

Medical Terminology



Course Syllabus 2015-2016

Course Number: HITT 1305 – Lecture (3)

Course Description:

Study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties and diagnostic procedures.

Instructor:	Dr. Zacher
Office:	Room 312
Office Hours:	7 – 8am
Contact Information:	mzacher@pi-isd.net

Learning Outcomes:

1. Identify the etymology of medical terminology.
2. Divide medical words into their component parts and define.
3. Relate the words to the structure and function of the human body
4. Recognize spelling and pronunciation errors.
5. Define suffixes used in medical language.
6. Use suffixes with combining forms to define medical terms.
7. Define basic prefixes used in medical language.
8. Use medical terms that combine prefixes and other word elements.
9. Pronounce, spell and define medical terms for each body system covered and relate them to the structure and function of the human body.
10. Define selected abbreviations for each body system covered.
11. Identify the surgical procedures, medical specialties and diagnostic procedures for each body system covered.

Core Objectives:

1. Critical Thinking – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills – to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. Empirical and Quantitative Skills – to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Teamwork – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

Course Lecture Topics

Unit	Topic/Lecture/Event	Resources to View & Measurable Activities
1	Basic Word Structure, Suffixes and Prefixes	Exams 1, 2, 3 and 4
2	Digestive System, Urinary and Reproductive Systems	Exams 5, 6, 7, and 8
3	Nervous, Cardiovascular, Respiratory and Musculoskeletal Systems	Exams 9, 10, 11 and 12
4	Integument, Blood, Sense and Endocrine Systems	Exams 13, 14, 15 and 16
5	Lymphatic and Immune System, Oncology, Radiology, Pharmacology and Psychiatry	Exams 17, 18, 19, 20 and 21
	Final Exam	Final Exam

Activities: Laboratory and other kinesthetic activities will be completed with every unit. More activities will be implemented as time allows.

*** caveat: time line may change dependent on class progress***

Required Text and Materials:

Chabner, Davi-Ellen, 2014. The Language of Medicine. 10th ed. Elsevier Saunders, 3251 Riverport Lane, St. Louis MO, 63043.
ISBN: 978-1-4557-2846-6

Course Expectations:

1. You will be tested approximately every two weeks.
2. You will be quizzed at least twice a week.
3. You will be expected to have ALL work complete and done on time unless approved by me.
4. Plagiarism, or passing someone else's work off as your own, will not be tolerated in any manner. When in doubt, document!!!

Class Expectations:

1. Be in class, ON TIME, everyday. (Tardies are not tolerated)
2. Be PREPARED everyday. (Book, pen or pencil, and brain engaged)
3. Be RESPECTFUL everyday. This includes being respectful to yourselves, your classmates, and to me.
4. Be SILENT when I am addressing the class.
5. Be SILENT when your classmates are addressing the class.
6. Be RESPONSIBLE for yourselves and pick up your own trash.
7. Disruptive and/or immature behavior will NOT be tolerated.
8. **Cell phone usage will not be permitted!!!** If you have a cell phone in this classroom, it needs to be on silent mode and kept inside your backpack or bag. Cell phones will not be turned off and left on your person, in your pocket, hoodie, or on your desk. If you do not have somewhere to keep your phone during the class period, it can be put in/on my desk and you can pick it up at the end of class.

Assessment Procedures:

All students must be present during their class period in order to take any assessment for a major grade. If a student is not present during their class period and no prior arrangement has been made, the student will receive a 0 for that major grade. If an emergency presents itself, the instructor has total discretion to determine if the student will be allowed to take the assessment given for a major grade. If approved by instructor, any test taken prior to or after the actual assessment date (period) will be formatted at the instructor's discretion. It will not be the same assessment but will assess the same objectives.

Grading Procedures:

1. All homework and class work will be graded promptly and given a grade.
2. Quizzes will be given announced or unannounced. BE PREPARED!!
3. Quizzes, Tests, Projects, and Presentations will count for 60% of the *nine weeks* high school grade. They will count for 60% of your TSTC *semester* grade.
4. Daily work, homework, and participation will count for 40% of the *nine weeks* grade. They will count for 40% of your TSTC *semester* grade.
5. Midterm and Final exams will be 15% of your *semester* grade.

Grading Scale:

90-100.....A
80-89.....B
70-79.....C
60-69.....D **not applicable for high school grade
0-59.....F

Academic Integrity:

All work should reflect the understanding and effort of each individual student. This honesty and responsibility in scholarship, academic integrity, is the fundamental principle of every academic institution. In order to maintain academic integrity each student will be asked to write and sign the following statement on all major assessments.

"I have not given, received, or used any unauthorized assistance."

Electronic Usage

The use of electronics will not be permitted during class time unless pertinent to activity and approved by the instructor.

Accommodation Statement:

If you have a documented disability which will make it difficult for you to carry out class work as outlined and/or if you need special accommodations due to a disability, please contact (956) 364-4520 or visit the Support Services Office in the Auxiliary Services Building as soon as possible to make appropriate arrangements.

Copyright Statement:

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course, which includes but are not limited to syllabi, quizzes, exams, lab problems, in-class materials, review sheets, etc. may not be retained in another medium or disseminated further. They are provided in compliance with the provisions of the Teach Act. These materials may not be reproduced, displayed, modified or distributed without the express prior written permission of the copyright holder, TSTC or Dr. Zacher. If you need further information or explanation contact your instructor.

**This syllabus is a culmination of my work and information from the following websites:

- biology.colostate.edu
- Integrity.ou.edu/students_guide.html
- www.livingston.k12.mt.us
- deanofstudents.utexas.edu
- tstc.biology.com
- academicintegrity.rutgers.edu
- <https://howdy.tamu.edu/biology>

I have received a copy of the syllabus and understand the conditions of the course. I understand my behavior or lack of progress in this course may cause the instructor to withdraw me at any time.

Student's Signature

e-mail

Date