**ULM College of Pharmacy Fall XXXX**

*August 2023 Revision*

**Course Name**

**PHRD XXXX**

**CRN# XXXXX**

**I. Contact Information**

**Course Coordinators:**

Name

Phone

Email

Office Location

Office Hours

Preferred Method of Communication

**Course Instructors:**

Name

Phone

Email

Office Location

Office Hours

Preferred Method of Communication

**II. Course Pre-requisites/Co-requisites**

Pre-requisites - PHRD XXXX

 Co-requisites – PHRD XXXX

**III. Course Description**

*Insert Catalog Course Description with credit hours*

*Ex.* ***2 cr.****Fundamentals of pharmaceutical measurement and calculations.*

**IV. Curricular Objectives and Outcomes**

**CAPE [***delete any outcomes that are not applicable to the course]*

**Domain 1 – Foundational Knowledge**

**1.1. Learner (Learner)** - Develop, integrate, and apply knowledge from the foundational sciences (i.e., ***pharmaceutical*, *social/behavioral/administrative***, and ***clinical sciences***) to evaluate the scientific literature, explain drug action, solve therapeutic problems, and advance population health and ***patient-centered care***.

**Domain 2 – Essentials for Practice and Care**

**2.1. Patient-centered care (Caregiver)** - Provide ***patient-centered care*** as the medication expert (collect and interpret evidence, prioritize, formulate assessments and recommendations, implement, monitor and adjust plans, and document activities).

**2.2. Medication use systems management (Manager)** - Manage patient healthcare needs using human, financial, technological, and physical resources to optimize the safety and efficacy of medication use systems.

**2.3. Health and wellness (Promoter)** - Design prevention, intervention, and educational strategies for individuals and communities to manage chronic disease and improve health and wellness.

**2.4. Population-based care (Provider)** - Describe how ***population-based care*** influences ***patient-centered care*** and influences the development of practice guidelines and evidence-based best practices.

**Domain 3 - Approach to Practice and Care**

**3.1. Problem Solving (Problem Solver) –** Identify problems; explore and prioritize potential strategies; and design, implement, and evaluate a viable solution.

**3.2. Educator (Educator) –** Educate all audiences by determining the most effective and enduring ways to impart information and assess understanding.

**3.3. Patient Advocacy (Advocate) -** Assure that patients’ best interests are represented.

**3.4. Interprofessional collaboration (Collaborator) –** Actively participate and engage as a healthcare team member by demonstrating mutual respect, understanding, and values to meet patient care needs.

**3.5. Cultural sensitivity (Includer) -** Recognize ***social determinants of health*** to diminish disparities and inequities in access to quality care.

**3.6. Communication (Communicator) –** Effectively communicate verbally and nonverbally when interacting with an individual, group, or organization.

**Domain 4 – Personal and Professional Development**

**4.1. Self-awareness (Self-aware)** – Examine and reflect on personal knowledge, skills, abilities, beliefs, biases, motivation, and emotions that could enhance or limit personal and professional growth.

**4.2. Leadership (Leader)** - Demonstrate responsibility for creating and achieving shared goals, regardless of position.

**4.3. Innovation and Entrepreneurship (Innovator)** - Engage in innovative activities by using creative thinking to envision better ways of accomplishing professional goals.

**4.4. Professionalism (Professional) -** Exhibit behaviors and values that are consistent with the trust given to the profession by patients, other healthcare providers, and society.

**ACPE APPENDIX 1** *(Refer to Appendix at www.examsoft.com/ulmcop)*

**V. Course Specific Objectives and Outcomes**

**At the conclusion of this course, students should be able to:**

**VI. Course Topics**

*Ex: Pharmacology, medicinal chemistry and therapeutics related to: hypertension, dyslipidemia, angina, anticoagulation, shock Syndromes, acute coronary syndromes, myocardial infarction, heart failure, Advanced Cardiac Life Support (ACLS), arrhythmias (including atrial fibrillation), thromboembolism and stroke*

**VII. Instructional Methods and Activities**

*Ex: Instructional methods may include: traditional lectures, distance learning, in-class discussion of patient cases, small group discussions, problem-based learning, case-based learning, and individual projects or assignments. Include Technology to be used.*

**VIII. Evaluation and Grade Assignment**

*Ex: There will be four exams and a final exam. The final exam will not be comprehensive. Each 50-minute class period will be represented by 6 points on the exam.*

***Exam 1:*** *XX points****Exam 2:*** *XX points****Exam 3:*** *XX points****Exam 4:*** *XX points****Final exam:*** *XX points****Total points for the course: XXX\*****\*Quizzes/assignments will be given as deemed necessary by each faculty member. The points available from these quizzes and assignments will be added into the denominator for the total number of points available from the course, and course grade determined accordingly. Include statement on exam and assignment turnaround time.*

* *Exam dates are scheduled in the course syllabus and will only be changed in the event of University closure.*
* *Exams may be multiple-choice, fill-in-the-blank, short-answer, case- or scenario-based discussion, essay, or any other format deemed necessary by the faculty members and Course Coordinators. The final exam will be exclusively multiple-choice.*
* *Normal laboratory values will be provided for all questions, unless otherwise specified during class. Lab values that are specific to a disease state will generally not be provided.*
* *Information acquired from previous portions of the course and from other courses in the professional pharmacy curriculum may be needed in preparing for these examinations.*
* *Exams may cover material (readings, outside assignments) not covered in class.*
* *Exams will NOT be returned to the student. All instructors will have copies of the exam and students’ results, and students may view their exam results (inc. right/wrong) in instructors’ offices, at times convenient for all involved. At this time, they may also discuss exam questions with the instructors who wrote them; however, any official “challenges” of questions must be done in writing. (See below)*
* *Exams will be issued using Exam Soft; all students are required to download the exams prior to the date of the scheduled exam. If a student cannot take the exam on the scheduled date the student must reverse download the exam to Exam Soft. Under no circumstances should a student open an examination, except during the scheduled time and at the scheduled location. Scratch paper will be issued on the day of the exam and all students are required to sign the scratch paper and return it to the exam proctor prior to leaving the room. No other paper items will be allowed during the exam unless supplied by the faculty administering the exam. All exams must be uploaded before leaving the classroom; in the event of a power outage or loss of Wi-Fi connection all students are required to upload the exam at the earliest possible reconnection time, however proof of exam closeout will be required prior to leaving the classroom.*
* *Students wishing to review their exams with the course coordinators or with a specific faculty member must do so within 2 weeks of when the exam scores are posted, or within 1 week of the time that the score for the final exam is posted.*
* *Problems or issues with a question should be first directed, via e-mail, to the person who wrote it. The course coordinator(s) should be copied on this email, but it is the responsibility of the question’s author to address the concern(s). If the student is unsure which faculty member wrote a specific question, then he or she may ask the course coordinator. In the written challenge, the student is expected to include references or rationale to support their challenge of the question. The challenge will be reviewed by the faculty member, and his or her decision will be shared with the course coordinator(s). Discussion of a dispute will occur only after the written query is submitted. Challenges of test questions for the first 4 exams will only be considered within 2 weeks of when the test scores are posted. For the final examination, challenges of test questions will only be considered within 1 week of the time that the scores are posted.*
* *In the event that there is an issue with a particular test question, adjustments to scores will be made based on discussions between the test question writer and the course coordinator.*
* *The use of programmable calculators and electronic devices capable of storing, receiving or transmitting data are prohibited during an exam or quiz unless expressly authorized by the course instructor. Such devices must be turned off and left with your belongings in the front of the room.*
* *Mid-term grades will be posted on-line for students to view via Banner. Mid-term grades indicate a student’s status at mid-semester only and do not indicate the final performance outcome of a student.*
* *Statement regarding policy for late assignment turn in, etc.*

**Grading Scale:**

89.5 – 100% A

79.5 – 89.49% B

69.5 – 79.49% C

59.5 – 69.49% D

≤59.49% F

**Student Success Policy**: <http://www.ulm.edu/pharmacy/currents.html>

**Remediation Policy**: <http://www.ulm.edu/pharmacy/currents.html>

**IX. Class Policies and Procedures**

At a minimum, all policies stated in the current ULM *Student Policy Manual & Organizational Handbook* should be followed (see <http://www.ulm.edu/studentpolicy/>). Additional class policies include:

**a. Textbooks (required):**

1. *Chisholm-Burns M, Schwinghammer TL, Wells BG, Malone PM, Kolesar JM, DiPiro JT, eds. Pharmacotherapy: Principles and Practice. 2nd ed, New York, McGraw-Hill, Inc., 2010. ISBN 9780071621809*

*2. Brunton LL, Lazo JS, Parker KL, eds. Goodman and Gilman’s, The Pharmacological Basis of Therapeutics, 11th ed, McGraw-Hill, 2006. ISBN 9780071422802 (available through AccessPharmacy)*

*3. Lemke, Williams, Roche, Zito, eds. Foyes Principles of Medicinal Chemistry 7th ed., Walters Kluwer/Lippincott Willams & Wilkins, 2013. ISBN 978-1-60913-345-0. (This text is available via our LW&W Health Library collection.)*

4. Additional REQUIRED reading materials may be posted on CANVAS by course faculty.

**b. Attendance Policy:** Class attendance is regarded as an obligation as well as a privilege, and students are expected to know attendance regulations and to attend regularly and punctually at classes in which they are enrolled. Failure to do so may: (1) prevent access to the classroom during regularly scheduled times; (2) jeopardize a student’s scholastic standing; and (3) lead to suspension from the College or University. Students must submit excuses for class absences to course coordinators within three class days after returning to classes.

Professors shall accept an official University excuse. With the following exceptions, professors are to determine whether absences are excused or unexcused: 1) Absences arising from authorized trips away from the University or from special duties at the University shall be excused. 2) Absences arising from a student’s confinement in a hospital or other in-patient facility or doctor’s excused absences shall be excused. Students are responsible for verifying providing documentation to the faculty, which will be verified. 3) Absences arising from a death in the immediate family shall be excused. The immediate family is defined as spouse, child, step-child, mother, father, sister, brother, grandmother, grandfather, step-mother, step-father, step-brother, step-sister, aunt, uncle, mother-in-law or father-in-law.

**c.** **Absence from Class:** A student is expected to notify his/her Course Coordinator(s) on the day the absence occurs. Notification, if possible, should occur prior to the absence. A voice message or email is an acceptable method of notification. The Course Coordinator(s) will confirm notification received. If the Course Coordinator(s) does not confirm receipt of notification, the student should notify them again.

1. Upon return to classes, the student should bring a valid written excuse to the OSPA.
2. OSPA will verify the validity of the excuse and will sign and date the excuse.
3. The student should retrieve the validated excuse on the SAME day it is dropped off in the OSPA and, outside of class, approach the Course Coordinator(s) with their documentation unless otherwise stated in the course syllabus. This should also occur on the SAME day the excuse is validated.

**d. Absence from an Exam:** A student missing an exam MUST contact the Course Coordinator(s) via email or phone prior to the test. In case of emergency, a student should contact OSPA. OSPA will notify Faculty. The student must contact the Course Coordinator(s) or OSPA within 48 hours of the emergency.

OSPA office hours –

Monday through Thursday 7:30 am to 5:00 pm

Friday 7:30 am to 11:30 am

OSPA office phone –

318-342-3800

Mrs. Mary Rhea (Assistant Dean of Student Affairs and Development)

Office phone – 318-342-3803, Email – mrhea@ulm.edu

Dr. Laurel Sampognaro (Director of Student Success)

Office phone – 318-342-1721, Email – sampognaro@ulm.edu

1. Upon return to classes, the student should bring a valid written excuse to the OSPA.
2. OSPA will verify the validity of the excuse and will sign and date the excuse.
3. The student should retrieve the validated excuse on the SAME day it is dropped off in the OSPA and, outside of class, approach the Course Coordinator(s) with their documentation unless otherwise stated in the course syllabus. This should also occur on the SAME day the excuse is validated.
4. Exam make-up will be at the discretion of the Course Coordinator(s).

**e. Mental and/or Physical Health Leave of Absence:** A student who feels he/she needs a Leave of Absence should make an appointment with the Assistant Dean of Student Affairs and Development or the Director of Student Success as soon as the student recognizes this need. The leave of absence will not be considered by the Course Coordinator(s) for excuse until after the Assistant Dean of Student Affairs and Development and/or the Director of Student Success has been contacted. Do not directly contact the course coordinator(s) until after speaking with the Assistant Dean of Student Affairs and Development or the Director of Student Success.

A Leave of Absence is considered to be a period of time when a student does not attend classes but intends to return at some point. Individuals typically take a Leave of Absence when depression, anxiety, trauma, substance use, or other disorder is interfering with his/her daily life to the point that he/she is unable to function and complete required tasks. A Leave of Absence can also be taken for medical reasons, such as a serious medical condition or to care for a family member with a health condition. Once granted, a student may not attend classes or any College sponsored event during a Leave of Absence.

Any leave of absence for medical and/or mental health reasons that exceeds 72 hours will require clearance from a licensed provider before returning to classes.

**f.** **Make-up Policy:** Each student is expected to attend each exam at the date and time specified. If a student cannot attend an exam due to valid University excuse, he/she must speak directly with the course coordinator, as soon as possible. The course coordinator must be notified **prior** to an examination if a student misses an exam. The ULM COP Excused Absence Policy must be followed. Please refer to the official document for details. In case of emergency, the course coordinator must be notified within 48 hours of the emergency. Failure to do so will result in a zero (0) grade for that exam. Make-up exams will be prepared at the same or higher level than the original exam. The format of the make-up exam may be written or oral. Failure to attend a scheduled make-up exam will result in a zero (0) grade for that exam. *Students missing an exam due to a University approved excuse will take the make-up exam during the week of finals, or as determined by the course coordinator.*

<http://www.ulm.edu/pharmacy/currents.html>

**g. Academic Integrity:** Faculty and students must observe the ULM published policy on Academic Dishonesty (see Page 4 of the ULM *Student Policy Manual* - <http://www.ulm.edu/studentpolicy/>). All professional students will adhere to the standards set forth in the College of Pharmacy’s Code of Conduct (<http://www.ulm.edu/pharmacy/currents.html>).

1. Unless expressly allowed by the instructor, the use of artificial intelligence (AI) tools and applications (including ChatGPT, DALL-E, and others) to produce content for course assignments and assessments is a violation of the ULM College of Pharmacy’s Code of Conduct and is prohibited.

Censures (Penalties)

Academic dishonesty will result in a referral to the Academic Standards and Ethics Committee. If the student is found guilty of Ethical and Professional misconduct by the committee, they will receive a zero for the assigned points (graded assignment or test) and up to an “F” in the course from the course coordinator in addition to any disciplinary action recommended by the Academic Standards and Ethics Committee.  Academic dishonesty includes, but is not limited to, the use of information taken from others’ work or ideas, the provision of help to others on non-collaborative evaluations (tests, quizzes, ec.), collaboration on take home exams, or the use of unapproved information or electronic devices to assist in obtaining answers.

**h. Course Evaluation Policy:** At a minimum, students are expected to complete the online course evaluation.

**i. Student Services:** Information concerning student services in the College of Pharmacy can be found in the College of Pharmacy Student Handbook. In particular, students should pay special attention to the University’s technical standards and policies concerning students with special needs (<http://www.ulm.edu/studentpolicy/studentpolicy.pdf>). ULM student services, such as the Student Success Center (<http://ulm.edu/cass/>), Counseling Center (<http://ulm.edu/counselingcenter/>), and Student Health Services, is available at the following Student Services web site <http://ulm.edu/studentaffairs/>. Students with special needs requiring accommodations MUST follow the process described at <http://rxweb.ulm.edu/pharmacy/student/specialneeds.pdf> .

Mental Wellness on the ULM Campus

If you are having problems with emotional, social, and/or behavioral issues please call any of the mental health clinics on the ULM campus to make an appointment. All services are free to ULM students, staff, and faculty, and are strictly confidential.

* COP Office of Student and Professional Affairs: 342-3800
* ULM Counseling Center: 342-5220
* Marriage and Family Therapy Clinic: 342-5678
* Community Counseling Center: 342-1263
* ULM HELPS (Helping Educators and Learners Prevent Suicide) Project Office: 342-1335

The University of Louisiana at Monroe strives to serve students with special needs through compliance with Sections 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. These laws mandate that postsecondary institutions provide equal access to programs and services for students with disabilities without creating changes to the essential elements of the curriculum. While students with special needs are expected to meet our institution's academic standards, they are given the opportunity to fulfill learner outcomes in alternative ways. Examples of accommodations may include, but are not limited to, testing accommodations (oral testing, extended time for exams), interpreters, relocation of inaccessible classrooms, permission to audiotape lectures, note-taking assistance, and course substitutions.

*Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds, including federal loans and grants. Furthermore, Title IX prohibits sex discrimination to include sexual misconduct, sexual violence, sexual harassment and retaliation. If you encounter unlawful sexual harassment or gender-based discrimination, please contact Student Services at 318‑342‑5230 or to file a complaint, visit* [*www.ulm.edu/titleix*](http://www.ulm.edu/titleix)*.*

**j. Emergency Procedures**: Please review the emergency escape plan in the classrooms and hallways of the Bienville building. Move quickly and in an orderly manner to the appropriate stairwell and exit the building. The meeting place for this class will be the far end of the north parking lot between the Bienville building and Broadmoor Blvd. Under no circumstances is the elevator to be used for emergency evacuation. Any student needing assistance should notify the professor immediately. For emergencies, to contact University Police, call **1**-911 from landlines and **342-5350 from cell phones. The course coordinators reserve the right to adjust the syllabus or schedule, in accordance with University and College policies and procedures.**

1. Federal Regulations require determination and verification of every students’ physical location while enrolled in classes (where they are physically located while taking classes), regardless of the delivery method (on campus, online).  At the beginning of every semester and whenever physical location changes, students must update or verify their current location through banner <https://ssb-prod.ec.ulm.edu/PROD/bwgkogad.P_SelectAtypUpdate>. Students should do this by the end of the first week of classes.

**l.** This course is a major requirement for the Doctor of Pharmacy degree.  Completion of degree requirements leads to eligibility for professional licensure and/or certification in Louisiana upon graduation.  Federal Regulations require universities to provide information to students about the alignment between Louisiana’s requirements and those of other states.  ULM has created a web page with discipline-specific information containing hyperlinks to Licensure Boards in the United States <https://www.ulm.edu/professional-licensure-disclosures/index.html>.  Program Directors and/or faculty will discuss this information with you during advising or other program meetings but is also available to answer questions and address any concerns you might have.  It is also important to note that licensure or certification requirements are subject to change.  Although ULM Program Directors annually review and update licensure information for every state, the faculty recommends that before enrolling in a program and throughout enrollment, students communicate with the applicable state board to confirm understanding and whether upon completion of ULM’s program, they will meet requirements.

**X. Example:**

**Course Schedule - Tentative Course Schedule \*subject to change at the discretion of the Course Coordinator *Class will meet in Bienville 170 Monday, Wednesday and Friday at 8:00-9:50am***

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| --- | --- | --- | --- | --- |
|  | **Day** | **Date** | **Lecture** | **Instructor** |
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