

Course Syllabus

COURSE: VNSG 1331 Pharmacology
 SEMESTER: Summer 2023
 CLASS DAYS: Fridays
 CLASS TIMES: 0800-1200

Name	Phone Numbers	Email	Office	Office Hours
Kallie Tidwell MSN, RN	806.716.4655 (o)	ktidwell@southplainscollege.edu	826 B	Wednesday 1p-4p Thursday 1p-4p

*Please note office hours above. If you need to meet with me, you may stop by my office during office hours and if I am available at that time, I will be happy to meet with you. The best way to meet with me is to email me for an appointment that will be verified/accepted via email.

**** Some Fridays may be utilized for remediation activities and Benchmark exams. These are required as part of this course. Please see course schedule on Blackboard for details. Remediation activities and benchmark exams may be required outside of course time. Please see course schedule on Blackboard for details.**

***Please Note:* The COVID 19 crisis may change the lecture format / lab demonstration and this syllabus. Please refer to the 2022 Student Handbook for the complete COVID POLICY.**

“South Plains College improves each student’s life.”

GENERAL COURSE INFORMATION

It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus.

COURSE DESCRIPTION

Fundamentals of medications and their diagnostic, therapeutic, and curative effect. Includes nursing interventions utilizing nursing process and clinical judgement model.

STUDENT LEARNING OUTCOMES

At the completion of the semester students will:
1. Be able describe the underlying principles of pharmacology and their relationship to client health status
2. Be able to demonstrate satisfactory comprehension of medications and their side effects.
3. Be able identify the nursing process used to solve advanced client care problems across the life span using appropriate medical terminology
4. Demonstrate safe and competent care; describe how each step of the nursing process relates to nursing care; and discuss the implementation of medications in a variety of health care settings.
5. Identify properties, effects, and principles of pharmacotherapeutic agents; and explain nursing interventions associated with the various pharmacotherapeutic agents.

COURSE OBJECTIVES - Outline form (C-1, C-2, C-3, C-4, C-9, C-10, C-11, C-12, C-13, C-14, C-15, C-16, F-1, F-2, F-3,

F-4, F-5, F-6, F-7, F-8, F-9, F-10, F-11, F-12, F-13, F-14, F-15, F-16, F-17

At the completion of this course the student will:
1. Relate current knowledge into advanced nursing studies
2. Use pharmacological knowledge to meet individualized patient needs
3. Employ plans for intelligent safe nursing care of the patient through the lifespan within the Holistic Nursing concept
4. Identify the patient through the lifespan as a unique individual who needs assistance during illness regardless of age or degree of infirmity
5. Display good interpersonal relationships and communication skills between nurse and patient; nurse and co-workers, nurse and family nurse and interdisciplinary team in a timely manner, including technology to support decision making to improve patient care
6. Consider the common needs of the patient and the Vocational Nurse's responsibility for the patient's environment, safety and well-being based on the vocational program of study and evidence-based practice
7. Recognize the importance of observation and communication regarding patient and co-worker interactions and charting. Assemble information using the Nursing Process as a nursing assessment of each patient
8. Demonstrate principles of asepsis, communicable disease prevention and health care/community readiness for disrupting events
9. Demonstrate knowledge of advanced interventions to support the patient and family during life stages, including death and dying and potential care needs of vulnerable patient
10. Demonstrate methods for promoting safety in the work environment, including facility policies and procedures
11. Demonstrate methods for promoting safety in pharmacological interventions, including facility policies and procedures
12. Utilize terminology and rationale for pharmacology
13. Identify appropriate resources needed for pharmacological intervention(s)
14. Identify, assess, and evaluate the patient's response to the prescribed medication(s)
15. Discuss the necessity for the patient/family education regarding the pharmacological intervention(s)
16. Correctly use abbreviations, definitions, prefixes, suffixes, verbs, adjectives, and words in the nursing profession
17. Break down a list of medical words and identify the meaning of each word in the list through structural analysis
18. Must be present in class with no more than 2 absences and pass the course with at least a 76 course average.

EVALUATION METHODS

Computer-based exams, written exams, written assignments, quizzes, skills check-offs, and other projects as assigned. In addition, methods of instruction may include but are not limited to lecture, discussion, required reading, charts/posters, Power Point, lab demonstration/return demos and audio/visual presentation

ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

Plagiarism - Offering the work of another as one's own, without proper acknowledgment, is plagiarism. Any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines, websites such as: blogs, journals, or articles, other referenced works, from themes, reports, and/or other writings of a fellow student, is guilty of plagiarism. If there is any suspicion of work completed by Artificial Intelligence (A.I.), the student and their work may be questioned, and if proven that A.I. was used will be considered guilty of plagiarism.

VERIFICATION OF WORKPLACE COMPETENCIES

There will be external clinical and simulation learning experiences provided in this course, as well as learning experiences in the lab which provides the setting in which the student applies workplace competencies. Successful completion of the designated course outcomes will allow the student to continue to advance within the program. Successful completion of VNSG 2331 meets the requirements as stated in the Differentiated Essential Competencies (DECS) of Graduates of Texas Nursing Program as:

1. Member of a Profession
2. Provider of Patient Centered Care
3. Patient Safety Advocate
4. Member of the Health Care Team

BLACKBOARD

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

SCANS and FOUNDATION SKILLS

Refer also to Course Objectives. Scans and Foundation Skills attached

SPECIFIC COURSE INFORMATION

TEXT AND MATERIALS

TEXTBOOK

*Pharmacology Clear and Simple: A Guide
To Drug Classifications and Dosage Calculations
3rd Edition
With Access code to Davis Edge - REQUIRED

Publisher
F. A. Davis

ISBN#
978-1-7196-4474-7

*Blackboard

***CJ SIM-REQUIRED**

*Exam Soft

ADDITIONAL CLASSROOM ITEMS

Students should come to class prepared with pens, pencils, and a spiral notebook for taking notes or completed quizzes or assignments in class. Students should be prepared to take notes over lecture material if they choose. You may use your computer for this course content only in the classroom. Follow student conduct guidelines for appropriate use of electronics in the classroom. Due to COVID we may have to meet virtually at some point. Please have a plan prepared as to how to meet via computer for this course. **You will need to have access to a computer and it will need to have a camera and a microphone.** When we meet virtually it will be Microsoft Teams, Blackboard Collaborate or Zoom. In the event that we must meet in the virtual setting please notify me if you do not have a computer to use.

ATTENDANCE POLICY (*READ CAREFULLY)

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

Roll is taken for each class by signature page; it may be taken several times during a class period. A student who is not present when roll is taken is “absent.” A student is not allowed to disrupt the class for tardiness. A student who is late may come into the classroom after a break to hear the lecture, BUT the student will still be marked as “absent.” Learning is fostered in the classroom environment. Missing even one lecture/class activity can negatively impact student performance; therefore, classroom attendance is mandatory and students are accountable to attend and be on time for class.

Students are expected to do all classwork at the time scheduled, whether the class is “live,” per pre-corded lecture or via Zoom—this means the students should be “in class” during this time, not working, driving, shopping or doing some other activity.

A student who exceeds more than 2 absences in this course will be withdrawn from the program with an “F”.

LIVE classroom: students must be in their seat ready for class at the scheduled time. Classes will be held on scheduled exam days with lectures to immediately follow the exam. Students who leave after the exam are counted as “absent.” Students who are late for the exam, will not be allowed to take the exam.

Roll may be taken at any time during the class. Anytime the student is not present, the student is counted as a full absence. Breaks are given during the lecture time. Because we must closely monitor student movement in the building, you may only have a break when one is given. If you leave the classroom for any reason, you may not return and are counted absent. Students should use break times wisely—going to the bathroom, getting

refreshment, etc. rather than spending time on cell phones and then wanting to go to the bathroom when class starts.

ZOOM classes/meetings: Zoom meetings are considered formal classes. Therefore, the student must be present in stationary environment—not working, driving, shopping or engaged in some other activity. There should be no TV, cell phones or other distractors during the meeting. **The student’s camera must be on for the entire time of the class/meeting.** The microphone should be muted unless the student is answering a question, presenting information, or otherwise engaged in the course discussion. **If the student does not follow zoom etiquette as outlined in the VN handbook, the student will be removed from the zoom meeting and given an absence. The student MUST BE ON TIME for the zoom meeting; once the course instructor has started the lecture/meeting, the late student WILL NOT be allowed in and will be counted as absent.**

Students must attend all live classroom presentations and all Zoom meetings. A student who exceeds the allowable absences in any one class will be withdrawn from the program except in the case of a Covid exposure (see handbook for policy).

COVID policy: See VN Student Handbook

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor’s note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Students should take an absence when they are truly ill (running fever, nausea/vomiting not due to pregnancy, diarrhea or some other communicable disease). A physician’s release should be submitted when the student is treated by a physician.

Students who attend class exposing classmates to disease will receive a 10 point deduction on the next (or current) examination!

Students who exceed the allowable absence no longer meet the course criteria and must withdraw.

Absences are recorded for the whole day if a class is scheduled for the whole day. If a student leaves before the end of the class period, the student is marked “absent” for the day. There are no “half-day” absences. If the student is asked to leave the classroom for any reason (sleeping, talking or other inappropriate behavior), the student is given an absence and the subsequent point deduction.

Attendance is most often taken by a sign in sheet. Students who “forget” to sign in are counted as absent.

As a matter of courtesy and professional behavior, a student who is going to be absent should email or call the course instructor and inform the instructor of the pending absence.

4.1-B Tardy: Tardiness is not accepted in the Vocational Nursing Program. Students are either present on time or they are absent.

4.1-C. ATTENDANCE RECORDS: Because the student is an adult learner, each student should keep his/her own record of absence. Faculty is under NO obligation to inform a student of absences; the student will be notified when he/she no longer meets program objectives because of excessive absences and the student is being withdrawn. Should the student believe a discrepancy exists, the student should submit the notice in writing to the Program Director within 24 hours of notification.

4.1-D. RELIGIOUS HOLY DAYS ABSENCES: In accordance with Section 51.911, Texas Education Code, SPC will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within seven calendar days after the absence.

Students are required to file a written notification of absence with each instructor within the first fifteen (15) days of the beginning of the semester in which the absence will occur. Forms for this purpose are available in the office of the Director of Special Services along with instructions and procedures. "Religious holy days" means a holy day observed by a religion whose place of worship is exempt from property taxation under Section 11.20, Tax Code.

ASSIGNMENT POLICY

Assignments/Quizzes may be given as a "Ticket to Class" or to enhance learning of the course material. These activities will count toward 10% of the total course grade.

Students may be assigned F. A. Davis Edge quizzes that will be completed outside of class time and have a time scheduled to complete them. You only have one attempt on these quizzes and the honor code is in place as this is not a group assignment. **Class ID:2AB428DA9F**. **The class ID is required to enter the course and complete any assignments.** Davis Edge Quizzes will be **due before 8 am on the due date**. The quiz will be closed at 8 and will not accept any late work.

Tickets to class may include: Chapter outline, lecture outline, F.A. Davis Edge quizzes, Ah Ha! Points, Muddiest points. Tickets to class shall be communicated via Blackboard Announcements.

Submitting work: Follow assignment instructions.

All required work must be in on time in order that the student may benefit from the corrections and study for future examinations. Assigned outside work is due on the dates specified by the instructor. No late work is accepted.

MEDICATION MAP

Students will be assigned a medication to present during a specific unit at random. This will contribute to 10 % of the final course grade. The rubric is as follows:

Medication Map Grading Rubric

Topic	3 points	2 points	1 point	0 points
Indications and actions	Lists indications, actions, contraindications, defines unfamiliar terms.	Incomplete in 1 area	Incomplete in more than 1 area	criteria not met
Contra-indications & cautions	Lists contraindications & cautions, defines unfamiliar terms	Incomplete in 1 area	Incomplete in more than 1 area	Criteria not met
Significant drug/drug or drug/food interactions	Lists all significant d/d or d/f interactions and clearly explains all of them	Incomplete in 1 area	Incomplete in more than 1 area	criteria not met
Adverse Effects	Lists life threatening AEs in all caps, common AR's, defines unfamiliar terms	Lists most AR's, defines some terms	List is incomplete	No criteria met
Nursing Assessment, & Interventions	Clearly lists appropriate assessments and interventions, showing correlation with AR's, and/or contraindications	Some assessments or interventions missing, or not all correlated with AR's, and/or contraindications	List is incomplete	No criteria met
Labs and Diagnostics	Appropriate labs listed. Clearly correlated with ARs, and/or contraindications.	Incomplete in 1 area	Incomplete in more than 1 area	Criteria not met
Vital Signs	Appropriate VS listed, clearly correlates with contraindications and/or ARs.	Incomplete in 1 area	Incomplete in more than 1 area	criteria not met
Neatness, ease of reading, adherence to guidelines	Very neat, easy to read, close adherence to guidelines	Some areas neat, mostly adheres to guidelines	List is incomplete	No criteria met
Reference	Reference usage is correct	Reference has 1 error	Several ref errors	No reference
Presentation	Medication thoroughly explained, clear	Had to read some of map	Read most of map	Unclear

Points awarded: _____ / 30 possible points: GRADE: _____

Students should retain a photocopy or computer-accessible file of all assignments turned in. Always have a backup copy. All work is submitted via F.A. Davis Course, CJ SIM course, or in the Blackboard classroom.

Assignments are not accepted by email. You must submit via F.A. Davis course, via CJ SIM, or via Blackboard depending upon the assignment **and it is your responsibility** to make sure that you do not upload blank documents and that your document **can be opened on a PC, because not all Mac files are able to convert.** If you submit a blank document or a file that cannot be opened, it will not be accepted, unless informing instructor a minimum of **two hours** prior to deadline. If within this timeframe, instructor can clear the previous attempt and allow student to resubmit before the deadline. Again, it is your responsibility to make sure it is compatible and not blank.

COMPUTER USAGE

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course. All students must have access to computers, web cam, microphones and printers. Some may be available on the South Plains College campus. Students will be expected to utilize computers to access assignments, classroom resources, Zoom Meetings and possibly exams. All registered students are supplied with a working email account from South Plains College. The use of TikTok is prohibited on SPC devices and WiFi. TikTok may not be used for online assignments.

ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME AND PASSWORD.

COMPUTER LAB USAGE

The computer lab in building 8 may be used by students during scheduled open hours or as assigned by an instructor. Printer paper will not be provided for students to print materials but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class.

EXAMS

- See Lecture/Exam Schedule.
 - Presentation of material includes class lectures, discussion, handouts, videos, and power point. Exams may be on paper with pencil or via computer by ExamSoft.
 - Exams are administered in a campus computer lab using ExamSoft and the lab must be reserved by the instructor in advance. Students are expected to arrive on time to exams and complete the exams within the time frame allowed as other classes may be booked behind our scheduled time and you will not be permitted to take your exam past the scheduled time unless arrangements are made in advance for extenuating circumstances. Due to the ever changing COVID conditions it is possible that you may take exams on Exam Soft and have it proctored by Exam Monitor. **It is your responsibility to make sure that you have working computers with a web cam and a microphone and reliable internet.**
 - In addition to the course unit exams, students will be required to take Exam Soft Benchmark Exams. Students will take 2 benchmark proctored exams. The purpose of these exams is to evaluate the competency of the student's knowledge of critical concepts for entry into professional nursing. Students will receive a grade out of 100 Exam Soft and the grade will be calculated accordingly. The highest of the two benchmark exam scores will be recorded as an exam grade once remediation is complete. If the required remediation is not complete by the due date, the raw score on the Benchmark exam will be recorded as the exam grade.
 - Benchmark Grading:

- Exceeds Standard: 100
- Meets Standard: 95
- Approaching Standard: 85
- Does not meet standard: 75
- The Benchmark Exams will be scheduled by your instructor and will possibly be scheduled outside of your regular course time. Please watch for these dates to be added to your schedule if they are not already present.
- Following Benchmark 1 Exam, the student will have a remediation plan determined by the course instructor that may include CJsims and accompanying assignments. Then about 2 weeks later the student will take Benchmark 2. These two benchmarks give the student analytics to let them know what they are strong in and what they are weak in and compares them on a national level to their peers.
- Grades will be recorded on Blackboard for the student to view. The student will also be provided a grade sheet on Blackboard for all grades to be recorded by the student after reviewing their exams. It is up to the student to keep up with their grade sheet and grades.
- Students will have the opportunity to review each exam taken as scheduled by the instructor. After viewing the exam, if the student has further questions, the student will need to email the instructor for an appointment to review the exam for further explanation. The student must discuss this with the instructor within 48 hours of viewing their grade. Once the 48 hours has passed without the student questioning the grade or question, **the assigned grade is final and may not be challenged at the end of the course. Grades will not be emailed or given out by phone.**
- Medical Terminology: Abbreviations & Definitions may be included in the unit exams.
- Drug Calculation Review: This review contributes to 10% of the final grade.
- Assignments/ Quizzes/ Davis Edge Quizzes may be given as a “Ticket to Class” or to enhance your learning of the course material and will count toward 10% of total course grade.
- Students must earn a “76” or better in this class and meet all criteria as discussed above for progression.

Course Grade is determined by:

Unit Exams/Highest Benchmark Exam	40%
Med Map	10%
Final Exam	40%
Drug Calculation Review/Tickets to Class/ Quizzes/Other	<u>10%</u>
	100%

Please refer to your SVN handbook for additional comments about grades.

MISSED EXAMS/MAKEUP WORK:

Students are expected to take all examinations for each nursing course. There are NO makeup exams for this course. Since the final exam is comprehensive (meaning that it covers the entire course), the final exam grade will be substituted **FOR THE MISSED EXAM GRADE ONLY**. If any additional exams are missed, a grade of “0” will be recorded. There is no make-up exam for the Final Exam

NO exams will be given prior to the originally scheduled exam. Please do not ask.

Any action interpreted as cheating by facilitating instructor may result in immediate removal from the testing area, a zero recorded for the test grade and possible removal from SPC nursing program.

REMEDATION

Any exam grade below an 80 will require remediation from your instructor to be scheduled within 48 hours of the exam. Remediation for course exams will be assigned at the discretion of the instructor. Remediation for ExamSoft Benchmark exams will include pre-determined work from Nurse Think: CJSIMS with accompanying activities. These remediation assignments will be the student's ticket to their next exam. Failure to fully complete remediation as assigned by the assigned due date will result in the raw benchmark score as exam grade.

After Benchmark 1 and 2, the student will identify their top 5 areas for improvement. Those will be turned in to the Instructor who will then tally up the most common areas that need improvement as a whole class. The class will then be divided into groups and assigned 1-2 CJ SIMS to complete as a group. Once completed, the group will then create a Power Point presentation based off the NEXTGEN Clinical Judgement model. The group will also present one slide on the NCSBN PN test blueprint regarding the content areas assigned. The presentation should not be longer than 15 minutes.

The presentation should address the following in regards to the CJ SIM case(s):

- **Recognize Cues**
- **Analyze Cues**
- **Prioritize Hypotheses**
- **Generate Solutions**
- **Take Actions**
- **Evaluate Outcomes**
- **NCSBN PN Test Blueprint areas**

GRADING POLICY

The grade for this course will be determined upon completion of the following components:

Unit Exams/ Highest Benchmark Exam	40%
Medication Map	10%
Dosage Calculations/Tickets to Class/Quizzes/Other	10%
Final Exam	40%
	100%

Course grades are based on the following scale:

A = 90-100%

B = 80-89.99%

C = 76-79.99%

D = 70-75.99%

F = 69.9% and below

Grades will not be rounded up or down i.e., 79.4 = 79

The final letter grade will be posted to Blackboard and Campus Connect.

ADDITIONAL INFORMATION:

ATTENTION: CELL PHONES ARE NOT ALLOWED DURING CLASS. The following penalties apply to students who choose to sneak in their phones: (1) If a cell phone rings during an exam, that student's exam will end

immediately with a “50” recorded for the exam grade, even if the student was answering the last question. There is no makeup for this grade. (2) If a cell phone goes off during lecture, the cell phone will be taken up and left in the Director’s office till 4:00 p.m.

The student is allowed to use the cell phone only during breaks, please keep cell phones in your car.

For Test Security, no hats, caps, backpacks or purses are permitted in the classroom during exams. No drinks or food may be brought into the classroom during an exam.

Bottled drinks with a screw top lid may be brought into the classroom during lecture **only**.

Competencies are defined as effective demonstration of Pharmacology, knowledge, and judgment as taught and demonstrated in the nursing lab and classroom.

The student's performance of the competencies will demonstrate and describe the desired outcome of learning at the conclusion of the nursing skills course.

Excessive talking in class will not be allowed; the student may be asked to leave, with an absence given for the day.

The Nursing Laboratory is provided to enhance the learning experience. It is the student's responsibility to keep the lab clean and tidy at all times. If it is necessary to utilize the lab after hours, arrangements must be made with the faculty.

Classroom rules also apply to the laboratory classes.

Radios will not be allowed in the classroom at any time.

Recording (Voice or Video) is not allowed unless the student receives written permission by the instructor.

COURSE EXIT GOALS:

For the student to exit this course, the student must do the all of the following:

- 1. Have no more than 2 absences**
- 2. Must pass the course with a 76 average**

COURSE SCHEDULE POSTED ON BLACKBOARD

DROPPING A CLASS

Students should submit a [Student Initiated Drop Form](#) online.

Students will not be required to obtain an instructor signature to drop, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. **There will be no charge for drops for the fall or spring semesters.**

WITHDRAWING FROM ALL CLASSES

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

SCHEDULE CHANGE (after late registration and before census date)

To make a schedule change after late registration (August 28) and before the census date (September 9), students should submit a [Schedule Change Form](#).

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email registrar@southplainscollege.edu with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

COMMUNICATION POLICY

Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems. Students are encouraged to check SPC email on a daily basis. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via Blackboard. Any student having difficulty accessing Blackboard or their email should immediately contact their instructor for direction. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

Email Policy:

- Students are expected to read and, if needed, respond in a timely manner to college e-mails. It is suggested that students check college e-mail daily to avoid missing time-sensitive or important college messages. Students may forward college e-mails to alternate e-mail addresses; however, SPC will not be held responsible for e-mails forwarded to alternate addresses.
- A student’s failure to receive or read official communications sent to the student’s assigned e-mail address in a timely manner does not absolve the student from knowing and complying with the content of the official communication.
- The official college e-mail address assigned to students can be revoked if it is determined the student is utilizing it inappropriately. College e-mail must not be used to send offensive or disruptive messages nor to display messages that violate state or federal law
- Instructors make every attempt to respond to student emails during regular college business hours when faculty are on campus. Instructors are not required to answer emails after hours or on weekends.
- Students who use email inappropriately to faculty, students, staff or others will be placed on probation for the first offense; dismissed from the program for a second offense.

Texting Faculty: Students should *not* text faculty via the faculty cell phone. Written communication should be by email or the student may call the office phone. The faculty cell phone is for contact during the clinical hours ONLY and should not be used outside the clinical experience. Students who text faculty will be placed on probation for the first offense and dismissed from the program for the second offense.

Mrs. Tidwell will answer all emails in a timely manner. If a student emails the instructor prior to 4:00 pm Monday-Friday, the student can expect to receive a response via email the same day. If email is sent after 4:00 pm, the student can expect to receive a response the next business day. Emails will not be checked or answered on the weekend. Any email sent after 4:00 pm on Friday will be answered the following Monday.

STUDENT CONDUCT

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development.

A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes, and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity, and common sense guide the actions of each member of the college community both in and out of the classroom.

Students are subject to federal, state, and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension

and expulsion in appropriate cases for breach of federal, state, or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students.

Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

EMERGENCY MESSAGES

The student should notify his/her family that in case of an emergency during normal class schedule, they should call the Nursing Office at (806)716-4626 or (806)716-4623. Class will not be interrupted unless it is an emergency, so they must identify themselves and say it is an emergency to get immediate action.

The student should notify his/her family that in the case of an emergency during clinical rotations, they should call and leave a message or text (who they are and who they need to get in touch with for an emergency) to the number or numbers provided to them in the clinical course syllabus and/or on the clinical course schedule.

ACCOMMODATIONS

4.0 INSTRUCTIONAL POLICIES AND RESPONSIBILITIES

4.1 Course Syllabi

The syllabus for each course should be reviewed annually and revised as appropriate by the faculty. Instructors are encouraged to think and plan course and units of instruction, i.e., content, methods of presentation, teaching aids, student roles and tests in terms of student behavioral objectives. Student participation in planning, where practical, and their orientation about course plans tend to enhance course relevancy. Copies of syllabi should be filed with the department chairperson and the appropriate dean.

4.1.1 Syllabus Statements

Each syllabus should include the following Diversity Statement, Disabilities Statement, Non-Discrimination Statement and Title IX Pregnancy Accommodations Statement appropriate to the location of the course.

4.1.1.1. Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

4.1.1.2. Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

4.1.1.3 Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

4.1.1.4 Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

4.1.1.5 OPTIONAL STATEMENT - Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

FOUNDATION SKILLS

BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

F-7 Creative Thinking—generates new ideas.

F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving—recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind’s Eye—organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.

F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty—chooses ethical courses of action.

SCANS COMPETENCIES

C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-2 **MONEY** - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.

C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

INFORMATION - Acquires and Uses Information

C-5 Acquires and evaluates information.

C-6 Organizes and maintains information.

C-7 Interprets and communicates information.

C-8 Uses computers to process information.

INTERPERSONAL–Works With Others

C-9 Participates as a member of a team and contributes to group effort.

C-10 Teaches others new skills.

C-11 Serves Clients/Customers–works to satisfy customer’s expectations.

C-12 Exercises Leadership–communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.

C-13 Negotiates–works toward agreements involving exchanges of resources; resolves divergent interests.

C-14 Works With Diversity–works well with men and women from diverse backgrounds.

SYSTEMS–Understands Complex Interrelationships

C-15 Understands Systems–knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance–distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems–suggests modifications to existing systems and develops new or alternative systems to improve performance.

TECHNOLOGY–Works with a Variety of Technologies

C-18 Selects Technology–chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task–understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment–prevents, identifies, or solves problems with equipment, including computers and other technologies.

PHARMACOLOGY

Integumentary System Medications

1. Define all key terms
2. Differentiate between two primary routes of medication administration in the integumentary system, and determine when each route would be chosen.
3. Recall at least seven conditions affecting the integumentary system and the medications used to treat them.

Musculoskeletal System Medications

1. Define all key terms
2. Identify the key features of the musculoskeletal system
3. Discuss the importance of healthy endocrine and nervous systems to proper musculoskeletal functioning
4. Recall at least five muscular system disorders and one appropriate treatment for each
5. Discuss at least four bone or joint disorders and one appropriate treatment for each

Nervous System Medications

1. Define all key terms
2. Identify the two major branches of the nervous system
3. Recall the five categories of nervous system medications
4. Identify four categories of medications used to treat pain and fever

5. Recall at least one category of medication used to treat anxiety, insomnia, sedation, and seizures
6. Identify at least one category of medication used to treat behavioral, emotional, or mood disorders.
7. Discuss medications used to treat psychosis, and identify other disorders for which these medications may be prescribed
8. Recall at least one category of drug used to treat dementia and two categories of drugs used to treat Parkinson's disease.
9. Compare and contrast the actions of local and general anesthetics.
10. Discuss how alcohol can influence medication use and its effect on the body.

Eye and Ear Medications

1. Define all key terms
2. List five parts of the eye and the function of each structure
3. Recall three conditions related to the eye that require treatment with medication and an example of an appropriate medication.
4. Classify parts of the ear as belonging to the external ear, middle ear, or inner ear, and discuss the function of each part.
5. Recall three conditions related to the ear that require treatment with medication and an example of an appropriate medication.

Endocrine System Medications

1. Define all key terms
2. Discuss six of the major endocrine glands and their functions
3. Differentiate between hypothyroidism and hyperthyroidism, and identify the effects of each on the body and the medications used to treat each disorder
4. Contrast hyperglycemia and hypoglycemia, and discuss the medications used to treat each one
5. Explain the proper way to handle, store, and administer insulin
6. Differentiate between adrenal gland insufficiency and over secretion, and discuss the medications used to treat each one.

Cardiovascular System Medications

1. Define all key terms
2. Discuss how the cardiovascular system functions
3. Describe 10 categories of cardiovascular medications and their uses and actions.

Immunological System Medications

1. Define all key terms
2. Discuss five categories of anti-inflammatory medications, when they are used, and their actions in the body.
3. Differentiate among the five classifications of anti-infectives, and describe when each is used and their actions in the body.
4. Compare natural and acquired immunity and how they occur
5. Identify at least three types of antineoplastic medications, and describe when each is used and their actions in the body.
6. Discuss the toxic effects of antineoplastic medications on patients and health-care workers, including the proper handling of both medications and patients' secretions.

Pulmonary System Medications

1. Define all key terms
2. Describe how the respiratory system functions to exchange oxygen and carbon dioxide
3. Discuss the actions of mast cell stabilizers, bronchodilators, and anticholinergics, xanthines, and beta-adrenergic agonists used in the treatment of asthma and other respiratory disorders.

4. Describe two medications that may be used to treat a viral respiratory illness
5. Compare and contrast antitussive and expectorant medications and when each is appropriate to use
6. Discuss tuberculosis and how it is treated

Gastrointestinal System Medications

1. Define all key terms
2. Detail how the gastrointestinal system functions
3. Identify medications used to treat constipation
4. Identify medications used to treat diarrhea, and explain how the underlying cause should be treated
5. Identify medications used to treat nausea and vomiting
6. Compare the different types of medications used to treat gastroesophageal reflux disease and gastric ulcers
7. Discuss medications used for gallstones, obesity, hemorrhoids, flatulence, stomatitis, and fungal and parasitic infections of the GI tract
8. Discuss how poisoning and overdoses are treated
9. Identify populations of patients needing nutritional supplements or those needing assistance digesting their food and how each of these are treated

Reproductive and Urinary System Medications

1. Define all key terms
2. List actions of the reproductive hormones
3. Describe how contraceptives work
4. Describe the effects of estrogens, progestins, agents for cervical ripening, oxytocin, tocolytics, ovulation stimulants, androgens, diuretics, and medications for benign prostatic hypertrophy
5. Discuss the relation of diuretics to electrolyte imbalances

Vitamins, Minerals, Herbs, and Complementary and Alternative Medicine

1. Define all key terms
2. Discuss the body's need for vitamins and minerals
3. Compare Eastern philosophy with Western philosophy with regard to medicine
4. Discuss why some patients prefer herbs to prescription medications
5. Discuss why insurance companies do not usually pay for complementary or alternative medicine

VNSG 2331 Pharmacology Syllabus Contract

Print Name: _____

I have read and understand the SKILLS Syllabus and schedule. I have had the opportunity to ask questions. I also understand to exit this course I must meet All Objectives Listed in the course Syllabus as stated below:

COURSE EXIT GOALS:

For the student to exit this course, the student must do the **ALL of the following:**

- 1. Have no more than 2 absences**
- 2. Must pass the course with a 76 average**

Signed: _____ Date: _____