

**HOUSTON COMMUNITY COLLEGE**  
**Coleman College for Health Sciences**  
**Vocational Nursing Program**  
**VNSG 1227- Essentials of Medication Administration**  
**CRN 17407 SPRING 2019**  
**Monday 8:00A – 11:00A**

Coleman Campus - Room 363

Lecture /Discussion, Power-Point, Eagle Online, Case Studies  
48 Hours per semester/16 weeks/ 2 hour lectures/ 1 hour Lab

<b>Course Number and Title:</b>	VNSG 1227 Essentials of Medication Administration
<b>Credit Hours:</b>	Two (2)
<b>Class Hours:</b>	Two (2)
<b>Lab Hours</b>	One (1)
<b>Placement of Course:</b>	Level I
<b>Faculty/Instructor Information</b>	Ms. Harriet Adedoyin Tuyo, RN, MSN, APN-BC 1900 Pressler, Ste.319, Rm. 316 Houston, Texas 77030 Office: (713) 718-7335 E-Mail: <a href="mailto:Harriet.adedoyin-tuyo@hccs.edu">Harriet.adedoyin-tuyo@hccs.edu</a> Office Hours: M and W 1:00-3:00 pm
<b>Prerequisites/Co-requisites</b>	Successful completion of VNSG 1320 and VNSG 1216

**Course Description:**

This is a beginning course that introduces the student to medication administration and drug calculation in children and adults. Emphasis will be placed on the pharmacological aspect of drug classifications including the uses, actions, pharmacodynamics, indications, pharmacokinetics, contraindications, adverse effects, and nursing implications. Oral, sublingual, intramuscular, intradermal and subcutaneous administration methods are covered. Additionally, the student is taught how to calculate drug dosage for patients when medications are delivered in amounts and formats that are not equivalent to what has been prescribed. Student practice involves reading drug orders, calculating the dosage, diluting and drawing up injectable medications, delivering the medication, and documenting the medication administration. The legal, ethical, and safety principles of drug administration are included as well as the role/s and competencies of the professional vocational nurse as they relate to drug administration.

**Course Objectives:**

1. Identify the rights of patients in regards to medication administration.
2. Discuss drug classifications including the uses, actions, pharmacodynamics, indications, pharmacokinetics, contraindications, adverse effects, and nursing implications.

3. Identify the classifications of drugs used for various system disorders.
4. Calculate, accurately, drug dosages using provided methods and/or formulas.
5. Administer medications using provided procedures.
6. Provide patient with education regarding a newly prescribed medication.
7. Identify special precautions in drug administration to children and the elderly.
8. Describe the DEC Competencies (2010) as they relate to drug administration in the practice of the licensed vocational nurse. (see attached list)
9. Discuss professional nurse role behaviors, to include caring, safety, and advocacy, as they relate to medication administration within the context of the health-care team.

### **Catalog Learning Outcomes**

The student will demonstrate accurate dosage calculation; discuss the principles of medication administration, identify the classification of drugs used for various disorders of the systems, administration safety and identify the elements of accurate documentation of medication administration.

### **Required Textbooks**

Roach, S. S. & Ford, S. M. (2017). Introductory Clinical Pharmacology (11th ed.). Philadelphia, PA: Lippincott Williams & Wilkins.

Morris, D. (2014). Calculate with confidence. (7<sup>th</sup> Ed.)

### **Recommended Textbooks**

Medical dictionary - Tabers  
Drug Reference

### **Methods of Instruction**

Lecture, Discussion, Power-Point, Turning Point, Eagle Online, Case Studies, Handouts/Practice Problems.

\*A computer with Internet access is REQUIRED for this class. Computer access is available at any HCCS campus for your convenience.

### **Methods and Standards of Evaluation**

In order to pass the course VNSG 1227 the student must achieve a grade of 75 in the course. The grading scale used for students admitted to the Vocational Nursing program is as follows:

90-100 = A

80-89 = B

\*75-79 = C

60-74 = D

Below 60 = F

**There will be mandatory required assignments in this course. All assignments will have a due date. Assignments submitted after the due date will not be accepted. All assignments are expected to be completed by the individual student.**

### **Evaluation Methods**

Five (4) computer-generated multiple-choice exams will be administered. One (1) hour and 15 minutes will be allowed for the exam and 30 minutes will be allowed for review of the completed exam. Two (2) hours will be allowed for the final examination. Refer to course calendar for date and times of exams.

Two Dosage Calculations are paper and pen test 90 minutes will be allowed for each test. Two hours will be allowed for the Dosage Calculations Final. Calculators will be provided for all tests.

Exam 1	12%
Exam 2	12%
Exam 3	12%
Exam 4	12%
Comprehensive Final Exam	15%
Dosage Calculations Test#1	6%
Dosage Calculations Test#2	6%
Dosage Calculations Final	20%
Learning Enhancement: HESI	5%

### **Examination Guidelines**

- Do not enter the computer lab prior to the examination time. Remain in the student lounge area. Do not enter the lab until you are instructed to do so by the instructor/proctor.
- Exams are FORWARD ONLY. You will not be allowed to go back.
- Upon completion of exam, you must leave/exit the computer lab (Do not stop at open lab area). Do not sit at any computer or use any computer for any reason.
- **There will be no rounding of exam grades. Rounding is done only on the final course grade.**
- **Grades will not be shown on the computer after the exam. Grades may be posted on Canvas (or the current Learning Management System). Remember grades on Canvas may not be weighted according to your syllabus. You can refer to the weighting scale in the syllabus and calculate your course grade.**

\*\* Thirty (30) minutes will be allowed for review. No pens, pencils, paper, etc. will be allowed during review. If there are questions regarding the exam during review, the student must make an appointment to meet with the Instructor.

\*\*ONE time ONLY log-in for review is allowed.

## **DOSAGE CALCULATION FINAL**

**Students must pass Medication/Calculation exam in VNSG 1227 on Level I. A score of 85% must be achieved and a passing grade in the course in order to progress to Level II. The test may be retaken two time. The highest score will be recorded.**

## **HESI**

**In order to receive credit for the HESI assignment, you must carefully follow all directions given, and it must be done and turned in on time. If you do not follow directions, you will receive a grade of zero (0). Late work will not be accepted. Do not wait for the last minute, because this assignment requires a computer and system that are functioning correctly.**

**A MINIMUM COURSE GRADE OF 75% MUST BE ACHIEVED IN ALL VOCATIONAL NURSING COURSES FOR THE STUDENT TO PASS. THERE ARE NO EXCEPTIONS. ANY COURSE GRADE BELOW 75% MUST BE REPEATED FOR NURSING CREDIT.**

**ALL EXAMS ARE ADMINISTERED ON LINE EXCEPT THE MATH QUIZZES WHICH WILL BE PAPER AND PEN. EXAM REVIEWS WILL BE IMMEDIATELY FOLLOWING THE EXAM EXCEPT WHEN THE MAKE-UP POLICY APPLIES.**

## **Make-Up Policy**

Faculty expect that all exams will be taken at the scheduled date and time. If an exam is missed one makeup unit exam will be considered on an emergency basis. Appropriate official documentation will be required. Emergencies will be defined by the nursing faculty team. **The student must notify the instructor in advance via email and telephone of the inability to attend the EXAM.** In the event of lack of advance notification, a zero will be given for the missed exam.

The missed exam must be made up within one week of the scheduled exam in the testing center. **Only one exam may be missed.** If a second exam is missed, a zero will be recorded for the exam grade as well as for any additionally missed exams.

**The student must notify the professor in person and in an email of the intention to make up the exam.** Failure to do so will result in a zero for the exam.

If a student in the class misses an exam the class will not review the exam until the student takes the make-up exam.

Also, no exam grades will be posted until the student that missed the exam makes it up.

The final exam must be taken at the scheduled time and date. There is no make-up exam for final exams. Final exams are not reviewed. If a student fails to take the final exam a grade of

zero will be given.

## Failing Unit Examinations

The failing of unit exams or receiving a grade of zero will require the student to seek and attend tutorial assistance from the designated instructor, or tutorial services. The student must present written confirmation of tutorial attendance before the next scheduled exam. If student does not present confirmation of tutorial they will not be permitted to take the exam and a grade of zero will be given.

### EGLS3: Evaluation for Greater Learning Student Survey System

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

### Attendance and Withdrawal Policy:

Consistence, punctual class attendance is essential. Students who are absent more than 12.5 % (6 hours or 2 days) of the hours of Instruction will be administratively withdrawn from the course. Tardy/absence is defined as any time not in class. If you arrive to class after the scheduled time or leave class early, the number of minutes not present will count towards the accumulation of absence hours. Students will be responsible for signing the roll each class day. **Three tardies equal one absence.**

### **Failure to sign the roll will result in an absence.**

You **MUST** visit with a faculty advisor, a counselor, or on-line student services at <http://studentservicesonline.hccs.edu/> prior to withdrawing (dropping) the class and this must be done prior **to April 1, 2019** to receive a “W” on your transcript. After that deadline, you will receive a failing grade of “F”. See HCC Vocational Nursing Student Handbook, p.31-32, for attendance policies; p. 48 for withdrawal policies.

### SCANS Competency

The VNSG 1227 Course covers two SCANS Workplace Competencies:

Use Information Skills: #7 Organize Information
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Enhance Basic Skills: #32 Demonstrate Mathematics Skill
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### SCANS Competency

Upon successful completion of VNSG 1227 the student will be able to: demonstrate accurate dosage calculation; discuss the principles of medication administration safety; identify the elements of accurate documentation of medication administration; and identify the classification of drugs used for various disorders of the systems.

## **Students with Disabilities:**

### Americans with Disabilities Act (ADA)

HCCS recognizes its responsibility not to discriminate against anyone who has a documented disability that substantially limits one or more major life activities; has a record of such impairment; or is regarded as having an impairment. Specific policies have been established to enable students with documented disabilities who are otherwise qualified, to request accommodations which would allow them equal access to the College under Section 504 of the Rehabilitation Act of 1973 and under the Americans with Disabilities Act of 1990.

A *new*, updated letter of accommodation should be submitted to instructors within the first three days of each semester. Students who submit a letter of accommodation any time after the first three days of a semester should expect to begin receiving accommodations following a 24-hour time frame for instructors to implement new changes.

Obtaining reasonable accommodations is an interactive process that begins with the student's disclosure of his/her disability directly with the ADA Counselor in Ability Services. The ADA Counselor for the Coleman College is located in room 101 of the Learning Success Center (LSC).

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc...) who needs to arrange reasonable accommodations must contact the Disability Services Office at their perspective college at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office. For additional information call Donna Price at 713-718-[5165](tel:713-718-5165) or [eamil.donna.price@hccs.edu](mailto:eamil.donna.price@hccs.edu).

Evaluation for Greater Learning Student Survey system at Houston Community College is believed by professors as being a thoughtful way for students to give feed- back that is necessary to improve teaching and learning during a designated time. The student's will be instructed to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

## **Students' Rights:**

### **Title IX: Sex Discrimination and Sexual Misconduct**

The Houston Community College is committed to providing a learning and working environment that promotes personal integrity, civility and mutual respect in an environment free of discrimination and harassment on the basis of race, color, religion, sex, gender identity and gender expression, national origin, age, disability, sexual orientation, or veteran status.

Sex discrimination includes all forms of sexual and gender-based misconduct. Sex discrimination violates an individual's fundamental rights and personal dignity. HCC is committed to the principle that the working environment of its employees and the classroom environment for students should be free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence by employees, students or third parties. Sexual and gender-based misconduct is unprofessional and will not be tolerated and is expressly prohibited. Individuals who engage in such conduct will be subject to disciplinary action.

Title IX of the Education Amendments of 1972 (“Title IX”), 20 U.S.C. §1681 *et seq.*, is a Federal civil rights law that prohibits discrimination on the basis of sex—including pregnancy and parental status—in educational programs and activities. Students who become pregnant during the program should consult with the Program Director as well as the Ability Services Counselor to be sure they understand their rights under Title IX. In situations that involve absence from class, this consultation may include a discussion about receiving Incomplete Grades instead of a full term withdrawal, the ability to voluntarily leave the program based on agreed terms for return, the opportunity to resume enrollment without being subject to a new admission process, and return with restrictions as long as accommodations provided through Ability Services effectively helps the student meet the Program’s Essential Functions. Students should contact the Counselor in Ability Services for assistance with requesting and receiving academic accommodations due to pregnancy or parental status.

Students who believe that they have been the victim of misconduct prohibited by these regulations may submit a compliant to initiate College action. More information regarding your rights under Title IX and compliant forms are available online at:

<http://www.hccs.edu/district/departments/institutionalequity/title-ix-know-your-rights/>

**Title IX Coordinator**

**James David Cross, Director of EEO/Compliance**

**HCC Office of Institutional Equity**

**3100 Main, Room 702**

**P.O. Box 667517**

**Houston, TX 77266-7517**

**(713) 718.8271**

“Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Student for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable us to provide any resources that HCC may possess.”

**TEXAS HB 1508**

Texas HB 1508 requires the following information be given to students. If you are applying for admission to a program that prepares an individual for an initial occupational license or certification and/or if you later decide to change to a program that prepares you for an initial occupational license or certification, in accordance with state law, please be advised of the following:

1. An individual who has been charged or convicted of an offense or who is on probation may not be eligible for issuance of an occupational license or certification upon completion of the educational program.

2. It is the responsibility of the individual to immediately report to the program any change in status that would affect that individual's eligibility to apply for a license or certification.

3. Local, state or national licensing and certification authorities may issue additional guidelines related to criminal history. Applicants should contact their respective licensing or certification authority for more details.

Most health care programs require all students, admitted to the program, to submit to a national background check which may include fingerprinting. Applicants are encouraged to review all applicable eligibility requirements related to the respective occupational license or certification. Questions related to eligibility requirements should be directed to the individual program and applicable licensing or certification authority.

**Students with Disabilities:** See HCC Vocational Nursing Handbook, pg. 12

**Statement of Academic Honesty:** See HCC Vocational Nursing Handbook, p. 35,

**Major HCC Policy on use of Recording Devices:** See HCC Vocational Nursing Handbook, p.12



## Differentiated Essential Competencies (DECs) Of Graduates of Texas Nursing Programs- Vocational Nursing (VN)

### VNSG 1227 Essentials of Medication Administration

<b>I. Member of the Profession</b>	<b>A. Function within the nurse’s legal scope of practice and in accordance with the policies and procedures of the employing health care institution or practice setting.</b>
	<ol style="list-style-type: none"> <li>1. a. Texas Nursing Practice Act.</li> <li>    b. Texas Board of Nursing Rules, Position Statements, and Guidelines.</li> <li>    c. Federal, state, or local laws, rules, and regulations affecting nursing practice.</li> <li>2. Nursing scope of practice in relation to delegated medical acts and facility policies</li> <li>3. Standards and guidelines from professional organizations.</li> <li>4. Facility policies and procedures.</li> </ol>
	<b>B. Assume responsibility and accountability for the quality of nursing care provided to patients and their families.</b>
	<ol style="list-style-type: none"> <li>1. a. Texas Board of Nursing Standards of Practice.</li> <li>    b. National standards of vocational nursing practice and care.</li> <li>    c. National Federation of Licensed Practical Nurses Code of Ethics</li> <li>    d. Advocacy process.</li> </ol>
	2. Legal parameters of vocational nursing practice and the Texas Nursing Practice Act, including Safe Harbor.
	3. Issues affecting the vocational nurse role and the delivery of culturally-sensitive care to patients and their families.
	7. a. Professional characteristics and values such as altruism, human dignity, truth, justice, freedom, equality, and esthetics. Aspects of professionalism including attention to appearance and demeanor. Communication techniques to maintain professional boundaries.
<b>II. Provider of Patient-Centered Care</b>	<b>B. Assist in determining the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based on interpretation of health-related data.</b>
	7. Common disease processes, medication administration, and other therapies and treatments.
	<b>C. Report data to assist in the identification of problems and formulation of goals/ outcomes and patient-centered plans of care in collaboration with patients, their families and the interdisciplinary health care team.</b>
	8. Concepts from basic sciences and support courses.
	<b>E. Implement aspects of the plan of care within legal, ethical, and regulatory parameters and in consideration of patient factors.</b>
	<ol style="list-style-type: none"> <li>6. a. Properties, effects, and basic principles underlying the use and administration of pharmacotherapeutic agents, including patients’ responses.</li> <li>    b. Effects of misuse of prescription and nonprescription medications and other substances.</li> </ol>
	<b>F. Identify and report alterations in patient responses to therapeutic interventions in comparison to expected outcomes.</b>
	1. Mechanisms to evaluate specific nursing interventions and patient outcomes.
	2. Factors indicating changes that have potential for life-threatening consequences based on knowledge of life sciences.
	<b>G. Implement teaching plans for patients and their families with common health problems and well-defined health learning needs.</b>
	1. Lifespan development and common situational variables affecting learning, such as stress, pain, and fear.

	2. Basic principles of the teaching/ learning process.
<b>III. Patient Safety Advocate</b>	B. Implement measures to promote quality and a safe environment for patients, self, and others.
	1. A systematic problem-solving process in the care of patients and their families.
	2. a. Priority setting based on patient health status and individual characteristics. b. Clinical reasoning processes.
	<b>B. Assist in determining the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based on interpretation of health-related data.</b>
	4. Principles of a culture of safety including safe disposal of medications and hazardous materials.
<b>IV. Member of the Health Care Team</b>	<b>A. Communicate and collaborate with patients, their families, and the interdisciplinary health care team to assist in the planning, delivery, and coordination of patient-centered care to assigned patients.</b>
	4. a. Patient advocacy and consumer rights and responsibilities. b. Legal and ethical processes related to healthcare.

**HOUSTON COMMUNITY COLLEGE: VOCATIONAL NURSING PROGRAM**

**VNSG 1227: ESSENTIALS OF MEDICATION ADMINISTRATION**

**COURSE EXPECTATIONS CONTRACTUAL AGREEMENT**

I, \_\_\_\_\_, have read the VNSG 1227 SPRING 2019 Syllabus and fully understand the expectations of me as a student in this course.

I acknowledge that I am aware that the VNSG Student Handbook is on the VNSG 1227 Canvas Course and I am accountable for following the policies and procedures discussed in the handbook.

In addition, I agree to neither give nor receive any information about test content in this course.

My signature below signifies my willingness to comply with the course requirements. I also understand that the syllabus is online and it is my responsibility to obtain a printed copy.

\_\_\_\_\_

E-Mail Address

\_\_\_\_\_

Phone Number

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Signature

Date