

COURSE: RNSG 1208 (2:2:0) Dosage Calculations For Nurses
 SEMESTER: Fall 2026
 CLASS DAYS: Friday
 CLASS TIMES: 1000-1200

Name	Office Number	Email	Office	Hours
Jessica Williams MSN, RN	806.716.2977	jllwilliams@southplainscollege.edu	Allied Health Sciences Building AH100	By appointment.

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

GENERAL COURSE INFORMATION

COURSE DESCRIPTION

Read, interpret, and solve calculation problems.

STUDENT LEARNING OUTCOMES

At the completion of this course the student should be able to:
1. Solve dosage calculation problems using dimensional analysis, proportion method, and a critical thinking approach.
2. Convert between various measurement systems.
3. Understand how to safely administer medications
4. Properly read medication labels
5. Calculate proper drug dosages via oral, parental, and IV flow rates
7. Calculate proper drug dosages for adults, pediatrics, and obstetrics clients

COURSE OBJECTIVES – U.S. Department of Labor Scan Competencies: [Workplace Essential Skills: Resources Related to the SCANS Competencies and Foundation Skills \(dol.gov\)](#) . Foundations skills found within the course are: C5, 6, 7, 8. F1, 3, 48, 10. DECS: IA, B; II A-G 6 SCANS are attached at the end of the syllabus and listed in each blackboard module.

SPC ADNP Graduate Outcomes: 1-5; Differentiated Essential Competencies (DECs). The course is designed to provide the learner with the basic knowledge and skills necessary to function within the four roles of nursing in compliance with the January 2021 Texas BON Differentiated Essential Competencies (DEC) which include member of the profession, provider of patient centered care, patient safety advocate

and member of the health care team. Refer to the Texas Board of Nursing DEC's: [Differentiated Essential Competencies of Graduates of Texas Nursing Programs of Graduates of Texas Nursing Programs](#)

EVALUATION METHODS

Teaching methods: Face-to-Face, Scenarios, Case studies, Focus learning groups, and other instructional resources. Online learning: Zoom, Blackboard Collaborate, Microsoft Teams and/or additional online resources.

This course will offer face-to-face instruction with online instruction provided to supplement and enhance learning. Online instruction will be used in an event of COVID illness/exposure. This course may take on a different format such as:

- I. Lecture online with lab components face-to-face
- II. Evaluation methods: Additional online instructional resources assignments, Blackboard Ultra, etc.
- III. Exams will be given on paper. Student will be given extra paper to work out their problems.
- IV. Homework and quizzes will be evaluated and uploaded on Blackboard.

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.

BLACKBOARD ULTRA

Blackboard Ultra 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

TEXT AND MATERIALS- You will use several of these materials throughout the program

Books:

Ogden, Sheila & Fluharty, Linda K. (2022). *Calculations of Drug Dosages* (12th ed.). Elsevier.

ISBN 9780323826228.

ADDITIONAL CLASSROOM ITEMS

Students should come to class prepared with pens, pencils, simple calculator and a notebook for taking notes or completed quizzes or assignments in class. A simple calculator will be provided for you during exams. PowerPoint lecture notes should be printed prior to lecture if desired. Students may use pen and paper or a laptop computer/tablet/iPad to take notes during lecture. Do not leave needed course supplies, books, and/or equipment in your car.

ATTENDANCE POLICY (*READ CAREFULLY)

Students are expected to attend all labs 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. **When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed.** It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate, and the student will owe any balance resulting from the adjustment.

http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance

ABSENCE

Attendance will be taken before every class. Students are expected to attend all lecture days. If the student might be absent, it is the student's responsibility to notify the instructor via email. **Students are only allowed to miss 4 hours of class, which is 2 class days. If the student misses more than 4 hours than they may receive an administrative drop.** It is the student's responsibility for obtaining the missed content.

TARDIES

A tardy is considered if a student enters the classroom at 0905AM. For every 3rd tardy a student may receive an absent. Students will need to contact the instructor via email for if they are going to be late to class. If a student is late during an exam, they may not be able to sit for test. If they are allowed to sit for test the student will only have the time allotted from the start of the test. The student will not get any additional time.

Dropping a class

If a student does not feel they can be successful in RNSG 1208 the student can meet with the instructor to discuss the process of dropping the class.

Withdrawing from all classes

If a student wishes to withdraw from any other courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admissionaid/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 and before the census date, 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. For additional information regarding schedule changes, drops and withdrawals, [click here](#).

COMMUNICATION POLICY

Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems. The instructor will not initiate communication using private email accounts. Students are encouraged to check SPC/Blackboard Ultra email on a regular basis. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for directions. 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.

INSTITUTIONAL IDENTIFY-VERIFICATION PROCEDURES

In order to comply with institutional identity-verification procedures, students enrolled in this course must have a current photo available in the College’s student information system. Approved photos are used solely for instructional, advising, and security purposes and are protected under applicable privacy laws. Students without a photo on file must update their record during the first week of class.

Students are able to upload a photo through the [TouchNet 360U app instructions](#) using the SPC issued username and password required for access to the SPC network including email, MySPC, Blackboard, and other online services. All photos are vetted for standards by an SPC employee prior to pushing into Colleague. Any change of a photo is also vetted to ensure that the picture submitted is the person in the previous submission. The instructions are found at <https://www.southplainscollege.edu/360uInstructionsPoster2025.pdf>.

COMPUTER USAGE

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. **ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME, PASSWORD, AND SPC STUDENT ID.**

COMPUTER LAB USAGE

The computer lab(s) on any campus 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.

Cell phones, smart watches, athletic Fitbits, student badges, personal calculators or any electronic learning device of any kind are not allowed in the computer lab at any time during testing unless specified by instructor. Ball caps and large heavy jackets are to be left in the classroom during testing. Backpacks, handbags, food, or drink not allowed in the computer lab at any time.

CELLPHONES

Cell Phone Usage

Cell phones are to be turned OFF or silenced during scheduled class periods. It is disrespectful to be using your phone while your instructor is lecturing, or other classmates are presenting. Text messaging is not allowed during scheduled class/lab times. Cell phones are to be used outside the classroom or only on designated breaks. **Students that are caught using their cell phone/smart watch or device during class inappropriately and without the permission of the instructor will be asked to leave class and will receive an absence for that day.** We understand that sometimes there are extenuating circumstances. Please see our faculty prior to class to receive permission to step out and take or make your phone call.

Students are not allowed to have cell phones on their person during exams.

COURSE SCHEDULE

See course calendar for date, time, and location. Students will be responsible for all assignments and dates listed in the course calendar.

ASSIGNMENT POLICY

All assignments must be completed by the assigned due date/time (CST) as listed on the course calendar. In the event of an emergency students should contact faculty prior to the due date/time if they anticipate material will be late. Please note that contacting faculty will not guarantee the receipt of an extension for the submission. **Submissions received within 24 hours of due date/time will receive a 50% and after 24 hours will receive a 0 (zero).** Due to the time constraints within this course, there are no allowances for extra credit assignments or resubmissions of an assignment. Please allow enough time for preparation and submission of each assignment prior to the scheduled due date. Make sure you have an alternate plan for Wi-Fi issues, we will not give extensions for Wi-Fi issues. Students must scan required documents before uploading them into Blackboard Ultra. Students may scan by using the notes section on iPad or by an app of

choice (I-scan, etc.). Assignments must be uploaded as a PDF with correct orientation or will be considered late and you will receive a 50%. A digital upload is considered a digital signature.

CLASS ASSIGNMENTS

HOMEWORK ASSIGNMENTS

The average of all the Homework Assignments will account for **10%** of the final course grade. The student will be required to complete all homework assignments. Homework assignments must be handwritten (may use additional homework sheet, **all work must be shown**, and be uploaded correctly per instructor's instructions to Blackboard Ultra by assigned due dates. Please see course calendar for due dates. See Late Assignment Policy.

QUIZZES

Quizzes are worth 15% of the final course grade. The student will be required to complete quizzes throughout the semester. Quizzes may be given via Blackboard, in classroom setting, or may be assigned as a homework assignment. Quizzes may be given with an additional homework sheet and will need to be handwritten to turn in to instructor.

EXAMS

There will be 6 exams and one (1) comprehensive exam in this course

- Exams will consist of **40%** of the final course grade. The exams will be administered weekly throughout the course, refer to the class calendar for the date and time.
- All exam grades are final and no retakes will be permitted.
- Comprehensive final will consist of **35%** of the final grade. The final exam will be administered at the end of the course, refer to class calendar for the date and time. The final exam is comprehensive of all didactic.
- There is no Final exemption.
- If you are absent during an exam, the final exam may make up for ONE missed exam. If you miss 2 or more exams than you may receive a Zero (0) on each exam.

See course calendar and Blackboard Ultra for exam schedule. **Students must be on time for Exams. Once doors are closed and instructions have started in the designated testing environment (classroom) no one will be admitted, the student will not be able to take the scheduled exam, and student will receive a zero.** In the event of an emergency or school sponsored event and with proper instructor notification prior to exam/class, an exception may be reviewed on a case-by-case basis.

Exams will be administered in the classroom. Cell phones, smart watches, athletic Fitbits, student badges, personal calculators, or any electronic learning device of any kind are not allowed in the classroom at any time during testing, unless specified by instructor. Ball caps and large heavy jackets are to be left either in the classroom/hallway during testing. Backpacks, handbags, food or drink not allowed in the computer lab at any time. Personal calculators will not be permitted, a simple calculator will be provided for you.

Exams and Final Exam scores will not be rounded.

EXAM REMEDIATION

Students may get a chance to review their tests during class the week after each exam. Student will review and sign and date the last page of the exam. This will show that they were able to review their test. Students are permitted to contact the instructor to set up a one-on-one meeting to discuss questions regarding their test. Once the student receives their test back, they will have three (3) days to contact the instructor via email to set up an appointment. After the three (3) day period, the instructor cannot guarantee an appointment time to review the test.

GRADING POLICY

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

Homework Assignments	10%
Quizzes	15%
Exams	40%
Comprehensive Final Exam	35%
Final Grade	100%

Course grades are based on the following scale:

A= 90-100% Excellent

B= 80%-89% Good

C= 70%-79% Average

D= 60%-69% Below Average

F= 59% or below Failing

Grades are not rounded.

Students with a grade average of 70 or below may need to meet with instructor and/or may be turned into SPC Advisors as an early alert to help student with guidance to succeed in the course.

SPECIAL REQUIREMENTS (*Read Carefully)

Students must present the signature page acknowledging that the student has read and understands the content of syllabus, program and clinical handbook, grievance policy, and appeals process.

GRIEVANCE POLICY

The student is responsible for scheduling an appointment with the instructor/course leader to discuss the final grade or discipline action. If the student is not satisfied, he/she should schedule an appointment with the Director of the Associate Degree Nursing Program, following that would be the Health Occupations Dean. The procedure will follow the same as found in the student handbook.

COLLEGE POLICY STATEMENTS

For college policy statements related to Intellectual Exchange Statements, Disabilities Statements, Non-Discrimination Statements, Title IX Pregnancy Accommodations Statements, CARE, Campus Concealed Carry Statements, COVID-19, and Artificial Intelligence Statement.

visit: <https://www.southplainscollege.edu/syllabusstatements/>.

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)716-2391 or (806)716-2193. 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.

2024 COURSE SYLLABI STATEMENTS

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title IX Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit: <https://www.southplainscollege.edu/syllabusstatements/>

COVID-19

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or get tested 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

1. SPC will follow the recommended 5-day isolation period for individuals that test positive.
 - a. **Please note that day 0 is the date of positive test. Day 1 begins the first full day after the date of positive result.**
2. COVID reporting
 - a. Please have students and employees notify DeEtte Edens if they have tested positive to verify dates before returning to class or work.
 - b. The home tests are sufficient but students need to 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.
 - c. A student is clear to return to class without further assessment if they have completed:
The 5-day isolation period, symptoms have improved and they are afebrile for 24 hours without the use of fever-reducing medication.
3. Please instruct students and employees to communicate with DeEtte Edens prior to their return date if still symptomatic at the end of the 5-day isolation.
4. Exposed individuals will not be required to quarantine. If exposed, SPC does request individuals closely monitor themselves. If an individual does become symptomatic, please do not attend class or work and be tested.

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.