



AMERICAN SOCIETY OF HEALTH-SYSTEM PHARMACISTS

Pharmacists in health systems helping people make the best use of medications

**DOCUMENTS TO BE REVIEWED ON-SITE
FOR A PHARMACY TECHNICIAN TRAINING PROGRAM**

During your institute's site survey visit, the following documents need to be available for review by the survey team:

1. A Completed Sample Affiliation Agreement for Training Sites.
2. Completed Sample Document for Training Site Approval (e.g., checklist for on-site review).
3. Completed Student Files for at least three program graduates.
4. Student Files for current class.
5. Course outlines and materials (to include class lectures, exams, and schedules).
6. Completed student evaluation.
7. Completed student broad plan.