



Meeting Name: Pharmacy Technology advisory Board meeting

Date & Time: October 9, 2012 6; 30pm

Campus & Room # NCTC-EGF

Committee Minutes

Attendees: Kris Fulton, Greta Strom, Ross Nygaard, Judy Swisher, Kari Renfrow, Joe Farrell, Danika Braaten

Absent: mark Dick, Jeff Zak, Jeff Theige, Emily Vonasek, Savannah Miller

Topic	Responsible Party	Discussion/Outcome
Call to order	Joe Farrell	
Minutes		Minutes are approved with no changes/corrections. Motion made by Kari Renfrow. Seconded by Kris Fulton.
Directors report	Joe Farrell	Joe Farrell talked about our progress report that will be submitted to ASHP to continue accreditation. It was also discussed that we will be up for an onsite visit in 2014.
Lab assistant report	Danika Braaten	Danika handed out an itinerary from the PTRC convention that was held in July in Charlestown, South Carolina. A major focus of this year's convention was on ASHP new model for Pharmacy Technician training programs. The board looked at some of the new requirements and discussed how we can prepare for these changes. Guideline documents will be sent out in the early part of next year. The board will revisit this issue at its spring meeting.
Student representative report		Last April there were 7 students who attended the NDPHA convention in Jamestown. In May the pharmacy club had a community awareness booth at



		NCTC offering information on how much caffeine are in the drink we are consuming. In May the Rx club had their graduation/pinning ceremony at Mama Marias in East Grand Forks. The club will be planning a 20 year anniversary gathering for all Pharmacy Technology alumni in the spring.
Advisory Board business: Curriculum New training sites approval Admissions criteria Graduation criteria Program improvement		What can we do to make the preceptors more aware of student requirements at the site? A form will be developed that will be the students responsibility to have filled out. Students will be required to fill out a request and it would need to be approved to be absent from any scheduled clinical hours and those hours will need to be made up. Greta Gustafson and Danika Braaten will work together on updating an daily evaluation form that Altru has used for its pharmacy technician students
Old business		Judy Swisher talked about how her Pharmacy Calculations class has been going since last meeting when we implemented a math pre –req for the class. She noted that she feels that the students have more of math background are understanding the concepts better with previous math background.
New business		PTCB has updated the technician certification test. The previous test was broken down into 3 areas of knowledge. The new test has 12 areas of knowledge. There has also been discussion of PTCB offering specialized certification for technicians in areas' such as Chemotherapy. More information to come.
Meeting adjourned	Joe Farrell	Meeting was adjourned at 8:35pm