

HLSC – 112 – Basic Medical Terminology

2 CREDITS

SYLLABUS

CATALOG DESCRIPTION

This course presents a basic overview of the language of medicine, focusing on prefixes, suffixes, word roots and their combining forms. This course includes word construction, spelling, usage, comprehension and pronunciation. Students are provided with basic information regarding anatomy, and diagnostic, medical, and surgical procedures. Open to all SJC students. This Medical Terminology course does not meet the academic requirement for selective programs requiring HTP 110.

Prerequisites: None

Semester Offered: Fall and spring

Common Student Learning Outcomes

Upon successful completion of San Juan College programs and degrees, the student will demonstrate competency in...

BROAD AND SPECIALIZED LEARNING

Students will actively and independently acquire, apply, and adapt skills and knowledge with an awareness of global contexts.

CRITICAL THINKING

Students will think analytically and creatively to explore ideas, make connections, draw conclusions and solve problems.

CULTURAL AND CIVIC ENGAGEMENT

Students will act purposefully, reflectively, and ethically in diverse and complex environments.

EFFECTIVE COMMUNICATION

Students will exchange ideas and information with clarity in multiple contexts.

INFORMATION LITERACY

Students will be able to recognize when information is needed and have the ability to locate, evaluate, and use it effectively.

INTEGRATING TECHNOLOGIES

Students will demonstrate fluency in the application and use of technologies in multiple contexts.

Student work from this class may be randomly selected and used anonymously for assessment of course, program, and/or institutional learning outcomes. For more information, please refer to the Dean of the appropriate School.

Course Learning Outcomes

Upon successful completion of the course, the student will be able to...

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1. Understand and demonstrate word construction from the use of prefixes, suffixes, word roots and their combining forms in relations to the language of medicine.
2. Demonstrate proper spelling, usage, comprehension and pronunciation in the usage of medical terminology, and how it relates to the health care delivery system.
3. Demonstrate basic information regarding anatomy and physiology of the human body.
4. Demonstrate a basic understanding of diagnostic, medical, and surgical procedures used in the health care system.

Required Text

Leonard, P. (2014). Quick & Easy Medical Terminology, 7th ed. Elsevier: St. Louis, MO. ISBN: 978-1-4557-4070-3.

Attendance

Attendance is vital for the student to obtain all needed information and to be successful in this class. Attendance/participation is 5% of your overall grade. It is the responsibility of the student to notify the instructor regarding class/lab absence prior to the scheduled date.

In the event of an absence, the student must communicate with the instructor before the class time. More than two absences and/or more than three tardy/late arrivals will result in counseling with the instructor. The grade for attendance will be determined by the instructor taking into consideration the reason for the absences and/or tardies.

This course is the foundation for future employment. Announcements are usually delivered during the first 5 minutes of class and should not be missed. Homework assignments cannot be turned in more than 5 minutes late without a late pass resulting in ½ points.

Academic Honesty

All students should read and become familiar with San Juan College policy on “Academic Honesty”. This may be viewed on the San Juan College home page.

Academic Work

Assignment	Entries	Points Each	Total Points Possible
Attendance/Participation	30	5	150
Homework	15	10	150
Poster	1	100	100
Flash Cards	1	100	100
Powerpoint-Jeopardy	2	100	200
Chart Review	2	100	200
Final Project	1	100	100
			1000

CANVAS (Computer Program)

CANVAS is a tool that will be used during the course of the semester. Basic computer skills, i.e. ability to access San Juan College home page and use of CANVAS, are highly recommended. Technical support for accessing and utilizing the tool is available on campus through tutorials, the Help Desk (566-3266) is another tool.

Assignments

Students are to be prepared for class by having all materials read before each lecture, this will be directly reflected in the student’s participation in discussion during class. Homework assignments are due at the beginning of the lab following

the lecture and according to the class calendar.

Class Calendar

DATE	MATERIAL TO BE COVERED
Jan. 16, 2017	Welcome, Syllabus, Class Calendar, Introductions
Jan. 18, 2017	Body Systems, Body Planes, HW: Poster Assign 101
Jan. 23, 2017	Word Origins, Word Roots, Prefixes, Suffixes HW: Begin making flash cards
Jan. 25, 2017	Combining Forms, making words
Jan. 30, 2017	Poster Due , Jeannie to cover class
Feb. 1, 2017	NO Class meeting-Work on flashcards
Feb. 6, 2017	Types of Doctors
Feb. 8, 2017	Procedural Terms
Feb. 13, 2017	Musculoskeletal Terms
Feb. 15, 2017	Flash Cards Due , Musculoskeletal terms cont.
Feb. 20, 2017	Presidents Day NO Class
Feb. 22, 2017	Circulatory System Terms
Feb. 27, 2017	Circulatory Terms
Mar. 1, 2017	Respiratory System Terms
Mar. 6, 2017	Respiratory Terms
Mar. 8, 2017	Digestive System Terms
Mar. 13, 2017	Digestive Terms
Mar. 15, 2017	Jeopardy Game Due – Play Game
Mar. 20, 2017	Spring Break NO Class
Mar. 22, 2017	Spring Break NO Class
Mar 27, 2017	Urinary System Terms
Mar 29, 2017	Special Senses
Apr. 3, 2017	Integumentary System Terms
Apr. 5, 2017	Reproductive System
Apr. 10, 2017	Reproductive Terms
Apr. 12, 2017	Endocrine System
Apr. 17, 2017	Endocrine Terms
Apr. 19, 2017	Nervous System
Apr 24, 2017	Nervous Terms
Apr 26, 2017	Paper Due
May 1, 2017	Abbreviations
May 3, 2017	Medical Writing
May 8, 2017	Final Project Due

Course Grading

A	=	90 – 100%
B	=	80 – 89%
C	=	70 – 79%
D	=	65 – 69%

E = Below 65%

Disability Statement

Students with disabilities: If you require special assistance or have learning needs, students are encouraged to speak with the instructor at the beginning of the semester so arrangements can be made to accommodate individual needs. It is the responsibility of the student to communicate with appropriate campus counselors any special or learning needs.

Accommodation statement: Students who need accommodations (i.e. note taker, interpreter, special seating, etc.) need to provide accommodation notices to the instructor at the beginning of the semester. Students can contact the Student with Disabilities on Campus (SDOC) Coordinator in the Counseling Center, located in the Clock Tower building, to make arrangements and provide documentation in accordance with the Americans with Disabilities Act of 1990.