

Essentials of Medical Terminology

Class

HPRS 1206

A study of medical terminology, word origin, structure, and application.

Course Learning Objectives

Define, pronounce, and spell medical terms with the use of medical references as resource tools; utilize terms in context; analyze medical terms; examine word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols.

Required Textbooks

Building a Medical Vocabulary with Spanish Translations, 10th edition, Peggy C. Leonard, Elsevier with access code

Evaluation Standards

14 Major Exams	50%
5 Discussion Forum Posts	20%
Comprehensive Final Exam	30%

Two exams per student are allowed to be made up if missed, providing that the student contacts the instructor within 48 hours after the original deadline. The instructor will reset the exam and establish a new deadline (24 hours) to which the student must adhere. Any exam will be reset one time only. The highest grade on a makeup will be a 90%.

Discussion forum postings cannot be made up.

Grading Standards:

- A 90-100%
- B 80-89%
- C 75-79%
- F <75%

All students must achieve a minimum of 75% or higher to pass this course

Course Progression

1. Manage time and complete self-paced assignment with minimal on-going assistance (F7, F8, F9, F10, F11, F13, F16)
2. Identify anatomy and physiology, diagnostic tests and procedures, pathologies, surgical and therapeutic interventions associated with the following: (F1, F5, F9, F10, F11, F12)
 1. Circulatory System
 2. Respiratory System
 3. Digestive System
 4. Urinary System
 5. Reproductive System
 6. Musculoskeletal System
 7. Nervous System
 8. Peripheral Nervous System
 9. Endocrine System

10. Integumentary System
 11. Oncology
3. Discuss proper use of medical terms in context
 4. Analyze, build and examine word origin and structure through the use of root words, suffixes, prefixes, combining forms, plural, abbreviations and symbols (F1, F10, F12)

Absences

This is an online classroom environment; however students must complete assignments by deadline as stated on the calendar located within the online course and on the course outline

Instructional Methods

This course utilizes a learner self-paced, self-directed program. Learners progress through the course by utilization of a textbook and online resources that employs a body systems approach to medical terminology. An instructor/facilitator is available to assist learners as necessary. Students are expected to complete each section of specific chapters PRIOR to taking the module examination. There are no traditional classroom lectures in this course.

Disabilities

ADA Statement:

Any student with a documented disability (e.g. learning, psychiatric, vision, hearing, etc.) may contact the Office on the Weatherford College Weatherford Campus to request reasonable accommodations. *Phone:* 817-598-6350
Office Location: Office Number 118 in the Student Services Building, upper floor. *Physical Address:* Weatherford College 225 College Park Drive Weatherford, TX.

Academic Integrity

Academic Integrity is fundamental to the educational mission of Weatherford College, and the College expects its students to maintain high standards of personal and scholarly conduct. Academic dishonesty of any kind will not be tolerated. Academic dishonesty includes, but is not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials including unauthorized use of Generative AI. Departments may adopt discipline specific guidelines on Generative AI usage approved by the instructional dean. Any student who is demonstrated to have engaged in any of these activities will be subject to immediate disciplinary action in accordance with institutional procedures.

SCANS

The Secretary's Commission on Achieving Necessary Skills (SCANS) identified Competencies in the area of Resources, Interpersonal, Information, Systems, and Technology; and foundation skills in the areas of Basic Skills, Thinking Skills, and Personal Qualities. This course is part of a program in which each of these Competencies and skills are integrated. The specific SCANS Competencies that are recognized throughout this course are noted at the end of the appropriate competencies or task listed.