

## New Course Proposal

Prepare course proposal in accordance with the guidelines below and the format shown on the following pages.

22-23-14

**COURSE PROPOSAL NUMBER:** Click or tap here to enter text.

**REVISION** (label Revision #1, #2, etc.): Click or tap here to enter text.

### SECTION 1: PROPOSAL INFORMATION

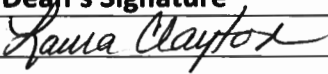
Name:	Brianna Locante
Title:	ASN Department Chair/ Assistant Professor
E-mail Address:	<a href="mailto:blocante@fairmontstate.edu">blocante@fairmontstate.edu</a>
Phone Number:	724-681-8110

College:	College of Nursing
Department:	ASN Program: Traditional and Weekend Hybrid
Program Level:	Undergraduate
Date Originally Submitted:	11/15/2022
Implementation Date Requested:	8/21/2023

### APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental support of this new course proposal. Should this new course affect any other department or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the letters(s) of support must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
College of Nursing	

**ADDITIONAL COMMENTS:** This proposal combines three (3), 1-credit pharmacology courses required in the second, third, and fourth semesters of the Traditional ASN and Hybrid/Weekend ASN program into one 3-credit course taken in the second semester of these programs.

## New Course Proposal

### SECTION 2: COURSE CATALOG INFORMATION

1. <b>Course Subject Prefix and number (e.g., ENGL 1101):</b> Course number/prefix combinations may be used only once, and <u>may not be recycled</u> ; please check with the Registrar's Office to get a list of available, valid course numbers.	NURS 1100
2. <b>Course Title:</b> The title of the course as it will appear in the course catalog.	Basic Drug Dosage Calculations for Nurses
3. <b>Number of Credit Hours:</b> Indicate the total number of credit hours for the course. If you are proposing a course with variable credit options, explain that here.	2
4. <b>Repeatability (number of repeat credit hours):</b> Students can repeat the course for credit.	Yes
5. <b>Course Prerequisites:</b> Include subject prefix and course number. List only immediate prerequisites (not prerequisites for other prerequisite courses).	
6. <b>Course Co-requisites:</b> Include subject prefix and course number.	
7. <b>Course Cross-listings (e.g., PSYC 2230 and SOCY 2230)</b>	
8. <b>Course Restrictions (e.g., Seniors only)</b>	
9. <b>Grade Type:</b> Indicate whether students will be assigned a standard A-F final grade, a Pass/Fail (P/F) grade, or No Grade (NG).	Standard A-F final grade
10. <b>Requirements:</b> Will the course be a required or elective course? What course requirements will this course satisfy? Indicate specific major, minor, or College/Department requirement(s).	Requirement of the ASN programs – traditional and weekend
11. <b>Course Terms:</b> In what semester(s) will the course be offered? (e.g., Fall only, Summer)	Fall and Summer Terms
12. <b>Writing Intensive:</b> Does this course fulfill the Writing Intensive major requirement?	No
13. <b>Core Curriculum:</b> Will the course be reviewed and considered as a University Core Curriculum course offering? If yes, you will need to submit a separate Core Curriculum application to the General Studies Committee.	No

### SECTION 3: CURRICULUM-BASED RATIONALE

What is the reason for developing the proposed course? Explain how the course fits into the curriculum. For example, is it a required or elective course for any specific program (if so, which one)? Which students will be taking this course? If there are already similar courses offered, explain why the needs of the program cannot be satisfied by an existing course. The curriculum-based rationale should be brief and to the point.

Many of the nursing students have difficulty performing correct dosage calculations. Faculty report that 25-30% of students miss 50% or more of drug calculations on unit and final exams. Faculty frequently tutor nursing students one-one-one to assist them with understanding drug calculations. These courses would provide students with additional opportunities for education on drug dosage calculations and practice performing calculations, which would ultimately increase the students' knowledge and competency level. In clinical practice incorrect drug dosage calculations has the potential to and can result in negative patient outcomes even resulting in patient morbidity/mortality, legal actions, and license probation/suspension/removal.

### SECTION 4: ATTACH THE FOLLOWING SYLLABUS COMPONENTS:

**Catalog Course Description:** Include a course catalog description written in complete sentences that will be published in the university catalog. The word length for a catalog description should be less than 80 words. Do not include any prerequisites, corequisites or any other restrictions in the description.

Basic Drug Dosage Calculation for Nurses: (2 credit hours). The course focuses on foundational components of safe medication calculation with emphasis on critical thinking techniques to effectively, accurately and safely calculate basic dosages of medications across the lifespan. It includes reading, interpreting and solving calculation problems encountered in the preparation of medication.

**Course Learning Outcomes:** These should be stated in terms of what new knowledge and/or skills students should be able to demonstrate upon successful completion of the course. Present course learning outcomes as a bulleted list predicated with

Concepts	Outcome(s)
Human Flourishing	Calculate conversion of units between mathematical systems.  Interpret medication labels to provide safe and appropriate medication dosages.

Nursing Judgment	Utilize critical thinking processes to interpret medication labels, healthcare provider and protocol orders for medications for patients across the lifespan.
Professional Identify	Execute accurate calculations using critical thinking to provide safe medication administration to patients across the lifespan.
Spirit of Inquiry	Identify appropriate and safe dosages of medications for patients across the lifespan.

**Assessment:** Describe generally how students' achievement of the course learning outcomes will be assessed.

Concepts	Outcome(s)	Assessment
Human Flourishing	Calculate conversion of units between mathematical systems.  Interpret medication labels to provide safe and appropriate medication dosages.	<ul style="list-style-type: none"> <li>- Unit exams</li> <li>- Standardize exams</li> <li>- Dosage Calculation quizzes/worksheets</li> </ul>
Nursing Judgment	Utilize critical thinking processes to interpret medication labels, healthcare provider and protocol orders for medications for patients across the lifespan.	<ul style="list-style-type: none"> <li>- Unit exams</li> <li>- Standardize exams</li> <li>- Dosage Calculation quizzes/worksheets</li> </ul>
Professional Identify	Execute accurate calculations using critical thinking to provide safe medication administration to patients across the lifespan.	<ul style="list-style-type: none"> <li>- Unit exams</li> <li>- Standardize exams</li> <li>- Dosage Calculation quizzes/worksheets</li> </ul>
Spirit of Inquiry	Identify appropriate and safe dosages of medications for patients across the lifespan.	<ul style="list-style-type: none"> <li>- Unit exams</li> <li>- Standardize exams</li> <li>- Dosage Calculation quizzes/worksheets</li> </ul>

**Course Outline:** Attach a course content outline consisting of at least two levels.

Week/Unit	Date	Topic(s)/Readings	Graded Assignments /Due dates & times
1 Unit 1		Review of math, fractions, decimals, ratios, proportion.	Dosage Calculations Pre-test

		Metric & Household Measurements Reading Assignments: Ch 6	
2		Calculations used in patient assessments Reading Assignments: Ch 7	Worksheet HW
3		Interpretation of the Licensed Prescriber's Orders Reading Assignment: Ch 9 Reading Medication Labels Reading Assignment: Ch 10	Measurements Quiz
4		<b>Unit 1 Exam</b>	<b>Unit 1 Exam</b>
5		Oral Dosages Reading Assignment: Ch 11	
Unit 2			
6		Parenteral Dosages Reading Assignment: Ch 12	Worksheet HW
7		Dosages measured in Units Reading Assignment: Ch 13 Reconstitution of Medications Reading Assignment: Ch 14	Conversions Worksheet
8		<b>Unit 2 Exam</b>	<b>Unit 2 Exam</b>
9		Intravenous Flow Rates Reading Assignment: Ch 15, 16	
Unit 3			
10		Critical Care Dosages and Intravenous Flow Rates Reading Assignment: Ch 17	Worksheet HW
11		<b>Unit 3 Exam</b>	<b>Unit 3 Exam</b>
12		Pediatric Dosages Reading Assignment: Ch 18	
13		Obstetric Dosages Reading Assignment: Ch 19	Worksheet HW
14		<b>Unit 4 Exam</b>	<b>Unit 4 Exam</b>
15		<b>Final</b>	

## Basic Drug Dosage Calculations for Nurses

NURS 1100 - 01

Fall 2023

Name	Office	Office Hours	Office Phone	Email
***** Assistant Professor of Nursing	ED	*****	304-367-****	*****@fairmontstate.edu

### COURSE DESCRIPTION/PREREQUISITES:

Basic Drug Dosage Calculation for Nurses: (2 credit hours). The course focuses on foundational components of safe medication calculation with emphasis on critical thinking techniques to effectively, accurately and safely calculate basic dosages of medications across the lifespan. It includes reading, interpreting and solving calculation problems encountered in the preparation of medication.

### CREDIT BREAKDOWN: 2 credits

- Lecture hours/wk: 2 credits

### COURSE FORMAT: Lecture

### COURSE OUTCOMES:

Concepts	Outcome(s)
Human Flourishing	<ol style="list-style-type: none"> <li>1. Calculate conversion of units between mathematical systems.</li> <li>2. Interpret medication labels to provide safe and appropriate medication dosages.</li> </ol>
Nursing Judgment	<ol style="list-style-type: none"> <li>3. Utilize critical thinking processes to interpret medication labels, healthcare provider and protocol orders for medications for patients across the lifespan.</li> </ol>
Professional Identify	<ol style="list-style-type: none"> <li>4. Execute accurate calculations using critical thinking to provide safe medication administration to patients across the lifespan.</li> </ol>
Spirit of Inquiry	<ol style="list-style-type: none"> <li>5. Identify appropriate and safe dosages of medications for patients across the lifespan.</li> </ol>

**REQUIRED TEXTBOOK AND RESOURCES WITH ISBN:**

- Calculation of Drug Dosages, 12th Edition, Ogden ISBN: 978-0323826228

**Minimum Technical Requirements**

You will need the following software in order to complete the activities in this class:

1. Word Processing package, such as Microsoft Word or Open Office. Please save your documents as a Microsoft Word file (with a file extension of .doc or .docx) before submitting your project assignments.
2. Adobe Acrobat Reader: Test your computer by trying to open this file: PDF File . If you do not have Adobe Acrobat Reader, you can download it free from:  
<http://www.adobe.com/products/acrobat/readstep.html>
3. Virus Protection Software. This course requires you to download and upload files from your PC. Virus protection software protects your computer and mine.

**Contact and Participation Information**

You are encouraged to contact the course professor with any questions or concerns about the course. The preferred method of contact is the Course E-mail located in the Blackboard Learning Management System for the course. I encourage you to contact me immediately if you have any questions about the course. Please plan accordingly as I have 72 business hours in which to respond to student e-mails as outlined in the College of Nursing Student Handbook.

**Virtual Office Hours**

I am available in my virtual office by appointment only. Send an email to set up an appointment.

**Instructor Commitment**

My commitments to you as an instructor include:

- Replying to emails within 72 business hours, unless otherwise noted.
- Reading and replying to discussion posts.
- Course messages will be checked at a minimum of daily, Monday – Friday.

**BLACKBOARD INFORMATION:**

This course uses Blackboard Management System to deliver instruction, supply course materials, and to facilitate communication between students and faculty. If you are new to using Blackboard, then it is recommended that you complete the Blackboard Tutorial once you log into the course. The tutorial can be accessed using the “Blackboard Help” link in the menu in the left hand column of the Course Page. The tutorial is designed to help you learn how to navigate Blackboard. Students should log into Blackboard on a daily basis to receive any course updates from your instructors.

## TECHNOLOGY ASSISTANCE INFORMATION

### Teaching & Learning Commons Help Information

Phone: 304-367-4810 Option 3

Email: [help@fairmontstate.edu](mailto:help@fairmontstate.edu)

Hours: See Website for most current hours of operation

Weblink: <http://www.fairmontstate.edu/it/teaching-learning-commons>

For Blackboard assistance outside of normal Teaching & Learning Commons business hours, contact WVNET at 304-293-5192.

## EVALUATION METHODS

	<b>Points Each</b>	<b>Total Points</b>
<b>Testing Component</b>		
Unit 1 Exam	50 questions (1 pt each)	50 points
Unit 2 Exam	50 questions (1 pt each)	50 points
Unit 3 Exam	50 questions (1 pt each)	50 points
Unit 4 Exam	50 questions (1 pt each)	50 points
Final Exam	50 questions (1 pt each)	50 points
<i>total test points</i>		<b>250 points</b>
<i>total test points needed to pass</i>		<b>187.5 points</b>
<b>Assignment Component</b>		
Dosage Calculations Pre-test	15 points	15 points
Unit 1 Worksheet	10 points	10 points
Unit 1 Measurement Quiz	15 points	15 points
Unit 2 Worksheet	10 points	10 points
Unit 2 Conversions Worksheet	15 points	15 points
Unit 3 Worksheet	10 points	10 points
Unit 4 Worksheet	10 points	10 points
<i>total assignment points</i>		<b>85 points</b>
<i>total assignment points needed to pass</i>		<b>63.75 points</b>
<b>Course total</b>		
		<b>335 points</b>



## **GRADING SCALE**

A = 92-100%

B = 84-91%

C = 75-83%

D = 66-74%

F = <66%

A grade of “C” or above is required to pass the course and progress in the program. Grades will not be rounded and no extra credit will be given.

For grading purposes this course will be broken down into two components: (1) Testing component and (2) Assignment component. In order to pass the course, you must pass both of the components. A student with a final score of less than 75% in either the testing component or the assignment component will not be allowed to progress in the nursing program. If a student has a final grade for one component of less than 75% or unsatisfactory, the grade given for the course will be D. If a student has a final grade for two components of less than 75% or unsatisfactory, the grade given for the course will be F. Grades will not be rounded up. Students who do not meet passing requirements must withdraw from the program and refer to the readmission criteria in the SON student handbook.

### **Standardized Testing and Assessment:**

The FSU SON is committed to providing quality educational opportunities and experiences for every student. While grades are one measure of student performance, grades alone do not provide the school with the necessary data to ascertain areas of the curriculum that are strong as well as areas that need improvement. Therefore, nursing students must participate in periodic assessment activities as directed by the SON. At the conclusion of each semester, students are required to take a final examination after the completion of specified nursing courses. Students are also required to take a comprehensive standardized exam in the last semester of the nursing program. Assessment data may also be collected at additional times at the discretion of the SON. The purpose of gathering assessment data is to monitor the quality of the nursing courses and to improve, when necessary, the educational experience of students.

The final exam for this class will be a comprehensive exam of this course. Time and date for the final exam will be announced.

### **Testing Procedures**

#### **Exam Access:**

- Exams will be scheduled for a specific date and time.

- Online exams must be accessed through *Repondus Lockdown Browser* using *Respondus Monitor* or its equivalent.

**Prior to the exam:**

- Students must be logged in to BlackBoard 10 minutes before the testing time.
- Students must take the exams in a quiet environment free from distractions.
- Directions regarding computer maintenance will be posted on BlackBoard throughout the semester.
- Each student is personally responsible to maintain his or her computer according to posted directions.
- Any computer with testing issues must be diagnosed by IT and corrected prior to the next schedule exam. Written confirmation from IT will be required in order to sit for the next exam.
- Students must remove hats, drinks, and all items from the testing environment. The only items permitted in the testing area are the student's laptop, mouse, ear plugs, and eyeglasses.
- Students are required to download and install the testing software as described in Blackboard. This is a custom browser that locks down the testing environment and allows faculty to monitor the testing environment.

**During the exam:**

- Any and all computer problems must be reported to a proctor before the student leaves the testing environment.
- Students may only ask questions in the event of technical difficulties. Any questions about the test itself will be addressed through the test question appeal procedures.
- Students who have repeated or unresolved technical issues may have to exit the exam and take the scheduled make up exam.
- Students must not print, copy, go to another URL, or access other applications. When an assessment is started, students are locked into it until they submit the test for grading.
- Exams are timed and password protected.
- Exams will close when the allotted time for work expires.
- Students will not be allowed to have a scrap piece of paper for the exam. Instead, students will be able to use a small, handheld dry erase board during the exam. When beginning the exam, students will need to show the blank dry erase board to the camera. Once the exam is completed, students must show the dry erase board to the camera and then erase the board in front of the camera and show the blank dry erase board again before submitting the exam.

- Due to the change in test administration, students will not be able to view question rationales after the exam due to test security. If a student has issues or questions related to a question, they are encouraged to reach out to course faculty for a discussion on the issue within 2 days of the exam date.

**Following the exam:**

- Faculty will analyze statistics regarding the exam and test questions and will consider question appeals submitted by students.
- Faculty will also analyze statistics to identify weak content/concepts and address those to the class in lieu of seeing specific question rationales after the exam.

**Procedure for a Missed Exam:**

- A missed exam is considered a classroom absence.
- Failure to take an exam when scheduled will result in a 10%-point reduction from total of the exam.
- Students must notify the instructor prior to the scheduled exam time if he or she will miss the exam. The student is also responsible for contacting the instructor within 24 hours to schedule a makeup exam.
- A written appeal must be given to the classroom faculty stating the reason for missing the exam and the basis for the appeal. Extenuating circumstances as identified in the Extenuating Circumstances Policy, in addition to personal illness, would be considered for appeal.

**In Class Testing Procedures**

In order to maintain a positive and effective testing environment, students must adhere to the following testing procedures.

***Prior to the exam:***

- Students must be seated and logged in to Blackboard 10 minutes before the testing time, and students will be permitted to enter the testing room no later than 5 minutes prior to the testing time.
- After entering the classroom, the room must be quiet. Students are not to discuss the material to be tested.
- All belongings must be placed in lockers prior to testing, which include electronic devices, cell phones, smart watches, etc. The only items permitted in the testing room are the student's laptop, mouse, ear plugs, and eyeglasses.
- Each student must have their own laptop computer to be used for testing.
- Directions regarding computer maintenance will be posted on Blackboard throughout the semester.
- Each student is personally responsible to maintain his or her computer according to posted directions.

- Any computer with testing issues must be diagnosed by IT prior to the next schedule exam. Written confirmation from IT will be required in order to sit for the next exam.
- Students must remove hats, drinks, and all items from their desk. Some nursing courses offer online testing and students will be required to download and install Respondus Lock Down Browser™. This is a custom browser that locks down the testing environment.

***During the exam:***

- When a student completes the exam, the student will close their computer and leave the room quietly after they are finished.
- There will be a minimum of two proctors present for every examination.
- Any and all computer problems must be reported to a proctor before the student leaves the room.
- Students may only ask questions in the event of technical difficulties. Any questions about the test itself will be addressed through the test question appeal procedures. Students may write questions regarding the exam on the scrap paper provided by the instructor to turn in at the end of the exam period.
- Students who have repeated or unresolved technical issues will have to exit the exam and take the scheduled make up exam.
- Students must use pencils, scrap paper, and calculators provided by the instructors.
- When students use Respondus Lock Down Browser™ they are unable to print, copy, go to another URL, or access other applications. When an assessment is started, students are locked into it until they submit the test for grading.
- Exams are timed and password-protected.

***Following the exam:***

- At the discretion of the instructor, immediately following the exam, students will have one attempt to review the test through Respondus lockdown browser and all test environment policies apply to the review.
- Faculty will analyze statistics regarding the exam and test questions and will consider question appeals submitted by students.

***Procedure for Appeal of a Test Question:***

- Item challenge forms are no longer required. After reading the rationale for each question, the student may clearly mark a questionable test item on their scrap paper and submit it at the end of the test. The faculty members will collectively determine if a grade adjustment should be offered.

***Procedure for a Missed Exam:***

- A missed exam is considered a classroom absence.

- Failure to take an exam when scheduled will result in a 10% point reduction from total of the exam.
- Students must notify the instructor prior to the scheduled exam time if he or she will miss the exam. The student is also responsible for contacting the instructor within 24 hours to schedule a makeup exam.
- A written appeal must be given to the classroom faculty stating the reason for missing the exam and the basis for the appeal. Extenuating circumstances as identified in the Extenuating Circumstances Policy, in addition to personal illness, would be considered for appeal.

## **SCHOOL OF NURSING PROGRAM POLICIES**

The student is responsible for policies as outlined in the ASN Nursing Student Handbook.

### ***Clinical Agency Policies***

Students are required to adhere to all facility practices, procedures, and policies, including, but not limited to, professionalism, tobacco use, dress, and cell phone use policies of each clinical agency. In addition to completing health requirements described in the Health Requirements Policy, students must complete all clinical agency required competencies and paperwork. Students that do not submit the required paperwork on time will not be permitted to attend clinical experiences, which will result in course failure.

The student is responsible for the clinical agencies policies as outlined in the ASN Student Handbook.

## **UNIVERSITY POLICIES**

### **Academic Integrity**

Fairmont State values highly the integrity of its student scholars. All students and faculty members are urged to share in the responsibility for removing every situation which might permit or encourage academic dishonesty. Cheating in any form, including plagiarism, must be considered a matter of the gravest concern. Cheating is defined here as:

- the obtaining of information during an examination;
- the unauthorized use of books, notes, or other sources of information prior to or during an examination;
- the removal of faculty examination materials;
- the alteration of documents or records; or
- actions identifiable as occurring with the intent to defraud or use under false pretense.

Plagiarism is defined here as the submission of the ideas, words (written or oral), or artistic productions of another, falsely represented as one's original effort or without giving due credit. Students and faculty should examine proper citation forms to avoid inadvertent plagiarism.

### **Accessibility Services**

Through collaboration with institutional allies, networks, and community partners, Accessibility Services leadership contributes to the development of equitable higher education experiences for all students who have disabilities. These services are available to any student, full or part-time, who has a need because of a documented disability. It is the student's responsibility to register for these services and to provide any necessary documentation to verify a disability or the need for accommodations. Students must provide their professors with a copy of their academic accommodation letter each semester in order to receive accommodations. Faculty, students, and the Office of Accessibility Services must cooperate to ensure the most effective provision of accommodations for each class. Accessibility Services is located in the Hardway Hall (304) 367-4543. For additional information, please visit the Fairmont State Office of Accessibility Services webpage.

### **Assessments, Surveys, and Course Evaluations**

Fairmont State University values students' opinions. Your participation in special assessments, surveys, and course evaluations assists us in improving the services of the institution and the effectiveness of classroom instruction. These are to be viewed as course requirements and completed to the best of your ability and with full attention.

### **Attendance**

Students are expected to attend regularly the class and laboratory sessions of courses in which they are registered. Regular attendance is necessary to the successful completion of a course of study and is an integral part of a student's educational experience. Each instructor shall make available on the first day of class what the attendance requirements are and what penalties shall be imposed for nonattendance.

### **Consent to Recording**

Learning technologies, online testing, and other virtual deliveries of content may require the audio and/or visual recording of you for educational purposes, by enrolling in this course, you consent to such recording for this stated purpose unless you advise the instructor in writing of your objection at least five days following receipt of this notice.

### **Copyright Notice**

**Material presented in this course may be protected by copyright law.**

## **COVID-19 Provisions**

Following guidance from the CDC as well as State and Local Officials, Fairmont State reserves the right to determine the method of delivery of class content, and modify classroom configuration to comply with COVID-19 safety guidance. The University also reserves the right to institute mandatory safety protocols including requiring students to wear masks at all times while in the classrooms.

## **Social Justice Statement**

Fairmont State University is committed to social justice. I concur with that commitment and expect to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. Our University does not discriminate on the basis of race, sex, age, disability, veteran's status, religion, sexual orientation, color, or national origin. Any suggestions as to how to further such a positive and open environment in this class will be appreciated and given serious consideration. If you are a person with a disability and anticipate needing any type of accommodation in order to participate in this class, please advise let me know and make appropriate arrangements with the Office of Accessibility Services (304-367-4141).

## **Title IX**

Title IX makes it clear that violence and harassment based on sex, gender, and gender identity are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources at [FairmontState.edu/Title-IX](http://FairmontState.edu/Title-IX), by calling 304.367.4386, or by emailing [HR@fairmontstate.edu](mailto:HR@fairmontstate.edu).

**Fairmont State is a tobacco and vapor-free campus.**

Additional information about all policies can be found online in the [Student Handbook](#)  
Additional student resources can be found online on the [Student Resources Page](#).

## **Expectations**

Students are expected to be:

- Present and attentive in class; aware of official university communication via email
- Prepared for university life; prepared for class
- Participating in class and in extra- and co-curricular activities
- Polite and respectful to everyone in our academic community.

Additional information about all policies can be found online at:

<https://www.fairmontstate.edu/files/institutionalforms/formrepo/Student%20Life%20Handbook.pdf>

**COURSE TIMELINE** (*Instructions for assignments will be located in Blackboard under the week assigned*)

Week/ Unit	Date	Topic(s)/Readings	Graded Assignments /Due dates & times
1 <b>Unit 1</b>		Review of math, fractions, decimals, ratios, proportion.  Metric & Household Measurements  Reading Assignments: Ch 6	Dosage Calculations Pre-test
2		Calculations used in patient assessments Reading Assignments: Ch 7	Worksheet HW
3		Interpretation of the Licensed Prescriber's Orders  Reading Assignment: Ch 9  Reading Medication Labels  Reading Assignment: Ch 10	Measurements Quiz
4		<b>Unit 1 Exam</b>	<b>Unit 1 Exam</b>
5 <b>Unit 2</b>		Oral Dosages  Reading Assignment: Ch 11	
6		Parenteral Dosages  Reading Assignment: Ch 12	Worksheet HW
7		Dosages measured in Units Reading Assignment: Ch 13  Reconstitution of Medications Reading Assignment: Ch 14	Conversions Worksheet
8		<b>Unit 2 Exam</b>	<b>Unit 2 Exam</b>



9		Intravenous Flow Rates Reading Assignment: Ch 15, 16	
Unit 3			
10		Critical Care Dosages and Intravenous Flow Rates Reading Assignment: Ch 17	Worksheet HW
11		<b>Unit 3 Exam</b>	<b>Unit 3 Exam</b>
12		Pediatric Dosages Reading Assignment: Ch 18	
13		Obstetric Dosages Reading Assignment: Ch 19	Worksheet HW
14		<b>Unit 4 Exam</b>	<b>Unit 4 Exam</b>
15		<b>Final</b>	

**The Course Timeline is subject to change.  
Students will be notified of any changes through Blackboard communication.**