

Department of Practical Nurse & Health Care Aide

COURSE OUTLINE – Spring 2026

NP1480 (A4, S1, S2): Medication Administration – 2 (1-2-0) 45 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

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CALENDAR DESCRIPTION: Development of mathematics for practical nursing practice. Focus is on calculating dosages for medication administration for clients across the lifespan.

Note: Available only to practical nursing and psychiatric nursing students.

PREREQUISITE(S): Mathematics 20-2 or equivalent, NP1205, NP1250, NP1280, NP1500

COREQUISITE(S): NP1400, NP1410, NP1450, NP1600, NP1700



REQUIRED MATERIALS: Gray Morris, D.C., & Brown M. (2022) Calculate with Confidence (2nd ed.). Elsevier

Basic Calculator

DELIVERY MODE(S): In-person lecture and seminar

LEARNING OUTCOMES:

Upon successful completion of NP 1480 learners will be able to:

1. Accurately calculate medication dosages for clients of diverse ages and complexities.
2. Follow policies and procedures for preparing, administering, and documenting medications.
3. Explain and apply the 10 rights of medication administration.
4. Outline the process for reporting and disclosing medication errors according to legal and ethical standards.
5. Explain the professional responsibility for ongoing development to ensure continuing competence in medication administration.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

**** For courses with alpha (letter) grading, a grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

Assignment	Weight	Date	Related Course Learning Outcome
Quizzes	20% (2.5% per quiz)	Weekly (x8)	1,2,3,4,5
Case Study	20%	Week 5	1,2,3,4,5
Midterm Exam	25%	Week 8	1,2,3,4,5
Final Exam	35%	In Exam Week	1,2,3,4,5

1. **Quizzes:** The quizzes aim to ensure student preparation and understanding of content before progressing to increasing difficulty in math calculations and problems. Students who are late will not be permitted to write and will receive a grade of zero on the quiz. Students with unexcused absences will not be

permitted to write the quiz and will receive a zero. Students with an excused absence will be permitted to write the missed quiz at a later date. It is the student's responsibility to contact the instructor to arrange an alternate time.

2. **Case Study:** The case study will provide students with a scenario that requires them to apply course content to the situation. Assignment overview and rubric will be posted on D2L.
3. **Midterm Exam:** The Midterm Exam includes all content covered up to and including Week 7. Question format may include a variety of styles, but not limited to multiple choice, short answer, long answer, matching, fill in the blank, and select all that apply.
4. **Final Exam:** The Final Exam is cumulative and may include all content covered throughout the course. Question format may include a variety of styles, but not limited to multiple choice, short answer, long answer, matching, fill in the blank, and select all that apply.

GRADING CRITERIA

Please note that most institutions will not accept your course for transfer credit IF your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100		C+	2.3	67-69
A	4.0	85-94		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Topic	Chapters
1	Medication Administration & Rights	8
2	Understanding & Interpreting Medication Orders	9

3	Medication Documentation & Reading Labels	10, 11
4	Math Review	2, 3, 4
5	Systems of Measurement & Conversion	5, 6, 7
6	Dosage Calculation Methods	13
7	Oral & Parenteral Dosage Forms	15, 16, 17
8	MIDTERM EXAM	
9	SPRING BREAK NO CLASSES	
10	Calculating Dosage Based on Weight	22
11	Insulin	18
12	Intravenous	19, 20
13	Heparin	21
14	Review	
15	FINAL EXAM	

STUDENT RESPONSIBILITIES:

As a student at NWP, you have rights and responsibilities. It is your responsibility to be familiar with the information contained in this Course Outline and the PN student handbook and to clarify any areas of concern with the instructor. It is also your responsibility to be familiar with NWP Policies. Please take the time to familiarize yourself with the policies that might impact you while you are here:

- Practical Nurse Program Student Handbook

https://docs.google.com/document/d/1rC9OZjzQmSUDuEdrgUaiC0g5_8GtIJYx6y7PAtkHyA/edit?tab=t.0

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

****Note:** all Academic and Administrative policies are available on the same page.

ADDITIONAL INFORMATION:

LATE ASSIGNMENT POLICY:

To obtain credit in the course ALL assignments, examinations, and quizzes must be completed. Students are expected to make every effort to complete assignments on time. Assignment submissions are expected on the date determined by faculty. If extensions are necessary, they may be requested up to 48 hours prior to the assignment due date and should be submitted in writing to the faculty member involved. Not all extensions will be granted. In exceptional situations, extension requests within the 48-hour period may be considered. Late assignments will have 5% of total marks (or one letter grade) for the assignment deducted for each day/partial day (including weekend days) beyond the due time.

For example, a paper marked at B+ would receive an adjusted grade of B if handed in one day late. After 5 days, a grade of 0 will be awarded to the assignment. If the late penalty places the grade below the necessary pass grade, students will be unsuccessful in the course. When submitting assignments electronically, it is the student's responsibility to ensure the assignment has been received. Papers/assignments may not be rewritten for a higher grade. Concerns regarding grading are to be discussed with the faculty member involved.

TURNITIN DISCLOSURE:

As part of NWP's commitment to academic integrity, all written assignments submitted by students will be reviewed using Turnitin software, an online plagiarism detection tool, to verify originality and ensure academic integrity. Turnitin compares student work to a vast database of academic sources, publications and previously submitted assignments to identify potential instances of plagiarism or improper citation(s). By enrolling in this course, students acknowledge and consent to the use of Turnitin for assignment submissions.