

VNSG 1327

ESSENTIALS OF MEDICATION ADMINISTRATION

**McLennan Community College
Waco, TX**

2009-2010

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VNSG 1327 - Essentials of Medication Administration

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OFFICE HOURS: posted

COURSE DESCRIPTION

General principles of medication administration including determination of dosage, preparation, safe administration and documentation of multiple forms of drugs. Instruction includes various systems of measurements. Drug classifications will be included. **Semester hours: 3 (3 Lec)**

Learning Outcomes: The student will demonstrate accurate dosage calculation; discuss safe medication administration; and accurately document medication administration.

COURSE GOALS:

1. Change Arabic Numerals to Roman Numerals and Roman Numerals to Arabic Numerals. **F3**
2. Solve problems using common fractions, decimals and percentages. **F1, F3-F4**
3. Convert measurements of weight and volume in Metric, Apothecaries' and Household systems. **F3**
4. Solve problems related to drug & solutions using Dimensional Analysis. **F9, C1**
5. Calculate correct dosages of medications for children as well as adults. **F12**
6. Describe the basic rules and procedures for administering medications. **F13, F17, C3, C13**
7. To gain basic knowledge of a variety of drugs and their effect on body systems. **F1, F6, C5, C18, C19**
8. Explore the impact of medication and medication administration on age specific populations. **F1, F2, F5, F6, C5-8, C13**

COURSE OUTLINE : A detailed outline is available in the Unit Guide

SCANS Skills:

- The following SCANS competencies and foundation skills are used in VNSG 1212 :

C1	C13	F1 through F17
C3	C18	
C5 through C8	C19	

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COURSE SCHEDULE:

- VNSG 1327 is taught three hours per week in the first semester of the program.

TEXTBOOKS:

- Olsen/Giangrasso, Medical Dosages & Calculations, 9th Edition
- Roach/Ford, Introductory Clinical Pharmacology, 8th Edition
- Skidmore-Roth, Mosby's 2008 Nursing Drug Reference OR individual choice
- Bring 2 packs of 3x5 index cards

COURSE REQUIREMENTS:

Attendance:

- The college policy of 20 percent limit on absences from scheduled meetings will be followed.
- Class absences are **limited to 9.5 classes**. From 5 up to 30 minutes constitutes a tardy. **Anything over 30 minutes will be counted as an absence.**
- **The student is responsible for any assignment made or due during their absence.**
- It is the student's responsibility to sign the attendance record each day. Failure to sign the record may cause the student to be counted absent.

Progression:

- To pass VNSG 1327, students must earn a grade to at least 75 in the theory part.
- To progress to the second semester, students must pass all of the first semester courses

(VNSG 1423, 1360, 1122 and 1420)

- Students who are unsuccessful in any of the first semester courses must apply as new students.

Remediation/tutoring:

- Many avenues are available for extra assistance in Math skills. Please contact instructor at the first sign of difficulty. Referral will be made. Tutoring by the instructor will be offered on Tuesdays from 12:00-1:00 p.m.

Cheating:

- We strongly discourage cheating in any form.

Grading policies:

- **No grades will be rounded.** The grading scale is:

A	=	90-100	B	=	80-89.99	C	=
		75-79.99					
F	=	74 & below					

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Grading of math problems:

- Work must be shown on all problems.
- Answers by themselves will be counted as incorrect.
- Work must be neat and legible.
- Math problems may be worked with pencil with final answers placed in ink & circled.
- Answers must be labeled correctly for credit.
- **Calculators may not be used. All work must be shown to receive credit.**

Major tests:

- Tests at the discretion of the instructor.
- Major test dates will be announced at least two days prior to the date to be given if a change is made on the tentative schedule.
- All students are expected to take major tests as scheduled.
- In the event of absence on a scheduled major test day, an alternate major test may be given as a makeup.

- Make-up test will be limited to one (1) per semester. Late arrivals distract those who are already concentrating on the test. Students arriving after another student has completed the test and left the room will take a make-up test. **If more than one (1) test is missed, a zero (0) will be recorded for the grade.**
- Make up tests will be given at the end of the semester
- The number of tests will be determined by the instructor. The date of the tests will be announced by the instructor.

Final exam:

- If the final exam is missed, an alternate test may be given as a make-up test.

How to calculate your grade:

Example:	75	
	85	<u>80.7</u>
	78	4)323.0
	<u>85</u>	<u>32</u>
	323	3
		<u>0</u>

BEEPERS, CELL TELEPHONES & PERSONAL PHONE CALLS

All beepers and cellular telephones must be turned off at the beginning of class. The student will be notified of an emergency telephone call by the Health Careers Secretary. No personal calls will be accepted.

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LIABILITY STATEMENT

McLennan Community College, its staff and/or clinical facility and staff are not financially liable for illness, injury or medical expense that may occur in the Vocational Nursing Program. It is the student's responsibility to provide adequate health care by medical insurance or other means.

“SUBJECT TO CHANGE” DISCLAIMER

The policies, regulations, procedures and fees associated with the Vocational

Nursing Program are subject to change without prior notice, if necessary, to keep College and Program policies in compliance with State and Federal laws and/or with rules related to the program's accrediting agency.

The College and the Vocational Nursing Program reserve the right to change curricula, rules, fees and other requirements, of whatever kind, affecting students in any way. The provisions of this document do not constitute a contract, express or implied, between any applicant, student, faculty or staff member and McLennan Community College or the Vocational Nursing Program.

ADA Statement:

In accordance with the requirements of the Americans with Disabilities Act (ADA), and the regulations published by the United States Department of Justice 28 C.F.R. 35.107(a), MCC's designated ADA co-coordinators, Mr. Gene Gooch - Vice President, Finance and Administration and Dr. Santos Martinez – Vice President, Student Services shall be responsible for coordinating the College's efforts to comply with and carry out its responsibilities under ADA. Students with disabilities requiring physical, classroom, or testing accommodations should contact Mr. Marcus Sweatt, Disabilities Specialist, at 299-8122 or msweatt@mclennan.edu.

**VNSG 1327
Policy Reminder Statement**

Instructor: _____

I, _____ have participated in a review of the policies of the McLennan Community College Vocational Nursing Program. I acknowledge that I abide by those policies during the entire program. I understand that this **Policy Reminder Statement** serves as the only written warning that I may be withdrawn for excessive absences from clinical or the classroom in VNSG 1327.

For VNSG 1327: If I am absent more than 4 class days, this will represent the (20) percent limit on absences from scheduled class meetings.

Clinical absences for VNSG 1327: No more than five (5) absences per semester:

Campus clinical	=	three (3) absences
Nursing Home	=	one (1) absence
Hospital	=	one (1) absence

I also understand that it will be my responsibility to keep up with my own absences and that it is my responsibility to keep in contact with my instructors about my standing in class.

I UNDERSTAND THIS ACKNOWLEDGEMENT AND HAVE RECEIVED A COPY FOR MY OWN RECORDS.

Student Name (PLEASE PRINT): _____

Student Signature: _____

Date: _____