

<b>POSITION TITLE:</b> <b>PHARMACY TECHNICIAN – COMPLIANCE PHARMACY TECHNICIAN BACK-UP</b>			
<b>POSITION SCOPE:</b> <b>LOCAL</b>			
<b>Division Name</b>		<b>Company</b>	
<b>Department</b>	Pharmacy	<b>Reports To</b>	<b>Pharmacy Technician Manager</b>
<b>FLSA Status</b>	NON-EXEMPT	<b>Supervisory Responsibility</b>	NO
<b>Travel Required</b>	LOCAL	<b>Travel Frequency</b>	Light 0-25%
<b>Date Last Updated</b>			

### Job Summary / Purpose

The Compliance Pharmacy Technician Back-up is responsible for ensuring that all areas where pharmacy products are compounded, stored, or administered in the pharmacy remain in compliance with current regulatory standards. This specialized pharmacy technician assists with the training and evaluation of all staff who prepare sterile and nonsterile compounds, monitors daily activities, and assists with compounding activities.

### Essential Key Job Responsibilities

1. Demonstrates thorough knowledge of USP chapters 795, 797, and 800, and maintains awareness of regulatory interpretation and proposed updates. Assists the Compliance Pharmacy Technician Lead with implementing strategies to achieve compliance.
2. Collaborates with the Compliance Pharmacy Technician Lead and Lead IV/Regulatory Pharmacist to set standards and guidelines to perform training, education, and evaluation of pharmacists and pharmacy technicians in nonsterile and aseptic compounding techniques in use of Closed System Drug Transfer Devices (CSTD), Sterile Laminar Airflow Workstations (LAFW), Compounding Aseptic Isolators (CAI), Biological Safety Cabinets (BSC), Containment Ventilated Enclosure (CVE)/Powder Hood and other compounding equipment.
3. Assists the Compliance Pharmacy Technician Lead with required environmental and personnel testing for USP chapters 795, 797, and 800 compliance.
4. Demonstrates proficiency in department technology and information systems as they relate to the production of sterile and nonsterile compounding. Assists with educating users on compounding software systems across all compounding facilities.
5. Conducts and evaluates annual competencies for staff in all compounding areas, remediating when necessary.
6. Assists with compounding as necessary during peak activity periods, demonstrating competency with high-risk calculations and hazardous drug compounding standard processes.
7. Assists in maintaining operational compliance with The Joint Commission, Center for Improvement in Healthcare Quality (CIHQ), DEA, FDA, Board of Pharmacy rules and regulations, including recordkeeping and record retention.
8. Interacts effectively with colleagues and other members of the health care team in a professional manner to accomplish goals, including EVS, BioMed, vendors, and contracted testing companies.
9. Identify areas for improved compounded preparation efficiency.

10. Perform all duties of a pharmacy technician by maintaining appropriate knowledge and understanding of Memorial Health Care System Department of Pharmacy processes, policies and procedures as outlined during initial training and ongoing competency assessments.
11. Other duties as assigned.

#### Minimum Qualifications

<b>Required Education for Staff Job Levels</b>	<ul style="list-style-type: none"> <li>• Graduate of ASHP accredited Pharmacy Technician Program and Associates Degree or Equivalent Experience.</li> <li>• Minimum of 1 year of Hospital Pharmacy Experience</li> <li>• Minimum of 1 year full-time continuous compounded preparation work experience.</li> <li>• Certified Completion of USP 795, USP 797, and USP 800 Training through ASHP, Critical Point, NPTA, PTCB, BPTS, or equivalent within 18 months of hire.</li> <li>• Completion of required number of hours of ACPE-certified, pharmacy technician specific training in order to maintain required certifications.</li> </ul>
<b>Required Licensure and Certifications</b>	<ul style="list-style-type: none"> <li>• Board of Pharmacy Technician License. Licensure must be received within 90 days from the first day of employment.</li> <li>• National Certification (CPhT)</li> </ul>
<b>Required Minimum Knowledge, Skills and Abilities</b>	Excellent verbal and written communication, Excellent knowledge of drug names desired with the expectation of continuing education on new drugs. Excellent computer skills, including proficiency in word and excel.
<b>PREFERRED Qualifications</b>	<ul style="list-style-type: none"> <li>• <b>Minimum of 2 years Hospital Pharmacy experience.</b></li> <li>• <b>National Advanced Certification (CPhT-Adv)</b></li> </ul>

#### Age of Patients Served

<b>DOES PATIENT AGE APPLY TO ROLE?</b>	<b>ALL AGES APPLY</b>	<b>Applies</b>	<b>Infants (0-1 year)</b>	<b>Applies</b>
	<b>CHILDREN (1-12 YEARS)</b>	<b>Applies</b>	<b>Adolescents (13-17 years)</b>	<b>Applies</b>
	<b>ADULTS (18-64 YEARS)</b>	<b>Applies</b>	<b>Geriatrics (65+)</b>	<b>Applies</b>