***South Puget Sound Community College***

***Title: Pharmacology for Medical Assistants – Spring 2012***

***Dept.: MEDICAL ASSISTING***

***Course No.: 148***

***Credits: 3***

**Course Description:** Theory and skills necessary for administration of intradermal, subcutaneous, and intramuscular injections. Various drug groups, pharmacokinetics, dosage calculations, legal issues, regulatory issues, and patient education are covered. Also included is maintenance of medication and immunization records.

**Prerequisites:** MATH 094 or MATH 101 or BUS 104

**Professor:** **Bhaskar R. Dev, Ph.D.,**

**Phone & Email:**  **bdev@spscc.ctc.edu**

**Voice Mail: 754-7711 Ext. 4832**

**Required text and** Delmar’s Comprehensive Medical Assisting by W. Q. Lindh *et al*., 4th ed.

**Other materials:**  Tabor’s Encyclopedia/ Medical Dictionary,

Physician’s Desk Reference (Latest edition)

 Computerized (Scantron)Test Sheets (Form 888)

**Course objectives & contents:** Upon the completion of Pharmacology 148 the successful student will:

It is essential that medical assisting students have a working knowledge of basic pharmacology, including uses, sources, forms, and delivery routes of drugs. In addition, they should recognize the governmental laws and regulations that oversee the distribution and administration of medications and demonstrate a knowledge of drug classifications and actions that will allow them to caution patients in the use of drugs. Students understand how to access medical resources and reference books for information relating to pharmaceutical products, including drug classification, routes, forms of storage, and side effects, as well as contraindications. Medical assisting students also display the skills to recognize the signs of drug abuse and misuse, and understand their roles and responsibilities in cases of suspected misuse and abuse in patients and in the workplace. Students should be reminded that only a licensed provider may prescribe drugs or recommend over-the-counter (OTC) medications to patients.

Medical assisting students learn the importance of dosage calculation and medication administration in the ambulatory care setting. Students discover knowledge of pharmacology, dosage measurement systems and calculation formulas, and methods of medication administration are all needed to safely administer medications to patients. The importance of following all laws and regulations governing the administration of medications is stressed, as is the need to follow OSHA guidelines and Standard Precautions for infection control.

**Calendar/schedule:** Class meets every Wednesday between 8 – 9.50 AM in building 34, room 208.

**Grading policy:** There will be a biweekly test (every other Wednesday), covering the lecture instruction, worth 100 points. The total possible points for the quarters’ work will be 500, coming from the 4 tests (100 points each) administered, unannounced class quizzes and home assignment worth 100 points.

**Grading Scale**

93 - 100% A 70 - 75% D

 85 - 92% B less than 70% F

 76 - 84% C

Incomplete, pass/fail, withdrawal and “V” grades are not issued. Pharm. 148 may not be taken for audit.

**Absences and tardiness may affect your final grade.**

**General policies:** ***Academic Honesty:*** All work is to represent own efforts rather than to be copied from another. Cheating will result in an F grade for the test or assignment. For the academic honesty policy, refer to the Code of Student Rights and Responsibilities found on the college’s website.

 ***Financial Aid:*** Students receiving financial aid should **ALWAYS** check with financial aid department prior to withdrawing, signing an incomplete contract, changing to an audit, or receiving an F or V grade in a class.

 **Cell phones, pagers, and all kinds of music players must be switched off before entering the classroom.**

**Attendance and** Attendance is required at all lecture/testing periods. **Only** ***one*** make up test

**Make up policy**: is permitted on the scheduled makeup test day; a grade of 0 will be recorded for the second /or subsequent missed test(s). Make up tests may vary in format. **No other extra credit projects are accepted.**

Daily study is the key to success! Please feel free to ask me for any subject related doubts.

April 2012

Week 1 (Apr 4) **Introduction.** **Chap. 36 -** Legal and ethical implications of medication administration, medication order.

Week 2 (Apr 11) Part of a prescription and drug dosage, Medication label, ratio and proportion, metric, household, and apothecary systems of measurement and convert between metric and apothecary systems.

Week 3 (Apr 18) ***Test I (Apr 18)***. Units of medication dosage, dosages for adults and children, guidelines for preparing and administering medication,

Week 4 (Apr 25) Safe disposal of syringes, needles, and biohazard materials. Intravenous therapy, site selection for administration of injections, allergenic extracts, inhalation medication and its administration.

…………………………………………………………………………………………………………………………………………………………………………………………

May 2012

Week 5 (May 2) ***Test II (May 2)***. **Chap. 35 –** Five medical uses for drugs, three types of drug names, five sources of drugs,

Week 6 (May 9) Federal Foods, Drug, and Cosmetic Act and the Controlled Substances Act of 1970. Controlled substances schedules and appropriate storage of the substances.

Week 7 (May 16) Law in terms of administering, prescribing, and dispensing drugs.

Week 8 (May 23) ***Test III (May 23).*** Actions of drugs and undesirable reactions, routes of drug administration and drug forms.

Week 9 (May 30)  Handling and storage of drugs, commonly abused drugs and their

 Physical and emotional effects.

……………………………………………………………………………………………………………………………………………………………………………………

June 2012

 Week 10 (Jun 6) Review of entire pharmacology

 ***FINAL Week*** (Jun 13) ***Test IV (Jun 13)***

………………………………………………………………………………………………………………………………………………………………………………………………………………