

BEHAVIORAL EXPECTATIONS FOR STUDENTS

The student is considered a responsible adult and is expected to behave in an appropriate manner. Guidelines and regulations governing expected conduct are developed by student representatives, faculty and administration, and are published in the Catalog/Student Handbook.

Students must comply with the below standards:

Behavioral/Emotional Conduct

- Students must possess the ability to fully utilize their intellectual abilities, to exercise good judgment, to complete all responsibilities attendant to the diagnosis and care of patients, families, etc.
- Students must be able to maintain mature, sensitive and effective relationships with patients, other students, faculty, staff and other professionals under all circumstances, including highly stressful situations.
- Students must have the ability to function effectively under stress and to adapt to an environment that may change rapidly without warning and/or in unpredictable ways.
- Students must be able to experience empathy for the situations and circumstances of others and effectively communicate that empathy.
- Students must know that their values, attitudes, beliefs, and emotional experiences affect their perceptions and relationships with others and use that knowledge in interpersonal communications.
- Students must be willing and able to examine and change their behavior when it interferes with productive individual or team relationships.
- Students must possess the skills and experience necessary for effective and harmonious relationships in diverse academic, cultural and work/study environments.
- Interpersonal conflicts, tension, and incivility will not be tolerated in any way, shape, form, or manner with other students or faculty.

Professional Conduct

- Students must be able to reason morally and practice nursing in an ethical manner.
- Students must be willing to learn and abide by the professional standards of practice defined by the discipline.
- Students must possess attributes that include compassion, empathy, altruism, integrity, honesty, responsibility, respect, accountability and tolerance.
- Students must be able to engage in patient care delivery in all settings; to deliver care to all patient populations including but not limited to children, adolescents, adults, developmentally challenged persons, medically compromised patients and vulnerable adults.

Each student has the privilege of exercising the rights of citizenship without fear of prejudice. Care has been taken to assure due process, which includes routes of appeal, if a student feels his/her rights have been violated. Students are not subject to unfair action or treatment as the result of the initiation of a complaint.

The achievement of the educational purpose is a responsibility of all aspects of the college. A direct responsibility rests on students, faculty, and administration to maintain an environment conducive to the pursuit of educational activities, to protect the rights of others, and to assure the opportunity for personal growth and development.

Centra Hospitals, Centra College, and the Student Government Association, are opposed to student use of alcoholic beverages on campus and unauthorized drugs. Evidence of impairment or having alcohol or unauthorized drugs on campus or hospital premises will be reported to the Dean or Academic Director of the Program and may result in suspension or dismissal from the college. Should a student's conduct cause the impression that he/she is under the influence of alcohol or drugs, he/she shall be so advised, and Centra College reserves the right to require breath, blood, and/or urine samples from the student.

Students have a responsibility to abide by the regulations set forth in the Catalog/Student Handbook.

CLASSROOM POLICIES

Any required written work must be handed in by the deadline date set by the instructor, unless the instructor has agreed to a later date. Late papers may result in a lowered grade.

Pencils may be used for marking objective tests. All essay type exams are to be **written in ink** on a standard 8.5" X 11" notebook or typed on 8.5"X11" computer paper. All formal papers must be written according to the **Publication Manual of the American Psychological Association (APA)**.

Guidelines for referencing: Any quote taken "word for word" from a source should be enclosed in quotation marks and referenced. Any idea taken from a source and paraphrased **must be referenced**. References should reflect the exact page number(s). Failure to give credit to an author is plagiarism. Any student guilty of plagiarism will be required to rewrite the paper with a late penalty or receive a grade of zero.

While in class, students may chew gum, eat, and drink soft drinks, if approved by the individual instructor and fellow students. Any trash is to be placed in the wastebasket at the end of each class.

CONFIDENTIALITY AND ACCEPTABLE COMPUTER USE POLICY

Students have access to patient records and other confidential patient information. Because of this, students must maintain confidentiality of all patient information as required by Health Insurance Portability and Accountability Act of 1996 (HIPPA). Information is obtained from patient records when preparing for clinical assignments and during clinical experiences. Centra has adopted a position that photocopying or printing of information from patients' records will not be allowed. Students must sign the Centra Confidentiality Policy and Agreement.

Each year, all students are required to complete HIPPA training through the online education system. Training is mandatory and requires verification of its completion.

SOCIAL MEDIA POLICY

Centra College acknowledges that social media (ie: Facebook, Twitter, YouTube, Snap Chat, Instagram) is one available form of communication among students. Centra College supports the use of communication and collaboration via social media platforms, however, it is mandated that students adhere to the code of conduct policies outlined in the **Student Catalog/Handbook** for the *Behavioral Expectations for Students* while using any form of social media. (Remember: Utilizing social media platforms enables one to disseminate information to an indefinite population beyond your group)

Centra College recognizes the social media guidelines defined below:

- **Respect:** Respect your peers, colleagues, faculty and staff. It is expected that students represent the college and the Centra Health organization in a positive fashion. Do not share personal information of others without permission. Utilize all HIPAA guidelines when posting photos and any information.
- **Sharing of information on-line:** Be aware of what you post! Students should obey the Centra College **Honor Code** while utilizing a social media platform. Students could be responsible for content displayed or shared that violates federal or state legislatures.
- **Accessibility:** Students should be aware that information posted can be viewed indefinitely. Comments and/or screenshots can be copied and forwarded to other parties.

*Note: If at any time, a student violates the **Social Media Policy**, the student will be held accountable for their actions and could result in program dismissal

DRESS CODE

The appearance of the nursing students of Centra College is vitally important in our association with patients, visitors, and employees. It is the policy of the hospital that nursing students maintain personal cleanliness, good grooming, and appropriate dress while in the health care facilities of the organization.

Many of the requirements for students are based on rules and regulations established by hospital administration. The faculty is responsible for students' adherence to the Dress Code as well as all college and hospital/agency policies.

Students (ADN & PN programs)

Dress in Uniform:

- Students are to dress for clinical in the official College, specific program, uniform. The uniform is completed with socks, and all white or black leather closed toe and closed heel shoes.
- College issued identification badges **must be worn at all times** when in class, lab and clinical areas. Identification badge must be visible and worn above the waist level. Badges are to be returned at the end of each academic year or when not enrolled in the College.
- Hair must be neat and secured so as not to interfere with patient care. Longer hair past the ears must be tied back. Students may be required to secure the hair, so it is off the collar. If a student chooses to use a headband, it must be a solid color, no larger than 1.5 inches, bandanas and other head garments are not acceptable.
- Facial hair must be kept clean and neatly trimmed.

- No jewelry is permitted with the uniform except a watch, an engagement and/or wedding band, and small earrings (¼ inch or less). A maximum of two small stud earrings (1/4 inch or less) per ear is allowed. No other pierced body parts shall be visible with the exception of a tragus or small nose **STUD** piercing. (Jewelry on the tongue, eyebrows, and upper lip or any other part of the face will need to be removed.)
- **Offensive** tattoos must not be visible. They may be covered by clothing or bandages.
- A matching lab coat may be worn with the uniform. Sport sweaters and jackets are not acceptable.
- Students may wear appropriate garments under the clinical uniform top. These include white T-shirt or black T-shirt (short and long-sleeve), tank tops, or camisoles with no printing.
- No gum is to be chewed while the student is in the clinical area.
- Good grooming habits will include bathing and using an effective deodorant.
- Fingernails must be kept short and be well manicured. One-eighth (1/8) inch beyond the finger is acceptable (More than 1/8 of the nail should not be visible when viewing from the palm of the hand). Unacceptable fingernails are those which are long/sharp enough to cause disposable gloves to tear while being worn in the normal course of duty. Nail polish, if worn, must be clear and be free from chips and cracks. Artificial nails are not permitted. This includes tips, wraps, acrylics, and gels. Wraps include any silk, fiberglass, or fabric enhancer that is glued to the natural nails. Acrylic nails are created using a paste that is applied to a natural nail or nail tip. A gel is brushed onto a natural nail or tip and hardened by ultraviolet lighting. Nail jewelry is not permitted.
- Perfumes, colognes, or any scented products may not be worn in patient care areas.
- Pins, badges, or insignias which represent an award or achievement in nursing may be worn. All other pins, badges, or insignias are prohibited.
- Students working in a department where a special uniform is worn must conform to the policy of that department.
- Appropriate street clothes may be worn by students on specified clinical rotations.

Simulation

Student Responsibilities in Simulation

Throughout your education, you will participate in simulated patient clinical situations, both in school and after you graduate. In order to gain the most benefit from these simulations, you are responsible for the following:

- The Student must attend simulation on time and in full clinical dress code.
- All students must be present for a simulation to begin.
- Any student later than 10 minutes after the scheduled start time will not be allowed to join the simulation. This will be counted as an unexcused absence and result in an unsatisfactory grade for the simulation experience. The student will be subjected to the guidelines for disciplinary action outlined in the simulation grading policy. Simulation Faculty will attempt to reschedule the student for a make-up date, if the schedule allows for this. If the student is later than 10 minutes after the scheduled simulation

start time or does not show up to simulation, the student will not be provided another make-up opportunity. The student will be subjected to the disciplinary actions outlined in the simulation grading policy.

- The Student must notify Simulation Faculty via phone or e-mail if unable to attend the simulation clinical as scheduled at least one (1) hour prior to the simulation clinical start time. If the student fails to notify Simulation Faculty at least one (1) hour prior to missing a scheduled simulation, this will result in an unexcused absence and the student will be subject to the disciplinary actions outlined in the simulation grading policy. Simulation Faculty will attempt to reschedule the student for a make-up date, if the schedule allows for this.
- The Student must complete the required simulation clinical preparation work listed in their course Prep & Objectives on the Simulations LMS course page.
- The Student must care for their simulated patient as they would care for a patient in the clinical setting, following safe practice protocols, proper communication with patients and other caregivers, recognizing knowledge limits, and seeking assistance when appropriate.
- The Student must document all pertinent care information in the patient's EMR.
- The Student must be an active participant in self-evaluation and post simulation de-briefing exercises.
- The Student must maintain confidentiality in simulation with regards to the patient, the simulation scenario, and the performance of their colleagues. Sharing simulation information with others outside of simulation will be considered an honor code violation.
- The Student will not be allowed to video tape or record any portion of simulation. Recording or videotaping during simulation will be considered a breach of the confidentiality agreement and an honor code violation.
- Cell phones must be on silent or off mode when students are in the simulation setting. Cell phones should not be visible while caring for the patient in the simulation experience.
- All students are expected to respect the Simulation center, the manikins, and the equipment utilized during the simulation.

Simulation and scenario specific information will be provided during the simulation orientation. Students will be expected to follow the school and clinical policies while in simulation. To maintain respect and privacy for all students, both in our program and in others, no student will be allowed in the control room of the simulation center. All students scheduled for clinical hours in the simulation center will be evaluated using the Simulation Evaluation Rubric. Please review the rubric prior to your simulated patient experience.

TESTING POLICY

In order to ensure fair testing practices for students and to adhere to the NLN Fair Testing Guidelines for Nursing Education (2012), the following testing protocols are applicable across the curriculums. Tests will refer to unit tests given throughout a course. Exam refers to a final comprehensive examination given in a course. Each course in the ADN and PN programs should have a *minimum* of 80% of testing (tests and exams) as part of the course grade.

Testing:

- Tests/exams should reflect unit and course student learning outcomes.
- Test questions will increase in difficulty and level of application with each semester.
- Test/exam questions will be designed in a variety of formats, including but not limited to: multiple choice, choose all that apply, medication calculations. "Choose all that apply" questions will be counted as either a full question or a missed question; **there will be no partial credit for these questions.**
- Upon discretion, instructors will designate rationales for each test question.

Testing Environment:

- According to the guidelines for NCLEX, all tests/exams will be timed. Based on the NCLEX guidelines (RN: 265 maximum questions over a maximum of 6 hours; PN: 205 maximum questions over a maximum of 5 hours), students will be given 1.4 minutes per question.
 - If a student is tardy to the test, no additional time will be given to complete the test. All tests will be taken up at the allotted time, regardless of when the student actually began the test.

Absenteeism During Testing:

- If a student misses a test/exam, course faculty must be notified prior to the test/exam unless there is an extreme emergency.
- Any test/exam that is missed, the student will receive a zero.
- There will be no make-up test/exam unless there is an extenuating circumstance.
- All extenuating circumstances must be approved by the Dean.
- The comprehensive final exam must be completed.
- Students who are absent on the scheduled final exam day are responsible for contacting faculty in order to schedule a make-up date within 24 hours of the original scheduled exam date.
- The grade obtained on the comprehensive final exam will be the grade recorded in the grade book for the final exam and only **ONE approved missed test.**
- Due to the nature of the five-week Nurse Aide Program, the test and exam will be made up by the discretion of the faculty and Program Coordinator with a physician note required for missed testing and examination.

During a Test or Exam:

- Tables/ desks should be clear of ALL items --nothing can be on the table or chair during testing (including drinks and/or food items) with the exception of utensils for writing.
- All APPLE, SMART watches, or Bluetooth devices will be removed prior to the start of a test **unless the device (IPAD) is being used for testing.** A SMART device is anything that can transfer data from one device to another either by WiFi, Bluetooth, 3G/4G, LTE, etc.

- All backpacks, purses, etc. will be placed in the front of the room.
- Only hand-held calculators can be used during paper tests.
- Cell phones should be set on silent and placed in purses or backpacks in the front of the room.
- Only emergent bathroom breaks will be allowed during test or exams.
- Faculty will provide scratch paper/cover sheets. **No credit** will be given for answers on scratch paper.
- When applicable, all students are required to use cover sheets during paper and pencil testing. These scratch paper/cover sheets will be collected by faculty at the completion of the test.

Exam Soft Settings:

- Testing will take place on IPADs purchased by the student utilizing the **Exam Soft**
- Application testing system. IPADs should be fully charged prior to taking an exam.
- Students must download the exam provided by the faculty instructor prior to the scheduled exam date and time. If the student does not complete this task before the scheduled exam date and time, a "0" will be marked for the test grade.
- The test administered will be Secure.
- Backwards navigation will be applied.
- Time clock will be shown on the test.
- Font size limitations will be set to 14 size font.
- No exam review will occur directly after the test.
- Students will be allowed one download attempt for the examination. Any further download attempts must be approved by the Academic Director of the program and
- course faculty.
- A preliminary grade **will not** be provided to a student at the completion of the
- examination.

Honor Code:

- Upon admission to the college, the student is required to read and sign a copy of the Honor Code Pledge. This signed copy is kept in the students file in Centra College file room.
- At the start of each test or exam, the student is required to pledge that he/she has neither given nor received aid on the test or exam.
- Violation of the Honor Code may result in dismissal from Centra College.

- If an episode of honor code violation is observed, the infraction will be reported by the accuser immediately to the proctor.
- The Honor Code also applies to computerized tests and quizzes. The Honor Code is in effect as soon as the student opens the computerized test/quiz.

Student Test Grades/ Test Review/Final Exam:

- Test grades will be posted in the LMS within five (5) business days of the test day.
- Students that receive a grade below an “80” on any test will receive an Academic Warning and will be requested to schedule a test review with the instructor.
- A delayed test review will occur unless extenuating circumstances arise.
- ALL DISCUSSIONS REGARDING TEST QUESTIONS MUST HAVE A **GENERATED ANSWER RATIONALE FORM** SUBMITTED BY THE STUDENT TO THE COURSE FACULTY WITHIN FIVE (5) BUSINESS DAYS OF THE POSTED GRADES.
- Final exams will not be reviewed in any form and students will not be allowed to submit an Answer Rationale Form.

Accommodations for Students with Disabilities:

- Students that have a documented reason for testing accommodations must notify the Dean/Academic Director whenever the documentation becomes available. Documentation must be submitted each semester.
- The Academic Director will notify the course faculty of the need for testing accommodations.
- After the faculty have been notified, testing accommodations such as additional time for testing or testing in a separate area must be arranged with the course faculty.
- Please refer to pg. 87-88 for further information regarding accommodations for students with disabilities.

Grading: RN-BSN, Associate Degree, Practical Nursing, and Nurse Aide Education Programs

All Test/exams scores and final course grades will be posted to the hundredths:

ABSOLUTELY NO ROUNDING

The grading scale is as follows:

A = 90.00 – 100

B = 80.00 – 89.99

C = 70.00 – 79.99

D = 60.00 – 69.99

F = below 59.99

VIRTUAL TESTING & DELAYED TEST REVIEW PROCTORING GUIDELINES

These guidelines have been created to ensure consistency in the student's virtual testing and delayed test review environment to ensure the Centra College Honor Code is being upheld by the student.

For the virtual test and delayed test review environment, the student will need to open the test on their iPad while the Microsoft Teams video is running on a second device, such as a phone or laptop, to allow the assigned faculty member to proctor the virtual testing environment.

Environment

- Student must provide a 360-degree scan with the Microsoft Teams video of their environment for the assigned faculty member prior to the start of the test or delayed test review and at the completion of the test or delayed test review.
- Students cannot be in the same immediate location as a fellow student when during a test or delayed test review.
- While testing on the iPad, the student must set up the identified second device to allow the instructor to visualize the student's workspace, which includes their iPad, scratch paper, and the student's face and hands.
- While completing the delayed test review on the iPad, the student must set up the identified second device to allow instructor to visualize the student's workspace, which includes their iPad and the student's face and hands.
- To fully proctor the virtual testing environment, the student's second device must not be on mute. The student must ensure that the volume of their virtual testing environment is minimal to decrease distractions.
- Students may utilize sound blocking foam/rubber ear plugs or cotton balls. Headphones and ear buds are prohibited.
- Student, iPad, and scratch paper must stay within the view of the instructor.
- Student must ensure iPad and identified second device is fully charged prior to testing.
- Technical Difficulties including iPad and/or phone issues will be handled at the discretion of the faculty member.

Scratch Paper

- Student can only utilize one piece of scratch paper for testing.
- Student must show both sides of the scratch paper to instructor during the environmental scan.
- Student cannot write questions and/or answers on the scratch paper.
- Student must show scratch paper to instructor immediately after submitting test on ExamSoft.

- The scratch paper can be saved and utilized for remediation, if needed.
- Upon instructor discretion, scratch paper may be asked to be shredded for instructor to see.

ADN MEDICATION DOSAGE CALCULATION COMPETENCY TESTING POLICY

Policy Statement:

To show evidence that Centra College ADN students are progressing in their ability to perform medication dosage calculations a series of dosage calculation tests will be administered to the students. The dosage calculation test will be administered in one course each semester. Also, each unit test administered during the semester will include 5 fill in the blank dosage calculation questions. Dosage calculation questions may be included on the cumulative final exam.

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:

ADN
N-150
N-180
N-240
N-260

9. Faculty will provide a thorough review of dosage calculation rules as per Morris 7th ed. Calculate with Confidence (the “Rules”). Examples of the rules are outlined below:

a. rounding rules

o < 1mL round to hundredth (Ch. 3)

o > 1 mL round to tenth (Ch. 3)

o 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 the weight and the final answer to the nearest tenth. (pg 668-74)

g. questions NOT to be included BMI or Intake and Output Calculations. The Tests will contain the calculation only (no scenario).

10. The following dosage calculation directions will be provided with each question:

a. Directions: Calculate the following dosage. Round mL answers to the nearest tenth or hundredth according to rounding rules.

b. Weight Based Directions. Calculate the following dosage. Round the weight and the final answer to the nearest tenth or hundredth according to rounding rules.

c. IV Pump Directions: Calculate the dosages as indicated. The pump delivers in tenths of a milliliter. Or Round pump rate to the nearest whole number.

d. IV Drip Directions: Calculate the dosages as indicated. Round drip rate to the nearest whole number.

PN MEDICATION DOSAGE CALCULATION COMPETENCY TESTING POLICY

Policy Statement:

To show evidence that Centra College PN students are progressing in their ability to perform medication dosage calculations. Each test administered during the semester will include 5 fill in the blank dosage calculation questions. Dosage calculation questions may be included on the cumulative final exam. To ensure students are progressing in their ability to perform medication dosage calculation, each semester will administer a Dosage Calculation Test that will include the dosage calculation taught that semester. The test will be 20 fill in the blank questions that will account for 5% of the overall course grade.

1. Each test in the courses listed below will include 5 fill in the blank questions specific to dosage calculation content taught in course:

- First Semester
- NUR-116: Basic Conversions and Dosage Calculations
- Second Semester
- NUR-125: IV Pump, IV Drip, and IV Reconstitution Calculations
- NUR-126: Pediatric Calculations
- Third Semester
- NUR-136: Cumulative Dosage Calculations

2. To ensure students are progressing in their ability to perform medication dosage calculations, each semester will administer a Dosage Calculation Test that will include the dosage calculation taught that semester.

- Test will be 20 question fill in the blank

- Test will be 5% of overall grade

3. In third semester, NUR-136 will administer a Dosage Calculation Test that will include cumulative dosage calculations from previous semesters.

- Test will be 20 question fill in the blank
- Test will be 5% of overall grade

4. Faculty will provide a thorough review of dosage calculation rules as per Morris 7th ed. Calculate with Confidence (the “Rules”). Examples of the rules are outlined below:

a. rounding rules

o < 1mL round to hundredth (Ch. 3)

o > 1 mL round to tenth (Ch. 3)

o 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 the weight and the final answer to the nearest tenth. (pg 668-74)

g. questions NOT to be included BMI or Intake and Output Calculations. The Tests will contain the calculation only (no scenario).

5. The following dosage calculation directions will be provided with each question:

a. Directions: Calculate the following dosage. Round mL answers to the nearest tenth or hundredth according to rounding rules.

b. Weight Based Directions. Calculate the following dosage. Round the weight and the final answer to the nearest tenth or hundredth according to rounding rules.

c. IV Pump Directions: Calculate the dosages as indicated. The pump delivers in tenths of a milliliter. Or Round pump rate to the nearest whole number.

d. IV Drip Directions: Calculate the dosages as indicated. Round drip rate to the nearest whole number.