#### HLC 60 Course Outline as of Fall 1997

# **CATALOG INFORMATION**

Dept and Nbr: HLC 60 Title: MEDICAL TERMINOLOGY Full Title: Medical Terminology Last Reviewed: 12/12/2023

Units		<b>Course Hours per Week</b>		Nbr of Weeks	<b>Course Hours Total</b>	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	1	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00

Total Student Learning Hours: 157.50

Title 5 Category:	AA Degree Applicable
Grading:	Grade or P/NP
Repeatability:	00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:	
Formerly:	

#### **Catalog Description:**

Acquisition of basic medical terminology relevant to anatomy, pathology, diagnostic procedures, treatments, drug classifications, & abbreviations. Focus is on basic structure of medical terms & the ability to analyze & synthesize parts of words. Ability to utilize principles of medical word building is emphasized.

**Prerequisites/Corequisites:** 

#### **Recommended Preparation:**

Health Sciences major; eligibility for ENGL 100A or ENGL 100.

#### **Limits on Enrollment:**

#### **Schedule of Classes Information:**

Description: Basic medical terminology relevant to anatomy, diseases, diagnostic procedures, treatments, drug classifications & abbreviations. Basic structure of medical terms & principles of medical word building. (Grade or P/NP) Prerequisites/Corequisites: Recommended: Health Sciences major; eligibility for ENGL 100A or ENGL 100.

# **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

AS Degree: CSU GE:	Area Transfer Area Transfer Area			Effective: Effective:	Inactive: Inactive:
<b>IGETC:</b>				Effective:	Inactive:
CSU Transfer	:Transferable	Effective:	Fall 1981	Inactive:	Fall 2005
UC Transfer:		Effective:		Inactive:	

## CID:

## **Certificate/Major Applicable:**

Certificate Applicable Course

# **COURSE CONTENT**

#### **Outcomes and Objectives:**

The students will:

- 1. List the primary functions of each of the body systems.
- 2. Name and describe the major anatomical components of each body system.
- 3. Identify word roots and combining forms pertaining to each of the body systems.
- 4. List basic medical prefixes and suffixes and their meanings.
- 5. Identify suffix endings, i.e., adjective, noun, singular and plural forms, and demonstrate accurate usage in sentence formation.
- 6. Build medical words adding diagnostic, surgical, and symptomatic prefixes and suffixes to anatomical word roots.
- 7. Examine the medical record, and its various reports, abbreviations, and symbols.
- 8. Identify body planes and cavities, directional and positional terms.
- 9. Identify common disorders and associated symptoms for each body system.
- 10. Identify common diagnostic procedures, laboratory tests, abbreviations and drug classifications associated with each body system.
- 11. Correlate medical word parts with usage in anatomy, pathology, symptomatology, procedures, treatments, and medical specialties.
- 12. Analyze medical reports.
- 13. Pronounce and spell medical terms correctly in oral and written exercises.
- 14. Write a medical research paper, synthesizing medical language and information accurately.

# **Topics and Scope:**

- 1. Introduction to Medical Terminology. A. Word roots, combining forms.
  - B. Spelling, pronunciation.
  - C. Prefixes.
  - D. Suffixes.
- 2. Organization of the BodyA. Structure: cell, tissue, organs, & systemsB. Medical Specialties
- 3. The Medical Record
  - A. Medical Reports
  - B. Abbreviations
  - C. Symbols
- 4. Integumentary, Gastrointestinal, Respiratory, Cardiovascular, Hematic, Lymphatic, Skeletal, Muscular, Urinary, Male Reproductive, Female Reproductive, Endocrine, Occular, Auditory, and Nerve Systems.
  - A. Structure and function.
  - B. Medical terminology.
  - C. Pathology, conditions, symptoms.
  - D. Diagnostic, radiographic, clinical, and surgical procedures.
  - E. Pharmacology and treatment.
  - F. Abbreviations.
  - G. Medical record analyses.

# Assignment:

- 1. Complete workbook and handout assignments for each body system.
- 2. Make flash cards, vocabulary lists, and/or cassette tapes of medical terms.
- 3. Analyze 2-10 operative reports, case studies, and/or medical reports, defining medical terms, summarizing data, and/or simplifying medical language.
- 4. Write a 5-12 page medical research paper, accurately using medical information and terminology.
- 5. 4-10 miscellaneous worksheets and assignments related to anatomy, medical terminology, and spelling.
- 6. Preparation for oral pronunciation and syllabication, utilizing tapes when appropriate.

# Methods of Evaluation/Basis of Grade:

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework, Term papers

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Writing 30 - 35%

Homework problems, Quizzes, Exams		
<b>Skill Demonstrations:</b> All skill-based and physical demonstrations used for assessment purposes including skill performance exams.	_	
None		
<b>Exams:</b> All forms of formal testing, other than skill performance exams.		

Multiple choice, Matching items, MEDICAL WORD BUILDING

**Other:** Includes any assessment tools that do not logically fit into the above categories.

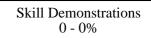
None

## **Representative Textbooks and Materials:**

Willis, Marjorie. MEDICAL TERMINOLOGY, THE LANGUAGE OF HEALTH CARE. Williams & Wilkins. 1st Ed., 1996.

Taber's, Stedman's, or Dorlan's MEDICAL DICTIONARY.

Problem solving
35 - 45%



Exams	
35 - 40%	

