

Compounding Pharmacy Technician Job Description

- Weigh ingredients correctly and process them following the provided formula worksheet specifications
- Ensure correct formula preparation according to the prescription following quality assurance guidelines
- Make sure the pharmacist on duty has confirmed the formulation in accordance to the script before starting compounding preparation
- Ensure compounds are prepared in accordance to formulation and that all relevant compounding guidelines and quality standards are maintained
- Weigh and measure suitable chemicals to prepare different kinds of compounds including suspensions, creams, solutions, ointments, capsules, and suppositories
- Package and label prepared compounds in suitable dispensing tool
- Place and confirm that the beyond use date on the patient's product label is correct
- Send prepared compound and documentation to supervising pharmacist for verification and sign off
- Ensure that all sterile products are tested following 795 & 797 requirements
- Execute quality assurance procedures on assigned randomly sampled scripts and document results following standards
- Responsible for daily cleaning and logs in accordance to established policy
- Perform daily confirmation that all equipment are working well, including capsule machines, counters, and cleaning balances
- Perform filling and unloading of the dishwasher
- Ensure all equipment, including freezer/fridge temperatures and weights on scales at work station are verified and maintained every morning

- Ensure that all relevant steps in each compound are verified with the supervising pharmacist
- Teach and mentor pharmacy technicians
- Take part in relevant training
- Take part in departmental meetings, as well as in relevant educational programs
- May be asked to handle special projects as well as perform other duties that may be assigned.