



Course Syllabus

NOTE: This syllabus is subject to change during the semester . Please check this syllabus on a regular basis for any updates.

Department : Nursing- Vocational

Course Title : Essentials of Medication Administration

Section Name : A9

Start Date : 08/22/11

End Date : 12/13/11

Modality : WEB-ENHANCED

Credits : 5

Instructor Information

Name : Cynthia Hill

OC Email : chill@odessa.edu

OC Phone # : 432-524-4022

Course Description

VNSG 1327 Essentials of Medication Administration (51.1613)

(2-4) 3 hours

General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement. The student will demonstrate accurate dosage calculation; discuss the principles of safe medication administration; and identify the elements of accurate documentation of medication administration. Math proficiency is determined by examination.

Prerequisites: Program Admission

Co requisits: VNSG 1327, VNSG 1260, VNSG 1505, VNSG 1502

Scans 1, 2, 3, 4, 5, 6, 9, 10, 11

Course Objectives

Upon successful completion of this course the student will be able to:

- Perform safe conversion from household measure to metric measures
 - Discuss the safe principles of safe medication administration
 - Identify the 5 rights to medication administration
 - Identify 5 essential elements in reading a medication label
 - Perform the correct calculation for medication administration
 - Demonstrated safety in the handling, preparing and administering medication
 - Demonstrate competency in the documentation of medication administration
 - Demonstrate accurate calculation of medications
-

Method of Presentation:

Lectures, demonstrations, laboratory practice, reading assignments, video, and outside projects and assignments

Professional Behavior:

Professional behavior is absolutely essential both while in the classroom and clinical setting as well as after graduation. Professional behavior expectations are clearly stated in the student handbook. If a faculty member observes consistent failure to demonstrate acceptable professional behavior by a student, the faculty will implement the process for counseling the student. Failure to respond appropriately to counseling regarding professional behavior will result in dismissal from the program.

Attendance:

Regular attendance at lecture and lab is essential and required for compliance with Board of Nursing Program requirements. Non-attendance on the part of a student may directly impact the course grade and may ultimately lead to dismissal from the program.

A student should attend all lecture and laboratory sessions. Missed lecture time will require the completion of assigned missed work beginning when student has missed 1 hour of class time. Work assigned will correspond to amount of class time missed. Habitual or patterned

absenteeism in lecture or lab will not be tolerated. As soon as the problem is identified, the student will be required to meet with the faculty to determine a course of action. If the problem is not corrected, the student will be subject to dismissal from the program.

Absences in laboratory sessions is particularly problematic in that the student loses the opportunity to witness the demonstration or practice the skill being taught. Students will be penalized for missing any major lab session. Arrangements will need to be made to coordinate with the faculty schedule.

All absences must be reported to the appropriate faculty member prior to the start of class. If the faculty member cannot be reached directly, a voice mail message may be left on the school phone. Failure to notify the faculty prior to an absence will affect the student course completion efforts.

Required Readings/Materials

You must purchase the following *required* reading/ materials:

1. The Nurse, The Math, The Med; Mulholland, Joyce M.I; Mosby , Elsevier: 2006

Course Requirements (Lectures, Assignments and Assessments)

In order to receive credit for this course, all students must:

1. Complete all assignments
2. View all assigned materials
3. Complete all lab assignments
4. Complete all lab practicum
5. Complete all exams
6. Complete the final examination

Projects, study guides and out-of-class assignments are due at the beginning of class on the assigned due date. Late papers will receive a 10% per day penalty including Saturday and Sunday. The penalty will continue to be assessed each day the assignment is not turned in.

Missing Exams:

Exams are defined as formally scheduled examinations covering a major portion of the course content and cumulatively comprising a large percentage of the overall grade for the course. Every effort should be made by the student to be present for all exams. If it is necessary for a student to miss an exam 10 points will be taken from the score obtained. The course instructor must be notified as soon as possible and arrangements must be made with the instructor to make-up the exam. It is the instructor's options to give the same exam as the one missed or a different exam over the same content. If the exam is not made up the same day, missed or the first day back to class, an additional 10 percent per day penalty including Saturday and Sunday will be assessed each day the exam is not taken.

Quizzes:

There are quizzes scheduled in this course. Some quizzes are scheduled and can be found listed in the course schedule. Other quizzes will be unannounced and cannot be make up. Zeros will be recorded as the grade for missed quizzes or scheduled quizzes not completed. Quizzes will make-up a portion of the daily grade in the course.

Summary of Assignment and Activities

Grading Policy

1. A minimum grade of C is required in all nursing and allied health courses. Each component within a course must be completed with a C or above or the student will receive a failing grade. A student who fails to attain 75% on a unit examination must provide documentation of

remediation by an approved tutor or student mentor. Arrangements must be made in conjunction with an instructor in the program.

2. A minimum grade of C must be maintained in the clinical area. This grade will be derived from the averages on nursing care plans, case studies, and all other written clinical assignments. Written work will be factored into the clinical nursing grade which is either 'Pass' or 'Fail.'

3. Any grade below 75% will be considered failing.

4. A report of grades will be distributed to each student at the completion of each semester.

5. A minimum grade of 90% is required on the math competency examination which is administered each semester. The student will have 3 opportunities to pass this examination. A student who does not successfully pass the examination on the first and second attempts will be required to show evidence of remediation with either an instructor or a student who has attained 95% or above on the examination. A student who is unable to pass the competency examination on the third opportunity will be dismissed from the program.

A = 90 to 100 B = 80 to 89 C = 75 to 79 D = 60 to 74 F = Below 60

Grading criteria are consistent throughout the nursing program at the Andrews campus. The following method of evaluation will be used in assigning course grades:

Tests and Competency.....	80%
Daily Work and Quizzes	20%

Special Needs

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Learning Resource Center (Library)

The Library, known as the [Learning Resources Center](#), provides research assistance via the [LRC's catalog \(print books, videos, e-books\)](#) and [databases \(journal and magazine articles\)](#). [Research guides](#) covering specific subject areas, [tutorials](#), and the "[Ask a Librarian](#)" service provide additional help.

Student E-mail

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

Student Portal

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

Technical Support

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.

Important School Policies

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the [Odessa College Student Handbook](#).

August 2011						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22 Welcome and intro. Success Center Blackboard Rosters/ Handbook Physical Forms	23 Orientation ATI Orientation 230 Physical Forms to Mrs Chavez	24 Uniform Fitting 0900 Scrubbs and Dudds Univer/Grandview Physicals in Odessa 1PM At Texas Tech Family Practice 701 W 5 th Street	25 Micro Part I (Pg 112-115) Nutrition Part 1 Ch 2,3,4 Skills Chp 1 & 2 Anatomy Chp 1& 2 Passport Success Chp 1	26 Micro Part I (pg 112-115) Nutrition Part 1 contin. Skills Chp 3 & 4 Antomy Chp 2 & 3 Passport Success Chp2	27
28	29 Micro Part I Test Nutrition Part I contin Skills Test Unit 1 Skills 5, 6, 7 Anatomy Chp 3 & 4 Passport	30 Micro Part II (p 115-120) Nutrition Test Part I Skills Chp 5, 6, 7 Anatomy Passport Success Chp 4	31 Micro Part II (p115- 120) Skills Test 2 Skills Chp 8, 9, 10 Antomy Test 1			

September 2011

Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Nutrition Chp 7&8 Skills 8,9,10 A&P Chp5&6	2 Micro Part 2 Test Nutrition Chp 7&8 Skills 8,9,10 A&P Chp 5&6	3
6 Micro P120-126 Nutrition Project Med Admin Conversions Skills Test	7 Micro P 120-126 Nutrition Test 2 A&P Test 2	8 Nutrition Chp 10, 11, 12 Critical Thinking Proctored ATI A&P 7&8	9 Micro P 120-126 Test Nutrition Chp 10, 11, 12 A&P 7&8 Med Admin	10
13 Growth & Dev Chp 5 A&P Test 3 Med Admin	14 A&P 9&10 Growth and Dev Ch5 Exam Med Admin	15 A & P 9 &10 Skills Med Admin	16 A&P 9 &10 Skills	17
20 A&P Chp 11 Growth & Dev Chp 6	21 A&P Chap 11 Growth & Dev 6 Exam Med Admin	22 A&P Test 5 A&P Chp 12 Growth & Dev Chp 7-8 Med Admin	23 Skills A&P Chp 12	24
27 A&P Chp 13 Growth and Dev Chp 7-8 Exam Med Admin	28 A& P Test 6 Growth and Dev Chp 9&10 Med Admin	29 Clinical ort Andrews	30 Clinical Ort Seminole	

October 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31				CPR/ Skills	1
2	3 A&P Chp 14&15 Growth and Dev Chp 9&10	4 A&P Chp 14&15 Growth and Dev Chp 9&10 Exam	5 Clinical Orientation Seminole and Andrews	6 Clinical 8	7 A&P Test 7 Growth and Dev 11,12,13 Skills	8
9	10 A&P Chp 16&17 Growth and Dev 11,12, 13	11 A&P Chp 16 & 17 Growth and Dev 11,12, 13 Exam	12 Clinical 8	13 Clinical 8	14 A&P Test 8 Skills	15
16	17 A&P Chp 18 Health and Illness 64,65,&66 Pharm 53	18 A&P Chp 18 Health and Illness 64,65,&66 Pharm 53	19 Clinical 8	20 Clinical 8	21 A&P Test 9 Skills	22
23	24 Health and Illness 64,65,&66 Pharm 53	25 Health and Illness 64,65,&66 Pharm 53 Exam	26 Clinical 8	27 Clinical Skills Practice	28	29

November 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	31 A&P Chp 19 Health and Illness Chp 44, 45, 46, 47, 48 Pharm 41, 42	1 A&P Chp 19 Health and Illness Chp 44, 45, 46, 47, 48 Pharm 41, 42	2 Clinicals	3 Clinicals	4 A&P Test 10 Health and Illness Chp 44, 45, 46, 47, 48 Pharm 41, 42	5
6	7 A&P Chp 20 & 21 Health and Illness Chp 44, 45, 46, 47, 48 Pharm 41, 42	8 A&P Chp 20 & 21 Health and Illness Chp 44, 45, 46, 47, 48 Pharm 41, 42	9 Clinicals	10 Clinicals	11 A&P Test 11 Health and Illness Chp 44, 45, 46, 47, 48 Pharm 41, 42 Test	12
13	14 A&P Chp 22 Health and Illness Chp 11 & 12 Pharm 14- 18	15 A&P Chp 22 Health and Illness Chp 11&12 Pharm 14-18	16	17	18 A&P Test 12 Health and Illness Chp 11 &12 Pharm 14-18	19
20	21 Health and Illness Chp 11 &12 Pharm 14- 18	22 Health and Illness Chp 11 &12 Pharm 14- 18 Test	23 Holiday	24 Holiday	25 Holiday	26
27	28 A&P Chp 23 Health and Illness Chp 60,61,62,63 Pharm 31	29 A&P Chp 23 Health and Illness Chp 60,61,62,63 Pharm 31	30			

December 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Clinical	2 A&P Test 13 Health and Illness Chp 60,61,62,,63 Pharm 31	3
4	5 Health and Illness Chp 60,61,62,,63 Pharm 31	6 Health and Illness Chp 60,61,62,,63 Pharm 31 Exam	7 A&P Final	8 Health and Illness Review	9 Health and Illness Final	10
11	12 Clinical Makeup	13 Clinical Makeup	14 Clinical Makeup	15 Clinical Makeup	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31