

# Program Information

## Pharmacy Technician

2025/2026

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| <b>Program Overview</b>         | The Pharmacy Technician Diploma program prepares students to work collaboratively with pharmacists and other healthcare professionals in various pharmacy practice settings. The curriculum is designed by specialized pharmacy experts to reflect the current scope of practice and emerging healthcare trends and technologies. It focuses on the core competencies of everyday pharmacy technician practice and aligns with the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) Accreditation Standards. |
| <b>Area of Study</b>            | Health & Human Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Credential</b>               | Diploma                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Program Length</b>           | 2 Years   Full time (22 months)<br><br>Students in this program can expect to attend classes for 10 months, followed by a 2-month break, and then another 10 months of study. This excludes student success weeks and holidays.                                                                                                                                                                                                                                                                                             |
| <b>Delivery</b>                 | In-Classroom<br><br>This program is primarily taught in person during full-day sessions, with less than 10% of course content delivered online.                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Work-Integrated Learning</b> | 13-week practicum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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| <b>Accreditation</b>                  | <p>The MITT Pharmacy Technician Program has been awarded Accreditation Status by the Canadian Council for Accreditation of Pharmacy Programs from January 1, 2023, to June 30, 2028.</p> <p>Given the forthcoming closure of MITT operations, the Canadian Council for Accreditation of Pharmacy Programs has formally approved the transfer of the program's accreditation to RRC Polytechnic to ensure program continuity and to maintain a high-quality educational pathway in Manitoba.</p> |
| <b>Open to International Students</b> | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>CIP Code</b>                       | 51.0805                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

## Career Outcomes

- Community pharmacies
- Hospitals
- Health insurers
- Pharmaceutical companies, suppliers, and wholesalers

## All Courses

| Course Name                                                  | Description                                                                                                                                                                                                                        | Hours    |
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| Intra- and Interprofessional Learning Experiences I (PT-105) | In this course, students learn with, from and about other healthcare disciplines in simulated environments. Through a variety of intra- and interprofessional experiences, students practice communication and collaboration while | 21 hours |

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|                                                        | applying the principles of patient-centred care and promoting the role of the pharmacy technician.                                                                                                                                                                                                                                                                                                                                                                                                                                                                |          |
| Introduction to Pharmacy Practice (PT-110)             | This course introduces the principles of pharmacy practice and patient-centered, outcome-focused care. It also defines the roles of the pharmacy, the pharmacist, the pharmacy technician, and the pharmacy assistant in the health care system. Students study basic pharmacy workflow, Latin abbreviations, and the principles of evidence-based medicine. Time is spent learning about information sources and retrieval and evaluation of reliable health information. Students also study factors affecting patients' experiences in the health care system. | 84 hours |
| Introduction to Microbiology (PT-115)                  | This course is a survey of the biology of microorganisms with an emphasis on bacteria. Topics include microbial diversity, structure, metabolism and reproduction. Concepts in medical microbiology are also introduced, including transmission of disease, epidemics and pandemics, and the control of microbial growth.                                                                                                                                                                                                                                         | 42 hours |
| Communication Skills for Pharmacy Technicians (PT-120) | This course helps students develop the skills needed for communicating with the public, coworkers, and other health care professionals. Basic communication techniques in verbal, non-verbal, written and electronic communication are covered. Students explore their own communication styles and how to adapt them to various situations. Knowledge and skills that develop nonjudgmental,                                                                                                                                                                     | 84 hours |

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|                                                   | empathetic and respectful communication with diverse populations are central to this course.                                                                                                                                                                                                                                                                                                                                                                                |          |
| Pharmaceutical Calculations I (PT-130)            | This course is designed to give students a review of foundational mathematical concepts and the ability to perform with confidence any mathematical computation encountered by a pharmacy technician. Topics include a basic mathematics review, systems of measurement and conversions. Students also learn about drug product labels and practice oral and injectable dosage form calculations and those adjusted for special patient populations and treatment regimens. | 84 hours |
| Pharmaceutical Calculations II (PT-140)           | This course builds upon Pharmaceutical Calculations I and introduces more advanced calculations for the pharmacy technician, including those related to prescription pricing, third-party insurance payments, extemporaneous compounding and injectable medication administration.                                                                                                                                                                                          | 84 hours |
| Human Body Systems and Disease States I (PT-150)  | This is the first part of a two-part series of courses. This course covers the basics of medical terminology, anatomy and physiology of various human body systems and provides an introduction to the pathophysiology of various diseases and conditions.                                                                                                                                                                                                                  | 84 hours |
| Human Body Systems and Disease States II (PT-160) | This course builds on the content of Human Body Systems and Disease States I by exploring the remaining body systems and common diseases and conditions of each.                                                                                                                                                                                                                                                                                                            | 42 hours |

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| Culture and Diversity in Canadian Society (PT-170) | This course provides a basic introduction to historical and contemporary influences on culture and diversity in Canada to help students develop intercultural competence. Topics include multiculturalism, inequality, social justice, challenges faced by minority groups, social change, legislation and Canadian workplace culture.                                                                    | 42 hours |
| Computer Usage (PT-175)                            | This course introduces students to the basic functions and uses of applications such as Excel, OneDrive, Outlook, PowerPoint and Word. Students explore using these programs and are given opportunities to prepare assignments using each.                                                                                                                                                               | 24 hours |
| Pharmacy Law and Ethics I (PT-180)                 | This course is designed to give students a basic understanding of the laws and ethics that apply to the practice of pharmacy. Students study relevant legislation, regulations, by-laws and standards and their applications to pharmacy practice. Roles, responsibilities and scope of practice of various pharmacy personnel be highlighted. The basics of ethical decision making are also introduced. | 84 hours |
| Community Pharmacy Practice I (PT-190)             | This course introduces students to the practice of pharmacy in community settings. Students learn about dispensary workflow, maintaining patient profiles, processing and preparing prescriptions, third party agreements, drug product storage and regulatory guidelines as they apply to community pharmacy practice in Manitoba.                                                                       | 42 hours |

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| Community Pharmacy Dispensing Laboratory I (PT-200)           | This course is designed to complement what is learned in Community Pharmacy Practice I. Students use community pharmacy resources, supplies and pharmacy management software in interactive and non-interactive community pharmacy simulations.                                                                                                                                                                                                                                                 | 84 hours |
| Intra- and Interprofessional Learning Experiences II (PT-205) | In this course, students learn with, from and about other healthcare disciplines in simulated environments. Through a variety of intra- and interprofessional experiences, students practice communication and collaboration while applying the principles of patient-centred care and promoting the role of the pharmacy technician.                                                                                                                                                           | 21 hours |
| Institutional Pharmacy Practice (PT-210)                      | This course introduces students to the practice of pharmacy in institutional settings. Students study the organization of health care provision in the province, pharmacy's role within the health care system and practices and procedures unique to hospitals and long-term care facilities. Other topics include systems of drug distribution and the roles of the technician within them, automation and technology using in drug distribution, inventory management and recording keeping. | 42 hours |
| Institutional Pharmacy Dispensing Laboratory (PT-220)         | This course is designed to complement the material learned in Institutional Pharmacy Practice. Students perform product preparation, documentation, and inventory management tasks using a blend of manual equipment, automation, software, and traditional methods.                                                                                                                                                                                                                            | 84 hours |

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|                                        | Simulation activities in this course include those related to product preparation and distribution, inter- and intra-professional interactions, patient interactions, and emergency preparedness. Emphasis is placed on systematic practices to perform final product verification.                                                                                                                                                                                                                           |          |
| Health Care Training Seminar (PT-221)  | <ul style="list-style-type: none"> <li>• Emergency First Aid and Health Care Provider (HCP) CPR (Level C)</li> <li>• VPP</li> <li>• WHMIS</li> <li>• PHIA</li> </ul> <p>This seminar is comprised of a series of sessions designed to provide students with foundational skills and knowledge for a career in health care. Students receive certification in emergency first aid and CPR, violence prevention, Workplace Hazardous Materials Information System, and the Personal Health Information Act.</p> | 12 hours |
| Keyboarding Seminar (PT-222)           | This seminar introduces students to the basics of keyboarding technique, beginning with proper posture and positioning at the keyboard and progressing through developing accuracy and speed in keyboarding.                                                                                                                                                                                                                                                                                                  | 12 hours |
| Practicum Preparation Seminar (PT-223) | This seminar is designed to prepare students for work practicum experiences. Students learn about the practicum placement, monitoring and evaluation processes; the roles of the student, preceptor, site, and clinical instructor; trouble-shooting common practicum issues; making the most of the practicum experience; when and how to escalate issues; the content and structure of the                                                                                                                  | 6 hours  |

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|                                                     | evaluation forms; and how to prepare for the start of the practicum.                                                                                                                                                                                                                                                                                                                                                                                                                                                      |          |
| Student Success Strategies (PT-224)                 | This seminar introduces students to fundamental strategies to improve their success in a post-secondary program of study. Students learn skills and tools for effective note taking, textbook and technical reading, and metacognition. Additionally, students explore effective ways to learn and retain new material as well as strategies for successful test- and exam-taking. Research skills and evaluation of resources are also highlighted. Particular focus is given to time- and stress management strategies. | 12 hours |
| Pharmacy Calculations Zero Tolerance Tests (PT-226) | Accurate, reliable, error-free pharmacy calculations are vital to the delivery of safe and effective therapy to patients. This series of tests is designed to assess students' competence and proficiency in pharmacy calculations and their readiness for practice.                                                                                                                                                                                                                                                      | 6 hours  |
| Career Preparation Seminar I (PT-227)               | This seminar is comprised of a series of sessions designed to help students prepare for securing employment upon graduation from the program. Students study techniques for job searching and preparing cover letters and resumes and are given the opportunity to practice job interview skills.                                                                                                                                                                                                                         | 9 hours  |
| Career Preparation Seminar II (PT-228)              | This seminar is comprised of a series of sessions designed to help students prepare for securing employment upon graduation from the program. Students study techniques for job searching and                                                                                                                                                                                                                                                                                                                             | 15 hours |

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|                                              | preparing cover letters and resumes and are given the opportunity to practice job interview skills.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |
| Community Pharmacy Work Practicum I (PT-230) | The MITT Pharmacy Technician Community Practicum is a preceptor-led placement where students work with an appointed pharmacy technician and/or pharmacist in a community pharmacy setting. It offers students the opportunity to gain industry-relevant experience and build on their technical skills while increasing confidence, employability and job readiness. Practicum is an unpaid, work-integrated learning component of MITT technical training. Taking place at the end of the first year of the program, this rotation in a community pharmacy sees students work in the role of a pharmacy assistant to experience basic functions of community pharmacies and begin integrating into the workplace. Focus is placed on observation, analysis and documentation related to medication incidents. | 80 hours |
| Community Pharmacy Practice II (PT-300)      | This course builds upon the foundational concepts and knowledge introduced in Community Pharmacy Practice I and Community Pharmacy Dispensing Laboratory I with a focus on the scope of practice of pharmacy technicians working in community pharmacy settings. Students learn about the role of the pharmacy technician in areas such as inventory management, medical device education, final product verification, and intra- and interprofessional communication.                                                                                                                                                                                                                                                                                                                                         | 42 hours |

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| Pharmacy Law and Ethics II (PT-305)                     | This course is a continuation of Pharmacy Law and Ethics I in which students build upon the foundations gained in the earlier course. Case studies and simulations are used to apply relevant legislation and ethical principles. Additional topics include identification and management of unusual patterns of drug distribution, ethical principles and the bases of ethical decision-making.                                                                                                                                                 | 24 hours |
| Community Pharmacy Dispensing Laboratory II (PT-320)    | This course builds upon the skills acquired in Community Pharmacy Practice I and Community Pharmacy Dispensing Laboratory I and is designed to complement the material learned in Community Pharmacy Practice II. Students continue to demonstrate the knowledge, skills and abilities gained in previous courses. Particular emphasis is placed on interactive and non-interactive simulations specific to the scope of pharmacy technicians in Manitoba, including verbal orders, medical device demonstration and final product verification. | 84 hours |
| Non-Sterile Extemporaneous Product Preparation (PT-330) | This course introduces students to the fundamentals of non-sterile product preparation at the community and institutional level. Students learn about various dosage forms and their active and inactive constituents and the influences of chemical and physical properties on product preparation. Policies and procedures governing extemporaneous product preparation in Manitoba and Canada are introduced. Other topics                                                                                                                    | 42 hours |

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|                                                                    | include product stability and record keeping.                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |
| Non-Sterile Extemporaneous Product Preparation Laboratory (PT-340) | This course complements Non-Sterile Extemporaneous Product Preparation and provides students with practical experience in utilizing laboratory equipment and preparing a variety of extemporaneous compounds, including powders, solutions, suspensions, elixirs, capsules, creams, ointments and suppositories, while applying principles of USP General Chapter <795>, Good Manufacturing Practices and Model Standards for Pharmacy Compounding of Non-sterile Preparations. | 84 hours |
| Sterile Extemporaneous Product Preparation (PT-350)                | This course introduces students to fundamental concepts in sterile product preparation, including principles of parenteral product preparation; aseptic technique; use and maintenance of equipment; and sources and consequences of contamination.                                                                                                                                                                                                                             | 42 hours |
| Sterile Extemporaneous Product Preparation Laboratory (PT-360)     | This course complements Sterile Extemporaneous Product Preparation to prepare students to work in an aseptic environment and prepare sterile products, including parenteral medications. Students apply principles of USP General Chapters <797> and <800>, Model Standards for Pharmacy Compounding of Non-hazardous Sterile Preparations and Model Standards for Pharmacy Compounding of Hazardous Sterile Preparations.                                                      | 84 hours |

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| Pharmacology for Pharmacy Technicians I (PT-370)             | This course exposes students to basic concepts of pharmacology as well as the major medications and medication classes used in health care and their applications to relevant diseases and conditions. Students review and use pertinent anatomy, physiology, pathophysiology and medical terminology.     | 84 hours  |
| Pharmacology for Pharmacy Technicians II (PT-380)            | This course is a continuation of Pharmacology for Pharmacy Technicians I and provides an understanding of additional medications and medication classifications.                                                                                                                                           | 84 hours  |
| National Qualifying Examination Preparation Seminar (PT-385) | The goal of this seminar is to prepare students for the national qualifying examination. These sessions incorporate self-assessment to help students prepare a personal study schedule and exam-taking tips and strategies. Students also participate in written and practical examination simulations.    | 30 hours  |
| Medication Safety and Risk Management (PT-390)               | This course examines the nature of medication incidents and how they occur. Students learn about risk awareness in terms of patients, the public and self. Different types of medication errors and incidents are discussed and particular focus is placed error prevention and safe medication practices. | 42 hours  |
| Community Pharmacy Work Practicum II (PT-400)                | The MITT Pharmacy Technician Community Practicum is a preceptor-led placement where students work with an appointed pharmacy technician and/or pharmacist in a community pharmacy setting. It offers students the opportunity                                                                              | 200 hours |

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|                                                       | <p>to gain industry-relevant experience and build on their technical skills while increasing confidence, employability and job readiness. Practicum is an unpaid, work-integrated learning component of MITT technical training. Taking place in the second year of the program, this rotation in a community pharmacy sees students work in the role of a pharmacy technician to apply their classroom knowledge and hone their technical skills prior to formal entry into the workforce. This Work Practicum is a capstone component of this program and an integral pathway to transition students from the MITT learning environment to the workplace.</p>                                                                                                                                                 |                  |
| <p>Institutional Pharmacy Work Practicum (PT-410)</p> | <p>MITT Pharmacy Technician Institutional Practicum is a preceptor-led placement where students work with an appointed pharmacy technician and/or pharmacist in an institutional setting. It offers students the opportunity to gain industry-relevant experience and to build on their technical skills while increasing confidence, employability and job readiness. Practicum is an unpaid, work integrated learning component of MITT technical training. Taking place in the second year of the program, this rotation sees students work in the role of a pharmacy technician to apply their classroom knowledge and hone their technical skills prior to formal entry into the workforce. This Work Practicum is a capstone component of this program and an integral pathway to transition students</p> | <p>210 hours</p> |

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|                                                             | from the MITT learning environment to the workplace.                                                                                                                                                                                                                                                                                                                     |          |
| Drug Names Tests<br>(PT-412)                                | Knowledge of generic and proprietary medication names is essential to efficient and effective work as a pharmacy technician. These tests are designed to assess students' recall of generic and proprietary product and medication names in preparation for application in pharmacy practice.                                                                            | 12 hours |
| Final Product Verification Zero Tolerance Tests<br>(PT-413) | Performing final product verification is a fundamental role of the pharmacy technician in many different pharmacy practice settings. Accurate, reliable, error-free checks are essential for the protection of patients. This series of tests is designed to assess students' competence and proficiency in final product verification and their readiness for practice. | 6 hours  |