

Linn-Benton Community College
CMA 146 - Pharmacology for the Medical Assistant
Spring 2022

This Syllabus is subject to change at any time during the term. Students will be notified of all changes, especially those that modify assignment assessment and points attainable

Credits: 2

Textbook (optional):

Understanding Pharmacology, Essentials for Medication Safety; Workman, 2nd Edition

Instructors:

Jerry Coe, BS, CMA (AAMA)
541-760-0701

coej@linnbenton.edu

Location:

Health Occupation Center, Lebanon
Rm: HOC 151

Instructor's Zoom Link:

[Jerry's Zoom Link](#)

Class Schedule and Office Hours:

[Jerry's Class Schedule and Student Q&A Time](#)

Student/Instructor Communication Guidelines:

Our program has a 24 hour response time policy. I will attempt to respond to your questions or concerns, whether by email, text, or Zoom, within a 24 hour period, during the term. This policy may or may not apply on the weekends. Please

respect that I have a life too.

- Email
 - Your LBCC student email will be our main mode of communication. No exceptions.
 - If you wish to link your personal email to your LBCC email, that is your responsibility
 - All messages sent by me via Moodle will go to your LBCC student email
 - If you send me a message via Moodle messenger, I will receive and respond to you via your LBCC email
- Zoom
 - When appropriate, we will use Zoom to communicate outside of class
 - I will email the link
- Cell
 - I have provided you with my cell phone number
 - Contacting me via this method is considered a “last resort”
 - Texting me will be the preferred method of communication
 - Do not call me unless it has been OK’ed by me, via text

Course Description:

Pharmacology for the Medical Assistant prepares the student to effectively interpret and communicate pharmaceutical information to a variety of healthcare professionals with an emphasis on ensuring patient safety in pharmaceutical usage

This course introduces basic concepts in pharmacology and provides an orientation to the major drug classifications, mechanism of action, indications, desired effects, and side effects

A list of the Top 200+ prescription medications, which includes: both generic and trade names, classification, and mechanism of action

This course will include proper spelling, and pronunciation of top prescribed drugs

Course Text (optional):

Understanding Pharmacology, Essentials for Medication Safety; Workman, 2nd Edition

Course Responsibilities:

Schedule of Student Responsibilities - Assignments, due dates, and course requirements

Module Quizzes:

There are 10 Module quizzes.

Each week students will complete a Module quiz which will test their knowledge and understanding of the material covered that week.

Quizzes will be worth 10 points each.

There will be no make-up opportunities for a missed quiz. No exceptions.

Each quiz will open on Monday, at 8am of the current module week, and close the following Monday, at 8am

Module Competencies:

Below are the essential competencies taught in this course:

1.C.11.b	Identify the classifications of medications including: desired effects
1.C.11.a	Identify the classifications of medications including: indications for use

This is a competency-based course. The material covered in this class is guided by a list of competencies issued by the AAMA.

All competencies are mandatory. Students must successfully pass all the Affective, Cognitive, and Psychomotor competencies in order to pass this course and/or progress in the program.

Students will get 3 attempts at passing each competency.

A student who does not pass a competency on the second attempt must meet with the instructor before submitting their third attempt.

Late competencies will be assessed, but will automatically receive a score of 7 of 10 points

Each competency assignment will open on Monday, at 8am of the module week, and close the following Monday, at 8am.

There will be 9 drug competency worksheets to complete and submit for evaluation. Each competency is worth a maximum of 10 points

Each competency worksheet will consist of the student completing a spreadsheet of the assigned drugs for each module

The student will use ONE Google Sheet and will add tabs at the bottom for each corresponding module

Each sheet will contain the following information about the drug:

1. Generic name
2. Brand name
3. Drug Class
4. Primary Indication(s)
5. Mechanism of Action
6. Most Common SE, P, W, AE, and/or BBW

In order to pass a competency assessment, you must receive a score of 7 or higher

All late competency submissions will automatically receive a score of 7 points

Final Exam:

All answers for final exam will come from the Top 200+ drug list
The final is worth a maximum of 100 points

Evaluation and Assessment:

CA Drug Worksheet	9 x 10 points each	(90)	32%
Quizzes	10 x 10 points each	(100)	34%
Final Exam	100 points	<u>(100)</u>	<u>34%</u>
	Total Points =	290	100%

$\geq 351 = A$, $\geq 312 = B$, $\geq 273 = C$, $\geq 234 = D$, $< 234 = F$

Competency Assessments

Competency Assessments are mandatory to successfully pass this class. If the student does not satisfactorily complete all competency assessments, the student will receive a failing letter grade for the class.

Competency assessments will consist of the student completing a spreadsheet of the assigned drugs for the designated module.

The student will use Google Sheets, and each sheet will contain the following information about the drug:

7. The Brand name
8. The generic name
9. The Class
10. The Primary Indication
11. The Mechanism of Action
12. The Most Common SE, P, W, BBW

If you are having trouble in this class, please talk to your instructor or your advisor as soon as possible. It is very important that you do not wait until it is too late in the term. It is your instructor's goal that you succeed in this class. If you have a disability or need special accommodations, let your instructor know and they will help you. You may also contact LBCC Disability Services for additional guidance on this issue

Attendance:

Attendance is mandatory. Absences will severely impact your ability to succeed in this course. An absence is considered failure to attend class during designated lecture times

Office Hours (Student Q&A):

I will be available during my office hours to provide assistance with coursework or

advising for your Medical Assistant program progress during office hours or by appointment. I will also be available via Zoom, as well. My office hours are posted in moodle and in the “Class Schedule” link above

Additional Notes:

Per department policy, if you feel you have a valid reason to be allowed to take a late quiz, you will need to get permission specifically from your instructor. If you have questions or concerns regarding the program and/or your continued participation, you may contact the department chair Melanie Wiens, wienism@linnbenton.edu. There are no native document submissions or uploading allowed in this course. Only google docs, sheets, or presentations will be used to submit assignments for this course.

Course Academic Dishonesty Policy:

Any student caught cheating, duplicating another student’s work, or other form of academic dishonesty, will be counseled by the instructor. The first offense will result in a “zero” grade for that assignment/assessment, a lowering of the final course grade by one full grade, and the student’s name and offense may be sent to the Dean of Students for LBCC. A second offense will result in an automatic “fail” for the course and the student will be referred to the Dean of Students for LBCC to determine further disciplinary action and must have Dean of Student approval to return to class.

LBCC Comprehensive Statement of Nondiscrimination:

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws.(for further information <http://po.linnbenton.edu/BPsandARs/>

For Students with Disabilities:

"The Office of Disability Services (ODS) provides reasonable accommodations,

academic adjustments and auxiliary aids to ensure that qualified students with disabilities have access to classes, programs and events at Linn-Benton Community College. Students are responsible for requesting accommodations in a timely manner. To receive appropriate and timely accommodations from LBCC, please give the Office of Disability Services as much advance notice of your disability and specific needs as possible, as certain accommodations such as sign language interpreting take days to weeks to have in place. Contact the Disability Coordinator at Linn-Benton Community College, RCH-105, 6500 Pacific Blvd. SW, Albany, Oregon 97321, Phone (541)-917-4690 or via Oregon Telecommunications Relay TTD at 1-800-735-2900 or 1-800-735-1232."

Basic Needs Statement:

Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Roadrunner Resource Center for support (resources@linnbenton.edu , or visit us on the web www.linnbenton.edu/RRC under Student Support for Current Students). Our office can help students get connected to resources to help. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.

It is possible that LBCC campuses will need to be closed to the public at times during fall term, depending on public health directives. If this does occur, our class will be delivered fully remotely and we won't be able to meet face-to-face. LBCC is encouraging students to be as prepared as possible for this possibility by encouraging you to obtain the equipment you will need in order to be successful in any modality. Please see the recommended list of equip

[Student Success Resources LINK](#)

[LBCC Virtual Access to Services LINK](#)

Technology Recommendations:

ment below. Students who cannot afford these resources can contact the [Roadrunner Resource Center](#) about funding.

*Note to faculty: Include either list of equipment recommendations below, based on anticipated instructional needs. For information to help you make that choice, consult this document on [student technology recommendations](#).

Standard equipment recommendation:

Broadband internet

- A computer with 256g SSD, 8G RAM, i5 6th gen processor (or equivalent functionality)
- Device with a microphone and speaker
- Device with a camera
- Students can consult [Standard Recommendation 1](#) or [Standard Recommendation 2](#) if they are looking for a product recommendation

Minimum equipment recommendation:

- A wifi hotspot
- A computer with 128g SSD, 4G RAM, i3 6th gen processor (or equivalent functionality)
- Device with a microphone and speaker
- Device with a camera
- Students can consult [Minimum Requirement 1](#) if they are looking for a product recommendation