

# CENTRA COLLEGE

## CATALOG & STUDENT HANDBOOK

### **Spring 2020 ADDENDUM:**

### Medication Dosage Calculation Competency Testing Policy

**Primary Location:**

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This handbook is designed to provide students with information about the programs of study at Centra College ("College"). It sets forth, in general, how the College operates but the College reserves the right to change policies and procedures without notice. This handbook is not intended to be and should not be regarded as a contract between the College and any student or other person. Students are held responsible for knowing the information contained in the Catalog & Student Handbook. Failure to read or comply with the Handbook will not excuse the student from accountability. Changes are communicated via the website and MOODLE.

## **MEDICATION DOSAGE CALCULATION COMPETENCY TESTING POLICY**

### **Policy Statement:**

To show evidence that Centra College students are progressing in their ability to perform medication dosage calculations a series of tests will be administered to the students. The test will be administered in one course each semester.

1. First semester, students will receive the first dosage calculation test (the "Test") at the conclusion of the semester. Students will have up to three (3) opportunities to pass the Test. If a student does not successfully complete the Test they will be required to meet with the instructor to review the missed items on the Test before taking the Test for a second or third time. Students who do not pass the Test on the third attempt will be unsuccessful in the course in which the Test was assigned.
2. Beginning in the second semester, and to continue in subsequent semesters, a dosage calculation pre-test is given to determine the student's baseline and any additional instructor assistance needed (the "Pre-Test"). The Pre-Test does not affect the student's grades or his/her ability to pass any classes in which he/she may be enrolled.
3. The Pre-Test will be comprised of dosage calculation questions/problems that were taught during the previous semester. Students will complete the Pre-Test off-site via ExamSoft and be given a five (5) day window (the "Pre-Test Window") to complete the Pre-Test. The Honor Code applies to the Pre-Test. Students are not allowed to complete the Pre-Test in groups and notes are NOT to be used.
4. Beginning in the second semester, and to continue in subsequent semesters, a dosage calculation post-test will be given to the students at the mid-point of the semester (the "Post-Test"). Students will have up to three (3) opportunities to pass the Post-Test. If a student does not successfully complete the Post-Test they will be required to meet with the instructor to review the missed items on the Post-Test before taking the Post-Test for a second or third time. Students who do not pass the Post-Test on the third attempt will be unsuccessful in the course in which the Post-Test was assigned.
  - Students needing to repeat the Post-Test will be allowed up to two (2) weeks between Post-Tests to allow time to review the missed items with the Instructor and to prepare for the next Post-Test.
  - There must be a minimum of five (5) days between unsuccessful completion of Post-Test and a repeat of the Post-Test.
  - Successful Post-Testing must be completed prior to the final course exam.
5. The Test, the Pre-Test, and Post-Test (the "Tests") will be all administered in ExamSoft. The Test, which is administered during a student's first semester, will consist of twenty (20) multiple choice questions. For subsequent semesters, all of the Tests will consist of twenty (20) fill in the blank questions.

6. A passing score on the Test (First semester only) is a grade of 80 or higher.
7. The following Post-Test scores are considered “passing”:
  - Second semester students must obtain a grade of 85 or higher
  - Third semester students must obtain a grade of 90 or higher
  - Fourth (ADN only) semester students must obtain a grade of 90 or higher
8. The Test and Post-Test include content taught during the semester in which such Test or Post-Test is administered. The Test or Post-Test will take place in the following courses<sup>1</sup>:

ADN	PN
N-150	N-116
N- 180	N-125
N-240	N-136
N-260	

9. Faculty will provide a thorough review of dosage calculation rules as per Morris 7<sup>th</sup> ed. Calculate with Confidence (the “Rules”). Examples of the rules are outlined below:
  - a. rounding rules
    - < 1mL round to hundredth (Ch. 3)
    - > 1 mL round to tenth (Ch. 3)
    - kg is rounded to tenth (Ch. 25)
  - b. no trailing zeros to right of decimal (Ch. 6)
  - c. no fractions (Ch. 6)
  - d. leading zero to left of decimal (Ch. 6)
  - e. correct abbreviations (ex: mL, subcut, etc.; inside cover and page 152)
  - f. weight- based calculations- round to nearest tenth then **clear the calculator** and input the rounded weight prior to proceeding with calculation (pg 668-74)
  - g. questions NOT to be included BMI or Intake and Output Calculations. The Tests will contain the calculation only (no scenario).

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<sup>1</sup> Once medication calculation is taught in these courses, at least five (5) dosage calculation questions should appear on each unit test in the course, excluding the final exam.