NUR 3108
MEDICAL DOSAGE CALCULATION
FALL 2021

ANGELO STATE UNIVERSITY – ARCHER COLLEGE OF HEALTH AND HUMAN SERVICES

FACULTY & STAFF

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Office Phone (325) 486-6858

COURSE DESCRIPTION

Dosage calculation includes reading, interpreting and solving calculation and other problems encountered during the process of nursing care and administering medications or fluids.

CREDITS

(1-0-0)

PREREQUISITE COURSES

None

CO-REQUISITE COURSES

None

PRE-REQUISITE SKILLS

Accessing internet web sites, use of ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are an expectation of the Generic BSN program. Computer requirements are further delineated in the Department of Nursing Undergraduate Student Handbook and all students are required to have access to a dependable computer with a reliable Internet Service Provider. Tutorials for ASU Library and for Blackboard are available through RamPort. The ASU Nursing Program Undergraduate Student Handbook should be reviewed before taking this course (http://www.angelo.edu/dept/nursing/handbook/index.html).

COURSE DELIVERY

Face to face didactic presentation and skills demonstrations along with mentored skills practice. In addition, there are on-line assignments, case studies plus clinical simulations integrating nursing concepts into practice.
REQUIRED TEXT AND MATERIALS

Simple Calculator. You are forbidden from using a programmable calculator or one with conversion factors built into the unit. You may not use anything other than a simple calculator and paper for testing purposes. It is suggested to use a calculator which uses both solar and/or battery power, has simple functions, big buttons and a big display. These are relatively inexpensive. If you have questions about your calculator legitimacy see me and I’ll answer your questions. You may not use your mobile phone for exams or quizzes.

Texas Board of Nurse Examiners Nurse Practice Act. Standards 217.11 & 217.12
Active ASU computer account
OTHER REQUIRED MATERIALS
  Computer with MAC or Windows Operating System
  High Speed Internet Access
  ATI and EHR TUTOR account

OTHER REQUIRED MATERIALS
Current Nursing Fundamentals text
Drug Handbook of choice
Medical dictionary of choice
Angelo State University Course Syllabus for NUR 3108
Active ASU Computer Account
Texas Board of Nurse Examiners Nurse Practice Act “Standards of Care” and “Unprofessional Conduct” 217:11 and 217:12
Computer with MAC or Windows Operating System
High Speed Internet Access
ATI and EHR TUTOR account current and active
Refer to Angelo State University’s Distance Education website for further technology requirements: http://www.angelo.edu/distance_education/

BSN PROGRAM OUTCOMES
Upon completion of the program of study for the Generic BSN, the graduate will be prepared to:

1. Integrate nursing and related theories into the planning and/or delivery of safe nursing care.
2. Engage leadership concepts, skills and decision-making in the planning and/or implementation of patient safety and quality improvement initiatives.
3. Identify and appraise best research evidence to improve and promote quality patient outcomes.
4. Utilize technology to access information, evaluate patient data and/or document care.
5. Participate in political/legislative processes to influence healthcare policy.
6. Engage in effective collaboration and communication within interdisciplinary teams.
7. Design and/or implement health promotion & disease prevention strategies for culturally competent care.
8. Demonstrate standards of professional, ethical, and legal conduct.
9. Practice and/or coordinate, at the level of the baccalaureate prepared nurse, to plan and/or implement patient centered care.
COURSE OBJECTIVES/STUDENT LEARNING OUTCOMES

<table>
<thead>
<tr>
<th>Course Objective/Student Learning Outcomes</th>
<th>BSN Outcomes</th>
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<tbody>
<tr>
<td>1. Solve dosage calculation and medication administration problems using a critical thinking approach.</td>
<td>1,2,3,4,5,6</td>
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GRADING SYSTEM
Course grades will be dependent upon meeting the learning objectives and completing course requirements. The student must have a passing grade of 70 or more for course average in order to progress to the next nursing classes. Student conferences with instructors are required when an examination grade is below 75% and/or when course average is below 75%.

The following grading scale is in use for this course:

- A = 90-100 %
- B = 80-89.99 %
- C = 70-79.99 %
- D = 60-69.99 %
- F = 0-59.99 %

Note: All grades to include final course grade, assignments, and exams are **not** rounded up to the nearest whole number.

EVALUATION AND GRADES

<table>
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<tr>
<th>Assessment Activity</th>
<th>Grade %</th>
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<tbody>
<tr>
<td>Midterm Exam</td>
<td>26%</td>
</tr>
<tr>
<td>Final Examination</td>
<td>34%</td>
</tr>
<tr>
<td>Assignments</td>
<td>20%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
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</table>

TEACHING METHODS AND STRATEGIES

Methods: assigned readings, lecture, case studies, role playing, critical thinking exercises, exams, quizzes, discussions, participation, simulations, skills demonstration and practice, individual/pair/ and group activities, internet resources, written assignments and independent homework.

Students are expected to be "active learners". It is a basic assumption of the instructor that students will be involved (beyond the materials and lectures presented in the course) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples using the Internet and discussing course material and clinical experiences with their peers.

ASSIGNMENT AND ACTIVITY DESCRIPTIONS

QUizzes
Expect weekly quizzes related to material presented during previous classes or material to be presented that day from your reading in Olsen.

Assignments
Expect weekly assignments in the Olsen text, ATI online, Blackboard postings or other assigned material. All work is submitted online via Blackboard under SUBMIT ASSIGNMENTS tab.

Exams
There are two major exams during the semester. The midterm will be probably be October 12th or 19th and the Final Exam will be given Tuesday, December 7th from 0800-1000 hrs.
WRITTEN WORK
All assigned work is expected to be turned in on time in the SUBMIT ASSIGNMENTS tab in Blackboard. Please review the policies on Plagiarism and Copyright guidelines (listed in this syllabus) prior to submitting assignments.

LATE WORK OR MISSED ASSIGNMENTS POLICY
Due dates and times for assignments are posted online. Failure to submit your assignments on the assigned date will result in a fifty percent (50%) deduction for one day (24 hours) after the posted deadline and eighty percent (80%) for two days (48 hours). No assignment will be accepted more than 48 hours past the assigned due date unless negotiated prior to the due date. There are no makeups for quizzes or assignments. There are no makeup for exams or assignments unless prearranged with faculty. Please refer to the Angelo State University Undergraduate Nursing Handbook, located on the Nursing website http://www.angelo.edu/dept/nursing/handbook/index.html

COMMUNICATION
Please use the email address/phone numbers provided under Faculty Information. Should an emergency arise or if you have a pressing need please call faculty directly using the numbers provided. Faculty will usually respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. If you do not get an email response within 24 hours call them directly. Written communication via email will be done exclusively through your ASU email address.

Use Good "Netiquette":
• Check the discussion frequently and respond appropriately and on subject.
• Focus on one subject per message and use pertinent subject titles.
• Capitalize words only to highlight a point or for titles. Otherwise, capitalizing is generally viewed as SHOUTING!
• Be professional and careful with your online interaction. Proper address for faculty is by formal title such as Dr. or Ms./Mr. Jones.
• Cite all quotes, references, and sources.
• When posting a long message, it is generally considered courteous to warn readers at the beginning of the message that it is a lengthy post.
• It is extremely rude to forward someone else's messages without their permission.
• It is fine to use humor, but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism or flaming (angry, antagonistic criticism). Feel free to use emoticons such as :) to let others know you are being humorous.

(The "netiquette" guidelines were adapted from Arlene H. Rinald's article, The Net User Guidelines and Netiquette, Florida Atlantic University, 1994, available from Netcom.)

ATTENDANCE
Class attendance is necessary and required for successful and satisfactory completion of all course objectives; therefore, students must attend all course sessions. If a situation arises that prevents the student from attending class he or she should contact the instructor.

According to the undergraduate handbook, a week’s worth of cumulative absences in any one course will result in faculty evaluation of the student’s ability to meet course objectives and may result in failure of the course. Three tardies (over 5 minutes late) will equal 1 hour of absence. Failure to meet these requirements hinders the student's ability to complete the course. Attendance will be monitored each day. If a student misses a lab then they are responsible to contact the instructor to make up the missed material.
GENERAL POLICIES RELATED TO THIS COURSE

All students are required to follow the policies and procedures presented in the following documents:

- ASU Undergraduate Catalog located on the ASU website
- ASU Nursing Program Undergraduate Student Handbook, located on the Nursing website

IMPORTANT UNIVERSITY DATES FALL 2021

<table>
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<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 23</td>
<td>First day of classes for ASU</td>
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<tr>
<td>September 6</td>
<td>University closed for Holiday</td>
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<tr>
<td>November 24-26</td>
<td>University closed for Holiday</td>
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<tr>
<td>December 10</td>
<td>Nursing Pinning Ceremony Fall 2021</td>
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<tr>
<td>December 11</td>
<td>Fall 2021 Commencement</td>
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ACADEMIC INTEGRITY

Academic honesty is expected on all work. Students are expected to maintain complete honesty and integrity in their educational experiences. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU. All codes and policies are set forth in the University Student Handbook of Angelo State University [http://www.angelo.edu/student-handbook/](http://www.angelo.edu/student-handbook/) as well as the Department of Nursing Undergraduate Student Handbook [http://www.angelo.edu/dept/nursing/handbook/index.html](http://www.angelo.edu/dept/nursing/handbook/index.html).

PLAGIARISM

Plagiarism at ASU is a serious topic. The Angelo State University’s Honor Code gives specific details on plagiarism and what it encompasses. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word for word without quotation marks and the source of the quotation. We use the *APA Style Manual of the American Psychological Association* as a guide for all writing assignments. Quotes should be used sparingly. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list. Papers are subject to be evaluated for originality via Bb Safe Assignment or Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center [http://www.angelo.edu/dept/writing_center/academic_honesty.php](http://www.angelo.edu/dept/writing_center/academic_honesty.php).

SOCIAL MEDIA POLICY

“The Angelo State University Nursing Program supports the use of social media in personal/non-academic or non-professional contexts.” Nursing students are expected to engage in professional behavior during didactic/lecture sessions. This professional behavior excludes engaging in social networking (blogs, Twitter, Facebook, texting, surfing the internet, etc.) during lecture time. Any student caught during lecture time engaging in social media, not otherwise authorized by the instructor, will be asked to leave the class and will receive an unexcused absence for that lecture time. It is acceptable to engage in social networking before class, during lecture time breaks and after class time. Please refer to the Department of Nursing Undergraduate Student Handbook, on the Nursing website, for further clarification of expected professional behavior related to social networking.

PERSONS WITH DISABILITIES AND SPECIAL ACCOMMODATIONS REQUEST

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the
university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website at www.angelo.edu/ADA. The employee charged with the responsibility of reviewing and authorizing accommodation requests is: Dallas Swafford; Phone: 325-942-2047; dallas.swafford@angelo.edu; Houston Harte University Center, Room 112.

INCOMPLETE GRADE POLICY (OP 10.11 Grading Procedures)
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required.

STUDENT ABSENCE FOR OBSERVANCE OF RELIGIOUS HOLY DAYS
“A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence.” Please see ASU Operating Policy 10.19.

COPYRIGHT POLICY
Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

SYLLABUS CHANGES
The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a Blackboard announcement. It is the student’s responsibility to look for such communications about the course on a daily basis.

WE BLINKS
Board of Nursing for the State of Texas http://www.bne.state.tx.us/
BSN Student Resources http://www.angelo.edu/dept/nursing/student_resources/

STUDENT EVALUATION OF FACULTY AND COURSE
Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences.

Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

Areas of evaluation include:
1. Gaining factual knowledge (terminology, classifications, methods, trends)
2. Learning fundamental principles, generalizations, or theories
3. Learning to apply course material (to improve thinking, problem solving, and decisions)
4. Developing specific skills, competencies, and points of view needed by professionals in the field
5. Acquiring skills in working with others as a member of a team
6. Gaining a broader understanding and appreciation of intellectual activity.
7. Developing skill in expressing oneself orally or in writing
8. Learning how to find and use resources for answering questions or solving problems
9. Acquiring an interest in learning more by asking questions and seeking answers

**********End of syllabus**********