

2016

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Pharmacy Technician

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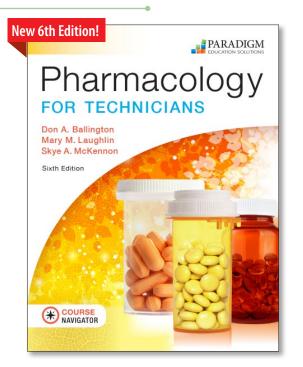
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Each text includes access to Paradigm's *Course Navigator* learning management system.



Pharmacy Technician



Pharmacology for Technicians, Sixth Edition

Don A. Ballington, Mary M. Laughlin, and Skye A. McKennon, University of Washington School of Pharmacy

© 2017 | 682 pages

As the most in-depth pharmacology text designed specifically for pharmacy technicians, this title prepares students for a career in community, institutional, and other pharmacy settings. Students will develop a basic understanding of drug classes and the mechanisms of action for many drugs. They will also gain insight into why certain drugs are prescribed for particular disease states and obtain instruction for making informed, intelligent decisions when dispensing drugs. Includes an all-new drug guide and workbook, available in print or digitally!

New to the 6th edition!

- Section in each chapter exploring complementary and alternative therapies.
- New emphasis on professionalism and soft skills incorporated throughout.
- Integration with the *Course Navigator* learning management system provides quizzes, games, and flash cards.
- The Drug Guide is now available as an app! Find out more on p. 12.

CONTENTS

Unit 1. Introduction to Pharmacology

- 1. Evolution of Medicinal Drugs
- 2. Basic Concepts of Pharmacology
- 3. Dispensing Medications

Unit 2. Major Classes of Pharmaceutical Products I

- 4. Antibiotics and Antifungals
- **5.** Therapy for Viral Infections and Immunizations
- 6. Anesthetics and Narcotics
- 7. Psychiatric and Related Drugs
- 8. Drugs for Central Nervous System Disorders
- 9. Respiratory Drugs
- Unit 3. Major Classes of Pharmaceutical Products II
- 10. Drugs for Gastrointestinal and Related Diseases
- 11. Renal System Drugs
- **12.** Drugs for Cardiovascular Diseases
- 13. Drugs for Muscle and Joint Diseases and Pain
- 14. Hormonal Disorders and Their Treatments
- 15. Topical, Ophthalmic, and Otic Medications
- Unit 4. Chemotherapy and Miscellaneous Pharmaceutical Products
- **16.** Recombinant Drugs and Chemotherapy
- **17.** Vitamins, Electrolytes, Nutritional Status, Antidotes, and Bioterrorism

Appendix A. Most Commonly Prescribed Drugs Appendix B. Top Drugs Administered in Hospitals Appendix C. Common Look-Alike and Sound-Alike Medications

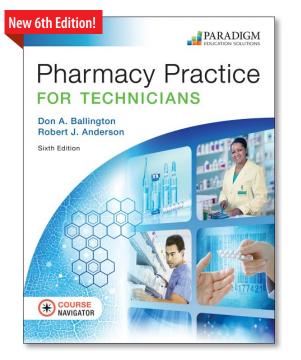
Appendix D. Medical and Pharmaceutical Abbreviations

STUDENT COURSEWARE

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Workbook	978-0-76386-781-2
eWorkbook (code via email)	978-0-76386-784-3

Instructor resources are located on the Course Navigator.

Additional packaging options available. Visit ParadigmCollege.com.



Pharmacy Practice for Technicians, Sixth Edition

Don A. Ballington and Robert J. Anderson, Mercer University

© 2017 | 780 pages

Students receive comprehensive content on pharmacy technician practice along with coverage of business operations in a community pharmacy, professionalism and ethics in the workplace, and pharmacy careers. They will gain insight on healthcare reform, pharmacology, e-prescribing, informatics, pharmacy automation systems, medication safety initiatives, innovative drug delivery systems, and medication therapy management services.

New to the 6th edition!

- New emphasis on career opportunities and technicians' significant role on healthcare teams.
- Two new chapters! Introduction to Pharmacology and Healthcare and Drug.
- Correlation with new accreditation standards and USP Chapters <795>, <797>, and <800> (on hazardous compounding).
- Integration with the Course Navigator learning management system provides online practice and study aids, including multiple-choice quizzes, calculation and certification-exam practice problems, flash cards and games for studying key terms, drug names and indications, and essential concepts.

CONTENTS

Unit 1. Principles of Pharmacy Practice

- 1. The Profession of Pharmacy
- 2. Pharmacy Law, Regulations, and Standards
- 3. Drug and Supplement Development

Unit 2. Introduction to Pharmacy Skills

- 4. Pharmacology
- **5.** Routes of Administration and Dosage Formulations
- 6. Pharmacy Measurements and Calculations

Unit 3. Community Pharmacy Practice

- 7. Community Pharmacy Dispensing
- 8. Healthcare and Prescription Drug Insurance
- 9. The Business of Community Pharmacy
- 10. Extemporaneous, Nonsterile Compounding

Unit 4. Institutional Pharmacy Practice

- **11.** Hospital Pharmacy Dispensing
- 12. Infection Control and Cleanroom Facilities
- 13. Sterile and Hazardous Compounding

Unit 5. Professionalism in the Pharmacy

- 14. Medication Safety
- **15.** Professional Performance, Communication, and Ethics
- 16. Your Future in Pharmacy

Appendix.

- Common Pharmacy Abbreviations and Acronyms Glossary
- Index

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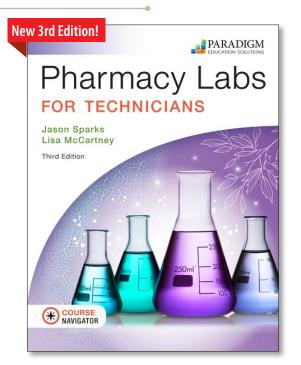
978-0-76387-084-3

Instructor resources are located on the Course Navigator.

Navigator, 6-month access

Package this title with *Pharmacy Labs for Technicians*, Third Edition for even more hands-on practice!

Pharmacy Technician



Pharmacy Labs for Technicians, Third Edition

Jason Sparks and Lisa McCartney, Austin Community College

© 2017 | 372 pages

Suitable for a stand-alone pharmacy lab course or for the lab portion of a pharmacy practice course, *Pharmacy Labs for Technicians* teaches students detailed lab procedures and skills using hands-on practice. Students learn both administrative and clinical procedures like filling prescriptions, compounding medications, and preparing sterile intravenous products.

New to the 3rd edition!

- All new, web-based guided NRx tutorials and live assessments (based on QS/1's nationally recognized pharmacy management software) give students realistic practice. Available on the *Course Navigator*.
- Five new labs align to updated model curriculum.

CONTENTS

Unit 1. Essential Pharmacy Skills

- 1. Using Drug References
- 2. Customer Service and Processing Transactions at the Cash Register
- 3. Validating DEA Numbers
- 4. Inventory Management

Unit 2. Community Pharmacy Practice

- 5. Reviewing a Patient Profile
- 6. Reviewing a Prescription Form
- 7. Reviewing a Filled Prescription
- 8. Entering Patient Data
- 9. Processing a Prescription
- 10. Processing a Refill
- **11.** Obtaining Refill Authorization
- 12. Processing Third-Party Claims
- 13. Verifying Cash Pricing
- 14. Producing an Audit Log
- 15. Medication Therapy Management

Unit 3. Institutional Pharmacy Practice

- **16.** Filling a 24 Hour Medication Cart
- 17. Filling and Checking Floor Stock
- **18.** Filling and Recording Narcotic Floor Stock
- 19. Preparing Oral Syringes
- 20. Charging and Refilling a Crash Cart
- **21.** Filling an Automated Drug Storage and Dispensing System
- 22. Processing a Medication Order
- 23. Medication Reconciliation

Unit 4. Non-Sterile Extemporaneous Compounding

- 24. Reconstituting Powders
- **25.** Filling Capsules
- 26. Preparing Suspensions from Tablets
- **27.** Preparing Suspensions from Capsules
- 28. Preparing Suspension Compounds
- 29. Preparing Creams, Ointments, Gels, and Pastes
- **30.** Preparing Lozenges

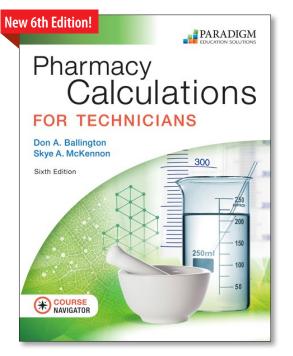
Unit 5. Aseptic Technique

- **31.** Garbing According to USP Chapter <797> Standards
- 32. Aseptic Hand Washing
- 33. Hood Cleaning
- 34. Preparing Large-Volume Parenteral Solutions
- 35. Preparing Small-Volume Parenteral Solutions
- **36.** Preparing Sterile Powder Drug Vials
- 37. Using Ampules



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Pharmacy Calculations for Technicians, Sixth Edition

Don A. Ballington and Skye A. McKennon, University of Washington School of Pharmacy

© 2017 | 350 pages

With *Pharmacy Calculations for Technicians*, students learn the essential mathematics concepts and skills pharmacy technicians use on the job. Clear, complete examples and practice problems guide students in learning the skills required for calculating and preparing drug doses in both community and institutional pharmacy settings. Students are guided step-by-step through calculation methods, including ratio and proportion, dimensional analysis, and alligation.

New to the 6th edition!

 Integration with the Course Navigator learning management system enhances student learning with end-of-chapter exercises, student-practice and instructor-controlled assessments, PowerPoints, and additional interactive activities.



CONTENTS

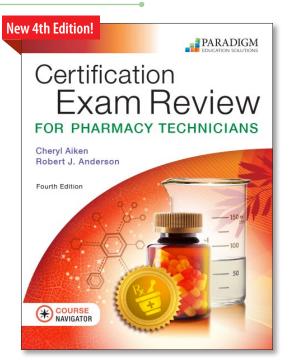
- 1. Understanding Subdivisions of Numbers, Number Systems, Estimating, and Accuracy
- 2. Using Ratios, Percents, and Proportions
- 3. Developing Literacy Skills
- **4.** Applying Metric Measurements and Calculating Doses
- **5.** Using Household Measure in Pharmacy Calculations
- 6. Preparing Injectable Medications
- 7. Preparing Intravenous Medications
- 8. Using Special Calculations in Compounding
- 9. Using Business Math in the Pharmacy
- **10.** Understanding the Apothecary System
- Appendix A. Answers to Problem Sets
- Appendix B. Additional Practice with Fractions and Percents
- Appendix C. Additional Practice with Compounding
- Appendix D. Measures and Conversions

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Pharmacy Technician



Certification Exam Review, Fourth Edition

Cheryl Aiken and Robert J. Anderson, Mercer University

© 2017 | 256 pages

This textbook aligns with the nine knowledge domains identified by the national Pharmacy Technician Certification Board (PTCB) in developing the blueprint for the new Pharmacy Technician Certification Exam (PTCE). Students learn study and test-preparation tactics and tips for passing a high-stakes exam.

New to the 4th edition!

- Integration with the Course Navigator learning management system for access to:
 - A 90-question pretest and a 50-question calculations test on weights and measures, dosages, dilution, and more.
 - A 25-question pharmacology test that covers brand and generic drugs, reactions and interactions, auxiliary labeling, OTC medications, and dietary supplements.
 - Skills Quizzes for each chapter.



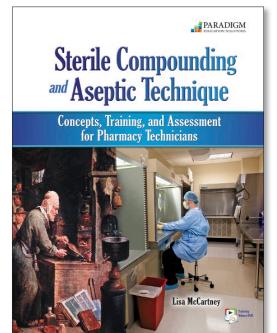
CONTENTS

- 1. The Importance of Certification and Taking a High-Stakes Test
- 2. Pharmacy Calculations and Measurements
- 3. Pharmacology for Technicians
- 4. Pharmacy Law and Regulation
- 5. Nonsterile, Sterile, and Hazardous Compounding
- 6. Medication Safety and Ethics
- 7. Pharmacy Quality Assurance
- 8. Medication Order and Entry Process
- 9. Pharmacy Inventory Management
- 10. Pharmacy Billing and Reimbursement
- **11.** Pharmacy Information System Usage and Application
- **Appendix A.** Most Commonly Prescribed Drugs **Appendix B.** Common Signs
- Appendix C. Common Drug Interactions
- Appendix D. Common Drug Misspellings and Mix-Ups

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Sterile Compounding and Aseptic Technique

Lisa McCartney, Austin Community College

© 2012 | 600 pages

This text trains students in aseptic technique and its real-world applications in a sterile compounding facility. By combining the concepts foundation of a text and the skills practice of a training manual, students will learn concepts and procedures for preparing common parenteral products through clear, step-bystep instructions and brief video demonstrations of all procedural labs.

Sterile Compounding and Aseptic Technique:

- Aligns to USP Chapter <797> guidelines.
- Bundled with brief videos to help students visualize procedures for all sterile compounding tasks and pass process validation checklists.
- Prepares students to earn ACPE certification!

CONTENTS

Unit 1. Exploring the Basics of Sterile Compounding

- **1.** Sterile Compounding as a Pharmacy Technician
- 2. The Sterile Compounding Environment
- 3. Sterile Compounding Supplies
- 4. Medication Orders and Labeling
- 5. Calculations for Sterile Compounding
- Unit 2. Compounding Sterile Preparations
- 6. Aseptic Garbing, Hand Washing, and Gloving
- 7. Cleaning the Horizontal Laminar Airflow Hood
- 8. Large-Volume Parenteral Preparations
- 9. Small-Volume Parenteral Preparations
- 10. Ampule-Based Preparations
- **11.** Narcotic Preparations
- 12. Pediatric Preparations
- 13. Total Parenteral Nutrition
- 14. Chemotherapy Products and Procedures

Appendix A. Student Answer Key for Concepts Self-Check

- Appendix B. Useful Reference Tables
- Appendix C. Resources for Chemotherapy Compounding
- Appendix D. Process Validation Checklists

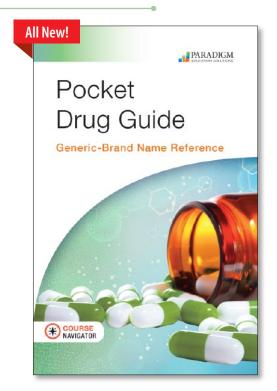
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(print and DVD)	

Pharmacy Technician



In print! Pocket Drug Guide

© 2017 | 100 pages

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Paradigm's all-new Pocket Drug Guide is now available in 3 formats.

Choose the one that works best for your students.

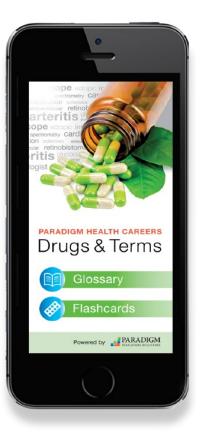
An ideal tool for students enrolled in health career courses, the *Pocket Drug Guide* provides students with a quick, convenient reference for learning generic and brand name drugs and terms. A full glossary allows students to search by generic or brand name or by common use.

Available in print or as an eBook, the Pocket Drug Guide identifies nearly 1,000 drugs and terms.

Paradigm's Health Career Drugs and Terms App identifies more than 3,000 drugs and terms. Students are able to:

- Search the terms database by drug class or body system.
- Use flashcards included in the app to review Schedule II drug classes and common medical terminology.
- Create their own flashcards to practice identifying drugs and terms.

This app also offers audio functionality to help students master pronunciation.



Previous editions of the Pharmacy Technician Series



COURSEWARE

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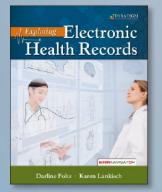


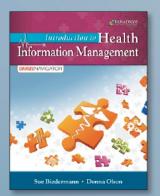
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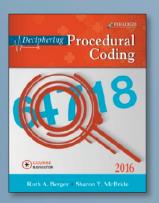
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Paradigm's Health Information Technology Series prepares students for success in the rapidly growing healthcare field.

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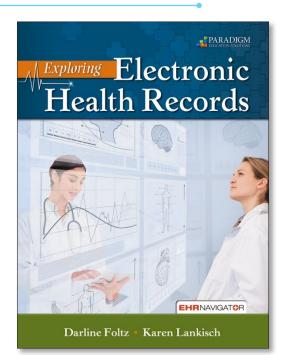
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- Strengthens your students' understanding of core HIT content through quizzes, interactive tutorials, live assessments, flash cards, and more.
- Allows instructors to assess student work, track progress, and download results!





Exploring Electronic Health Records

Darline Foltz, University of Cincinnati–Clermont College, and Karen Lankisch, University of Cincinnati–Clermont College

© 2015 | 464 pages

This up-to-date, accurate, and approachable text teaches students about electronic health records across a variety of delivery systems, making it ideal for all allied health students, regardless of their career focus. To meet the needs of different types of learners, the text includes a wealth of images and figures, plus hands-on exercises such as presentations, web research, and more.

This text includes access to the *Course Navigator* learning management system, and its *EHR Navigator* software, which provides students the experience of documenting in an authentic electronic health record.

CONTENTS

- 1. Overview of Electronic Health Records
- 2. Content of the Health Record
- **3.** Introduction to Electronic Health Record Software
- 4. Administrative Management
- 5. Scheduling and Patient Management
- 6. Privacy and Security of Health Information
- 7. HIM Roles and Functions in the EHR Environment
- 8. Clinical Inputs and Outputs
- 9. Coding, Billing, and Reimbursement
- Clinical Decision Support Systems and Quality Improvement
- 11. The Personal Health Record and the Patient Portal
- **12.** Implementation and Evaluation of an EHR System
- Appendix A. Checkpoint Answer Key
- Appendix B. Sample Paper Medical Record

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- Strengthen your students' understanding of core HIT through content quizzes, interactive tutorials, live assessments, flash cards, and more.
- Instructors can assess student work, track progress, and download results!

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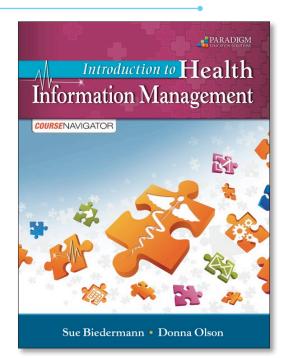
The reporting function allows students to ______ practice playing the roles of various HIM positions by pulling specific reports that are accessible to each particular role.



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Introduction to Health Information Management

Sue Biedermann, Texas State University, and Donna Olson, Collin College

© 2015 | 432 pages

Introduction to Health Information Management teaches students about HIM roles and responsibilities in both outpatient and inpatient facilities and within a variety of healthcare delivery systems, including home healthcare, long-term, rehabilitative, and behavioral care facilities. Students gain fundamental knowledge about the history of HIM, professionalism and ethics, hot topics in health care, and more. This title:

- Poses real-world scenarios students are likely to encounter in the workplace, which prepares students for careers, develops students' critical-thinking skills, and presents opportunities for class discussion.
- Includes access to the *Course Navigator* learning management system, and its *EHR Navigator* software, which provides students with the experience of documenting in an authentic electronic health record.



CONTENTS

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- 4. Health Record Purpose and Components
- 5. Health Record Organization and Storage
- 6. Information Technology in Health Care
- 7. Electronic Health Records
- 8. Legal Aspects of Health Information Management
- 9. Classification Systems and Reimbursement
- **10.** Healthcare Statistics
- **11.** Quality Management and Data Collection
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- Appendix A. Acronyms and Abbreviations
- Appendix B. Glossary

Appendix C. AHIMA Code of Ethics: Principles and Guidelines

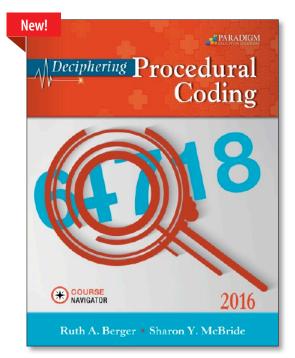
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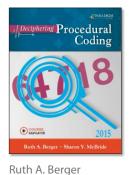
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Ruth A. Bergerr, Chippewa Valley Technical College, and Sharon Y. McBride

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- 11. Surgery Coding: Respiratory System
- 12. Surgery Coding: Cardiovascular System
- 13. Surgery Coding: Digestive System
- 14. Surgery Coding: Urinary System
- **15.** Surgery Coding: Male and Female Genital Systems, Reproductive System Procedures, Intersex Surgery, Maternity Care and Delivery, and Endocrine System
- 16. Surgery Coding: Nervous System
- 17. Surgery Coding: Eye and Ocular Adnexa and Auditory System
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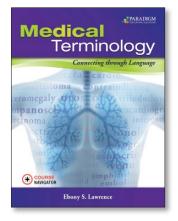
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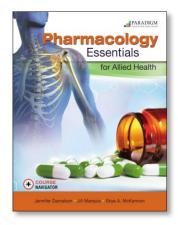
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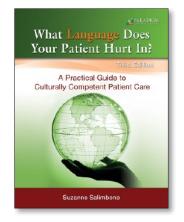
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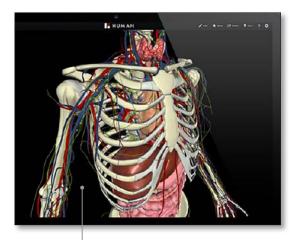


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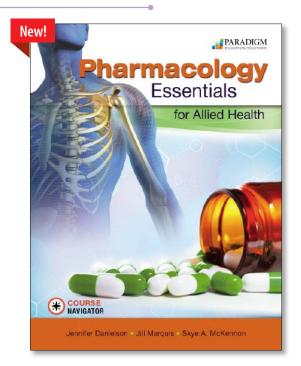
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Jennifer Danielson, University of Washington School of Pharmacy; Jill Marquis, Strategic Pharmacy Innovations; and Skye A. McKennon, University of Washington School of Pharmacy

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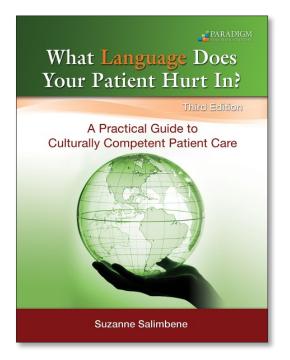
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- **12.** The Nervous System and Drug Therapy
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Suzanne Salimbene

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