on or before the program begins AND can pass a qualifying test that has been approved by the Superintendent.*
2. The approved qualifying test for this program is the Wonderlic test. A passing score for this program is 16.
3. The College admissions test for this program is the triOS College Business, Legal & Healthcare Entrance Exam. A passing score for this program is 60%.

*Applicants from other Canadian provinces must be at least 19 years of age and a minimum of 1 year out of high school by the program start date and successfully pass an academic achievement test.

International Students: Please contact us for more detail regarding admissions requirements.

Accreditation Policy:

Like all post-secondary institutions in Ontario, triOS College reserves the right to accept or deny advanced standing into its programs.

Note:

In order to continuously improve our programs, triOS College reserves the right to modify programs at any time. Program delivery order may vary depending on the program start date. This diploma program may not be available at all campuses. The program may have additional reading weeks, depending on the start date.

You can find our Key Performance Indicators (graduation rate, employment rate, etc.) at www.triOS.com/kpi.

Course Descriptions:

Student Success Strategies

This course stresses the importance of developing non-technical skills to enhance personal, academic, and career success. This includes understanding learning styles and honing practical study skills, such as memory, reading, note- and test-taking techniques. Personal exercises will focus on teamwork, setting goals, and maintaining a positive attitude. Techniques for managing change, stress, and conflict will also be explored.

Digital Literacy for Professionals

This course introduces students to the fundamental concepts and principles of learning and working in a digital environment. This course will cover the following elements: using devices and handling information, creating and editing information, communicating and collaborating, and being safe and responsible online.

Career Planning & Preparation – Level 1

This module introduces you to and provides practice in using the tools required for a successful job search. Concepts covered in this module will help you maintain a career-focused approach throughout your studies so that you are better prepared to conduct a job search after graduating. Specifically, you will learn how to identify your soft and hard skills and how to articulate your abilities in a clear and concise Elevator Pitch that will appeal to employers and resonate with industry contacts. You will learn about the job search resources available to you including using career websites, creating LinkedIn profiles, accessing the “hidden” job market, and networking. You will examine sample résumés and cover letters and begin the process of creating your own professional résumés and cover letters that align with current conventions for content, organization, and formatting. You will also learn about the role of references, thank you letters, workplace philosophies, and strategies for success including maintaining a professional image and using proper etiquette when communicating with potential employers and industry contacts.

Anatomy, Physiology and Terminology

This course will introduce the foundations of the language of medicine and will develop medical vocabulary through the study of the structure and functions of the major body systems. Topics include medical terminology; general body organization; and the skeletal, muscular, cardiovascular, lymphatic, immune, respiratory, digestive, urinary, nervous (including special senses and psychiatric disorders), integumentary, endocrine, and reproductive systems.

Pharmacy Math

This course begins with a review of basic mathematics and its application to pharmacy calculations. Mathematics used in retail pharmacies, namely: business math; prescription pricing; and calculating medication dosages, are studied in this course. In order to prepare the student for a wide range of pharmacy settings, calculations used in specialized and institutional pharmacies are also discussed.

Pharmacy Compounding

This course is an introduction to drug preparation and dosage forms. Students will gain an understanding of ingredients used in preparing pharmaceutical products. Students will gain knowledge and hands-on experience in non-sterile compounding. This course involves the application of both pharmacy math and pharmaceutical abbreviations in the compounding and dispensing of medications.

Pharmacy Law & Ethics

This course offers students the opportunity to learn about both Federal and Provincial legislation that governs pharmacy in Canada today. A solid understanding of jurisprudence (pharmacy law) is essential for pharmacy Assistants to perform well in the field of pharmacy. The Ontario Drug Benefit Act as it relates to pharmacy and third party billings will be discussed in detail. This course will also introduce students to ethical concerns that are becoming increasingly important in pharmacy and health care in general.

Retail Pharmacy Practice

This course will introduce students to the roles and responsibilities of Pharmacist and Pharmacy Assistants. It will also teach students the procedures to prepare and dispense medications, which include prescription interpretation skills, billing and inventory as well as medication safety. This course also addresses professionalism, work ethics and communication in the workplace.

Pharmacy Software (Kroll)

This course provides instruction and hands on training with Telus Health's Kroll, one of the leading computerized dispensary systems in the pharmacy industry. Students will be required to: enter patient, prescription and doctor information; generate labels; and practice accurately and efficiently filling prescriptions by selecting the correct medication. Pharmacy reports will also be generated using Kroll in order to give students the pharmacy software experience necessary to enter the workplace with confidence.

Pharmacology

This course provides an introduction to pharmacology. Topics include classes of drugs and drugs within each class; basic principles of drug pharmacology; drug absorption, distribution, metabolism and excretion; therapeutic and toxic effects; endogenous and exogenous substances; effects of drugs on behavior, cognition and emotions; CNS and PNS studies; neurons and neurotransmitters; liver diseases, GI tract absorption disorders related to drug use; blood brain barrier; first pass metabolism and dose-response relationship. On completion of this course the student will have gained a foundational understanding of the basic principles of drug pharmacology with emphasis specific to pharmacokinetics and pharmacodynamics.

First Aid and CPR

Upon successful completion of this course, students will achieve the St. John's Ambulance Standard Level First Aid and Level C CPR.

Career Planning and Preparation – Level 2

This module builds on concepts and skills introduced in the Career Planning and Preparation Level 1 module. In this subsequent module, you will update and refine your résumé and LinkedIn Profile. You will continue writing cover letters and learn the value of customizing cover letters to specific job postings. You will have the opportunity to apply this knowledge as you conduct a job search and write a cover letter tailored to an ideal job post. Through research, you will create a list of top employers and target current industry opportunities. You will learn about current methods for applying to job postings using technology. You will also gain an understanding of the job interview process, typical interview questions and possible responses, and expectations of both the interviewer and interviewee. In addition, you will engage in practical application of the interview process through role-play. Topics such as negotiating salary, self-management, and on-the-job success for placements and post-graduate employment will be also covered.

Internship

At the successful completion of the classroom hours of this program, students will be placed in a 200-hour internship at an outside organization. Students will have the opportunity to apply their new and developed skills in a real-world environment. Host sites include retail and community pharmacies.