Nashville State Community College
Business & Applied Arts Division
Healthcare Management

Master Course Syllabus

This master course syllabus is meant simply as a guide and overview of the course. Each instructor will further clarify their criteria for grading, classroom procedures, attendance, exams and dates, etc. on his/her course syllabus.

Course Title: HCM 2300, Pharmacology
Credits: 3
Class Hours: 3
Course description: An introduction to generic and product names of a variety of medications, drug classifications, and general therapeutic applications. Topics include history of drugs, the drug approval process, applicable prescription and over-the-counter drugs for every body system.

Prerequisite: BIOL 2010 with a grade of "C" or higher and Corequisite: BIOL 2020 and HCM 2800 (A grade of "C" or higher required if taken as a prerequisite)

A grade of "C" or better is required for all HCM courses in order to progress in the program

Instructor Information:
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Textbook and Other Materials:
Reference Materials: Any drug reference book can be used but must include trade names, generic names, pronunciation of drugs, uses, side effects, and patient education.
Supplies: None

Course Outcomes:
Upon successful completion of this course, students should be able to:

- Identify trade and generic names of commonly utilized medications.
- Classify commonly utilized medications.
- Determine the differences between legend medications and "over the counter" medications.
- Interpret medication orders utilizing standard notations and abbreviations.
• Identify basic indications for the use of commonly utilized medications.
• Define and apply specific pharmacology terminology.

**Course Competencies:**
The following are detailed course competencies intended to support the course outcomes:

- Given a listing of drugs student will be able to identify the drugs as generic or trade name drugs
- Given a listing of generic and trade name drugs and associated classifications student will be able to accurately match the listed drug with the drug classification it belongs to
- Given a listing of drugs student will be able to identify the listed drug as a legend or over-the-counter medication
- Given multiple medication orders utilizing standard notations and abbreviations student will be able to accurately interpret the medication orders
- Given a listing of common abbreviations used in pharmacology student will be able to accurately interpret the abbreviations
- Given a listing of medications student will be able to identify the basic indication why the medication is utilized
- Given a listing of drugs student will be able to identify research sites and drug references to obtain information about the trade and generic name of the drug, drug classification, purpose, side effects, routes of administration, and any applicable patient education related to the drug being researched
- Students will be able to define schedules of controlled substances and differentiate between C-I to C-V schedules
- Given a listing of government agency responsibilities student will be able to differentiate responsibilities of the FDA and the DEA
- Given a listing of pharmacology terms indicating drug actions student will be able to define each term
- Student will be able to list and define all drug forms
- Student will be able to explain advantages and disadvantages of each drug form
- Student will be able to compare and contrast the three systems of measurement
- Student will be able to identify the procedures to follow in an event of a poisoning
- Student will be able to list recommendations for patient education to help prevent poisoning

The following are general education competencies intended to support the course outcomes:

- Know how to locate, evaluate, and use information resources
- Use critical thinking skills

**Topics to Be Covered:**
- Consumer safety and drug regulations
- Drug names and references
Course Assessments:
The following performance assessments will be used to demonstrate students’ understanding, knowledge and skills:

Assignments 35%
Quizzes 20%
Tests 45%

Grading Policy:
- There are specific due dates set for homework assignments and exams. Homework due dates and test/quiz dates will be strictly adhered to and will not be extended. Failure to complete homework and exams by the due dates will result in a grade of zero for that assessment.
- NO MAKE UP TESTS OR QUIZZES WILL BE GIVEN. A grade of "zero" will be assigned for any test/quiz that has not been taken.

Grading Scale:
A 90-100%
B 80-89%
C 70-79%
D 65-69%
F 64% or below
Make-up procedures for missed assignments and work:

- There are specific due dates set for homework assignments and exams. Homework due dates and test/quiz dates will be strictly adhered to and will not be extended. Failure to complete homework and exams by the due dates will result in a grade of zero for that assessment.

- NO MAKE UP TESTS OR QUIZZES WILL BE GIVEN. A grade of "zero" will be assigned for any test/quiz that has not been taken.

Attendance Policy

A student is expected to attend all scheduled classes and laboratories. Each instructor will formulate an attendance policy and provide it on the course syllabus. Absences are counted from the first scheduled meeting of the class, and it is the responsibility of each student to know the attendance policy of each instructor in whose class he/she is enrolled. If a student is absent from a class, he/she should give an advanced explanation to the instructor. Absences in a course may affect a student’s final grade. The student is responsible for all assigned work in the course regardless of excused or unexcused absences. Tardiness may also affect a student’s final grade.

Failure to attend class will result in a final course grade of “FA” or “FN” (see explanation below) depending on the individual instructor's course policy.

FA= failure, attendance-related (unofficial withdrawal) Last recorded date of attendance required.
FN= failure, never attended class (unofficial withdrawal)

Student Communication Channels

It is the student’s responsibility to check D2L and MyNSCC email on a regular basis. These are the official communication channels between the college and students. Students are responsible for the information communicated through those channels. D2L contains specific course information and MyNSCC contains information important for other purposes.

ADA Compliance Statement

Nashville State complies with the Americans with Disabilities Act. If you wish to request any special accommodations for any courses in which you are enrolled, contact the Student Disabilities Office at 615.353.3721.

Classroom Misconduct

Nashville State Community College has a zero tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary sanctions. Please consult your Student Handbook for more specific details.

The instructor has primary responsibility for control over classroom behavior and maintenance of academic integrity. He/she can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or in conduct which violates the general rules and regulations of the College.
Disruptive behavior in the classroom may be defined as, but is not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), the continued use of any electronic or other noise or light emitting device which disturbs others (e.g., disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.).

Please be aware that children are not allowed in class or unattended on campus.

**Academic Dishonesty (Honor Code)**

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. “Plagiarism may result from: (1) failing to cite quotations and borrowed ideas, (2) failing to enclose borrowed language in quotation marks, and (3) failing to put summaries and paraphrases in your own words (A Writer’s Reference 331). Academic dishonesty may be defined as, but is not limited to, intentionally trying to deceive by claiming credit for the work of another person, using information from a web page or source without citing the reference, fraudulently using someone else’s work on an exam, paper, or assignment, recycling your own work from another course, purchasing papers or materials from another source and presenting them as your own, attempting to obtain exams/materials/assignments in advance of the date of administration by the instructor, impersonating someone else in a testing situation, providing confidential test information to someone else, submitting the same assignment in two different classes without requesting both instructor’s permission, allowing someone else to copy or use your work, using someone else’s work to complete your own, altering documents, transcripts or grades, and forging a faculty/staff member’s signature.

In addition to other possible disciplinary sanctions that may be imposed through regular college procedures as a result of academic dishonesty the instructor has the authority to assign an “F” or a “Zero” for the exercise, paper, or examination or to assign an “F” for the course. Students may appeal through the appropriate college grade appeal procedures.

**Inclement Weather Policy**

In the event of an inclement weather event, check the Nashville State web site home page at www.nscc.edu for announcements on campus closures. Campus closures will also be announced on local television stations (channels 2, 4, 5, and 17).

When classes are cancelled, an online assignment will be posted in NS Online. Check your NS Online email for a message from your instructor regarding your online assignment requirements. Even though classes may be cancelled, some areas, i.e. Testing Center, may be open. However, you should check before commuting to campus.

The Vice President for Academic Affairs and the Director of Security are responsible for cancellation decisions during an inclement weather event for the Nashville State main campus and the Southeast campus. Cookeville, Waverly, and Dickson Campus Directors will make class cancellation decisions based on conditions in their respective areas. Decisions about class cancellations are based on actual conditions, not forecasts. The perspective used for making decisions is that of the college as an employer, not as a K-12 institution. Students should use
their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.