



North Central Kansas Technical College

## PHRM 125 Summer 2019

# PHRM-125 Pharmacology for Pharmacy Technicians I Syllabus

### Instructor and Class Information

|                        |                    |
|------------------------|--------------------|
| <b>Instructor Name</b> | Brian Dechant      |
| <b>Email</b>           | bdechant@ncktc.edu |
| <b>Phone</b>           | 785-623-6160       |
| <b>Mobile</b>          | 785-261-1350       |
| <b>Start Date</b>      | 6/3/2019           |
| <b>End Date</b>        | 7/28/2019          |

### Course Information

|                      |   |
|----------------------|---|
| <b>Course Number</b> | PHRM-125                                |
| <b>Course Title</b>  | Pharmacology for Pharmacy Technicians I |

#### Course Description

This course will provide an introduction to basic concepts of pharmacology as it relates to all the body systems. Students will have a review of each body system. Common disorders and diseases of the human body will be introduced. Common drug reactions and interactions will be covered. Medical terms commonly used will be introduced. The student will have a beginning working knowledge of drug therapy and its relationship with individuals across the lifespan upon the completion of this course.

**Total Credits**        3

### Pre/Corequisites

**Prerequisite**        The applicant shall be a high school graduate or possess a GED certificate.  
The applicant shall have attained the age of 18 years old before graduation from program

The applicant shall submit official transcripts for all secondary and post-secondary course work taken in order to be considered.

For course placement purposes all incoming students to NCKTC must have taken one of the following tests within a two-year period prior to enrollment: ACT, SAT, or COMPASS. NCKTC

### **Textbooks**

Pharmacology for Technicians 6e Text with eBook, Drug Guide, eWorkbook and Course Navigator 6-month access  
ISBN: 978-0-76387-108-6

### **Learner Supplies**

Paper and pencil. Required.

Drug reference. Required.

Computer or Smart Device

### **Program Outcomes**

1. Analyze the role of the Pharmacy Technician in distributive pharmacy.
2. Demonstrate knowledge of human anatomy and physiology and pharmacology.
3. Perform math function, dosage calculation and compounding techniques.
4. Demonstrate ethical and professional conduct in all job-related activities.
5. Design and relate messages for effective and appropriate oral and written communication.

### **Course Grading Information**

Homework 20% of your final grade comes from homework assignments. Homework assignments must be handed in on the due date.

Quizzes 25% of your final grade comes from quizzes. Quizzes must be taken when assigned.

Exams

The mid-term exam will count for 20% of your grade.

The final exam will count for 30%.

Class participation:

5% of final grade comes from

1. Faithful class attendance, if not in class you can not participate and loose all points for that day
2. Punctuality: you should be in the class at the beginning of class
3. Mutual respect for teacher, peers and self
4. Constructive participation in class discussions
5. Completion of reading assignments and homework
6. Be prepared everyday with notebook, pen/pencil, relevant homework or assigned material and textbook
7. Timely completion of formal assessments (Tests and Quizzes)

## **NCK Tech Mission Statement**

North Central Kansas Technical College delivers applied, innovative and personalized education to empower learners, enrich lives, develop skilled professionals and strengthen economic systems.

### **Vision Statement**

North Central Kansas Technical College is dedicated to being a leader in workforce development by maximizing value for students, employers and communities through educational excellence.

### **Core Values**

Achieving EXCELLENCE with INTEGRITY through

DEDICATION

INNOVATION

COLLABORATION

COMMUNICATION

## **NCK Tech Non-Discrimination Policy**

NCK Tech is committed to non-discrimination on the basis of race, color, gender, ethnic or national origin, sex, sexual orientation, gender identity, marital status, religion, age, ancestry, disability, military status, or veteran status in admission or access to, or treatment or employment in, its programs and activities. Further, it is the policy of the college to prohibit harassment (including sexual harassment and sexual violence) of students and employees.

Any person having inquiries concerning the college's compliance with the regulations implementing Title VI, Title VII, Title IX, Section 504, and the Americans with Disabilities Act Amendments Act is directed to the Dean of Instructional Services (Section 504/ADA Compliance Officer) or the Dean of Student Services (Title VI, Title VII, & Title IX Compliance Officer) at 1-800-658-4655 or PO Box 507, 3033 US Hwy 24, Beloit, KS 67420.

## **NCK Tech Tobacco Use Policy**

The use of tobacco products in any form and/or electronic cigarettes is prohibited in, or within ten (10) feet of any building owned, leased, or rented by the College.

## **NCK Tech Weapons Policy**

Individuals who choose to carry concealed handguns **are solely responsible to do so in a safe and secure manner in strict conformity with state and federal laws and NCK Tech weapons policy.** Individuals must be 21 years of age to carry concealed handguns.

Safety measures outlined in the NCK Tech weapons policy specify that a concealed handgun:

- Must be under the constant control of the carrier.

- Must be out of view, concealed either on the body of the carrier, or backpack, purse, or bag that remains under the carrier's custody and control and within immediate reach of the individual.
- Must be in a holster that covers the trigger area and secures any external hammer in an un-cocked position
- Must have the safety on, and have no round in the chamber.

Lockers, toolboxes, and/or tool bags are not approved storage devices in accordance with NCK Tech Policy.

## Overview for Students with Disabilities

NCK Tech is dedicated to providing equal access and opportunity to all campus programs and services for students with disabilities. We are committed to providing reasonable accommodations in accordance with applicable state and federal laws including, but not limited to, Section 504 and 508 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. We strive to create a safe, respectful and inclusive environment and promote awareness, knowledge and self-advocacy.

NCK Tech acknowledges that traditional methods, programs and services are not always appropriate or sufficient to accommodate the limitations experienced by some qualified persons with disabilities. When a student's disability prevents him/her from fulfilling a course requirement through conventional procedures, consideration will be given to alternatives, keeping in mind that academic standards must be maintained.

Services are provided through Student Accessibility Services (SAS) staff by contacting the Director of Learning Resources 1-785-738-9020; [aloomis@ncktc.edu](mailto:aloomis@ncktc.edu); or by mail at NCK Technical College, 3033 US Hwy 24, Beloit, KS 67420.

### Student Responsibilities

Students requesting support services will need to register ("self-disclose" and complete Student Accessibility Services Intake Form), provide appropriate documentation including how the disability affects academic performance and suggested accommodations, and communicate with the Director of Learning Resources as part of interactive process to create an Educational Accommodation Plan that will notify Instructors of approved accommodations, services and/or auxiliary aids.

Students are encouraged to make timely and appropriate disclosures and requests, at least two weeks in advance of a course, program, or activity for which an accommodation is requested (or as soon as realistically possible) to allow adequate time for accommodation services to be set in place.

### Accommodations, Academic Support Services, or Auxiliary Aids

Reasonable accommodations including academic support services and auxiliary aids are provided to allow students with disabilities an equal opportunity to participate in and benefit from our educational programs. Accommodations will be provided on a case-by-case basis determined by student request, documentation, intake interview, and assessment of individual needs and course requirements.

Reasonable testing accommodations may include, but are not limited to:

- \* Extended testing time
- \* Reduced distraction testing environment
- \* Test reader and/or scribe

\* Use of calculator

Academic support services/auxiliary aids may include, but are not limited to:

\* Note-taking assistance (second set of notes, power point slides, or other visual aids provided)

\* Sign Language Interpreter

\* Preferential seating in the classroom

\* Large print exams, handouts, signs, etc.

\* Telecommunications devices

\* Use of Assistive Technology

Accommodations may not fundamentally alter the nature of the program or activity, lower academic standards, present undue financial or administrative burden on the college, or pose a threat to others or public safety.

Additionally, some accommodations and services cannot be provided, such as personal devices or assistance with personal services.

Auxiliary aids may be available through a variety of sources available to individual students. The student may make a request in obtaining specialized support services from other resources such as Vocational Rehabilitation Services (VR), Recordings for the Blind, Kansas Talking Book Service, etc. For example, Vocational Rehabilitation may fund such items as transportation to the institution, tuition, textbooks, hearing aids, and other individually prescribed medical devices.

If at any time throughout the academic year, a student feels that the agreed upon accommodations are not being followed or that alternate accommodations need to be provided, the student should notify Student Accessibility Services (SAS) staff. NCK Tech is committed to student success; however, we do not require students to use accommodations. The decision of when to utilize approved accommodations or services is up to the student. Integration, self-advocacy and individual responsibility are promoted and expected.

## **Reasonable Suspicion**

If reasonable suspicion of substance abuse exists regarding an employee or student based on objective criteria (including, but not limited to, behavior, appearance, demeanor, detection of the odor of alcohol or any controlled substance), the employee or student will be requested to consent to drug testing performed by NCK Tech's contract vendor at the expense of the college.

A. A college administrator (or their designee) shall drive the employee or student to the vendor's site for drug testing and shall return the employee or student to his/her residence (or arrange for transportation) following the testing.

B. Test results shall be sent directly to the college administrator, with a copy also sent to the employee or student. All test results will be considered confidential, access to the results will be limited to institutional personnel who have a legitimate need-to-know.

C. In the event of a positive test result, the employee or student may request a retest of the sample at the employee or student's expense. The request must be submitted within 24 hours.

D. Positive results for any illegal drugs, or prescription drugs (either not prescribed for the employee or student, or at levels above the prescribed dosage), or blood alcohol level of 0.04 or greater shall be grounds for disciplinary action, up to and including termination or expulsion.

E. Refusal to provide a specimen for this testing shall be treated as a positive drug test result.

F. Test results or specimens that have been determined to be altered by the employee or student shall be grounds for disciplinary action, up to and including termination or expulsion.

G. If the employee or student tests positive for an authorized prescription drug which may impair his/her performance or judgment, the employee or student may not be permitted to participate in college activities until he/she provides a doctor's release.

## **Right to Modify the Syllabus**

The instructor reserves the right to modify the syllabus during the semester. Students will be given advanced notice if a change would occur.

## **Scholastic Dishonesty**

Membership in the NCK Tech learning community imposes upon the student a variety of commitments, obligations, and responsibilities. It is the policy of this college to impose sanctions on students who misrepresent their academic work. Appropriate classroom instructors or other designated persons will select these sanctions consistent with the seriousness of the violation and related considerations.

Examples of scholastic dishonesty include but are not limited to:

- Plagiarism: i.e. taking someone else's intellectual work and presenting it as one's own. Each department set standards of attribution. Faculty will include disciplinary or class-specific definitions in course syllabi.
- Cheating is unacceptable in any form. Examples include consultation of books, library materials, notes or intentional observation of another student's test on paper or a computer screen; accessing another student's answers from an exam to be given or in progress; submission of falsified data; alteration of exams or other academic exercises; and collaboration on projects where collaboration is forbidden.
- Falsification, forgery or alteration of any documents pertaining to assignments and examinations.
- Students who participate in, or assist with, cheating or plagiarism will also be in violation of this policy.

Classroom instructors and/or administrators will assess sanctions for violations of this policy. The seriousness of the violation will dictate the severity of the sanction imposed. Academic sanctions may include but are not limited to any of the following:

1. verbal or written warning
2. lowering of grade for an assignment
3. lowering of term grade

Administrative sanctions may include but are not limited to either of the following

1. suspension from the College
2. dismissal from the College

## **NCKTC Pharmacy Attendance Partners**

Attendance means "being here" mentally as well as physically. This class relies heavily on active participation of learners. The learning activities are designed to prepare you for your final performance of each competency. Being ill-prepared in the Pharmacy could jeopardize your safety and that of others, could damage expensive equipment, or could result in economic losses when products are not up to specification. During the course of the program, you will be expected to be in attendance just as you would be on a job-both physically and mentally. Should you find yourself ill or in extenuating circumstances that prevent you from being in class, you are still responsible for doing the work for that day. A back-up system will be in place to help with this responsibility. At the beginning of each term, you will be assigned an attendance partner with whom you will

exchange phone numbers. If you find that you must be absent, contact your partner in advance if possible. Your partner will take two copies of any handouts and worksheets that are distributed while you are gone and put your name on one set. It is your responsibility to get these materials and any other information on the class from your partner as soon as you are able to do so. Be sure to check at the beginning of each class period to make sure your partner is there. If not, gather information and materials from him/her whether you have been contacted or not.

### **NCKTC Pharmacy Late Exam**

Students must complete all exams by the scheduled deadline. Make-up exams are permitted only with documentation regarding a situation which prohibited the student from taking the exam on the assigned date. All make-up exams must be scheduled with the instructor and completed before the next scheduled class session or the student will earn a zero for that exam.

### **NCKTC Pharmacy Late Homework**

All assignments may be turned in early; however, all late work, regardless of the reason, will lose 20% of the possible points if turned in within seven days of due date. After seven days, late work will receive no credit.

### **Medical Terminology attendance policy**

Class attendance is expected. Except for contagious illness or documented emergency, absences are strongly discouraged. The student is required to notify the instructor if an absence is anticipated. Roll will be taken at every class meeting. If absences exceed three (3) during the semester, the student will lose one (1) letter grade for each additional absence unless there are documented medical or other emergencies.

A student who is five (5) minutes late is considered tardy. Three (3) tardies constitute one absence. If absent, the student is responsible for contacting the instructor to obtain any assignments or handouts. Absences from scheduled examinations are strongly discouraged. There will be no routine re-tests given in class unless prior arrangements have been made between the student and the instructor.

### **NCK Tech Non-Discrimination**

Discrimination against any individual on the basis of race, color, gender, ethnic or national origin, sex, sexual orientation, gender identity, marital status, ancestry, disability, age, , military status, veteran status or religion in the admission or access to, or treatment or employment in the college's programs and activities is prohibited. Harassment of an individual on any of these grounds is also prohibited.

The Dean of Student Services, P.O. Box 507, Beloit, KS 67420 has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972.

The Dean of Instructional Services, P.O. Box 507, Beloit, KS 67420 has been designated to coordinate compliance with nondiscrimination requirements contained in Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990. Information concerning the provisions of these Acts, and the rights provided thereunder, are available from the compliance coordinator.

### **NCK Tech Modify the Syllabus**

The Instructor reserves the right to modify the syllabus during the semester. Students will be given advanced notice if a change would occur.

### **ADA Statement 1**

I wish to fully include persons with disabilities in this course. Please let me know if you need any special accommodations in the curriculum, instruction, or assessments of this course to enable you to fully participate. I will maintain the confidentiality of the information you share with me.