

Medical Terminology (HITT 1305)



Credit: 3 semester credit hours (2 hours lecture, 2 hours lab)

Prerequisite/Co-requisite: none

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.

Required Textbook and Materials

1. Gyllys, Barbara A. & Masters, Regina M., (2005). Medical Terminology Simplified: A Programmed Learning Approach by Body Systems Third Edition. F.A. Davis, ISBN – 13: 978-0-8036-1340-9
2. Computer with internet access
3. Blackboard access code

Course Objectives

Upon completion of the course, the student should be able to:

1. Identify, pronounce, and spell medical terms. (SCANS: F1, F2, F5, F6, C5, C7)
2. Use medical terms in context. (SCANS: F1, F2, F5, F6, C5, C7)
3. Build and analyze medical terms. (SCANS: F1, F2, F5, F6, C5, C7)
4. Use medical references as resource tools. (SCANS: F1, F2, F5, F6, C5, C7)

SCANS Skills and Competencies

Beginning in the late 1980's, the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS) conducted extensive research and interviews with business owners, union leaders, supervisors, and laborers in a wide variety of work settings to determine what knowledge workers needed in order to perform well on a job. In 1991 the Commission announced its findings in *What Work Requires in Schools*. In its research, the Commission determined that "workplace know-how" consists of two elements: foundation skills and workplace competencies.

Course Outline

- | | |
|--|---|
| <p>A. Introduction to Medical Terminology:</p> <ol style="list-style-type: none">1. Medical Terminology at a Glance2. Building Medical Terms from Word Parts3. Singular and Plural Endings4. Abbreviations5. The Medical Record6. Health Care Settings7. Confidentiality | <p>B. Body Organization</p> <ol style="list-style-type: none">1. Body Organization at a Glance2. Body Organization Illustrated3. Levels of Body Organization4. Body5. Word Building6. Abbreviations <p>C. Integumentary System</p> <ol style="list-style-type: none">1. Integumentary System at a Glance |
|--|---|

HITT 1305
Course Syllabus
Spring 2010

2. Integumentary System Illustrated
 3. Anatomy and Physiology of the Integumentary System
 4. Word Building
 5. Vocabulary
 6. Pathology
 7. Diagnostic Procedures
 8. Therapeutic Procedures
 9. Pharmacology
 10. Abbreviations
- D. Skeletal System
1. Skeletal System at a Glance
 2. Skeletal System Illustrated
 3. Anatomy and Physiology of the Skeletal System
 4. Word Building
 5. Building Adjective Forms of Bone Names
 6. Vocabulary
 7. Pathology
 8. Diagnostic Procedures
 9. Therapeutic Procedures
 10. Pharmacology
 11. Abbreviations
- E. Muscular Systems
1. Muscular System at a Glance
 2. Muscular System Illustrated
 3. Anatomy and Physiology of the Muscular System
 4. Word Building
 5. Vocabulary
 6. Pathology
 7. Diagnostic Procedures
 8. Treatment Procedures
 9. Pharmacology
 10. Abbreviations
- F. Cardiovascular System
1. Cardiovascular System at a Glance
 2. Cardiovascular System Illustrated
 3. Anatomy and Physiology of the Cardiovascular System
 4. Word Building
 5. Vocabulary
 6. Pathology
 7. Diagnostic Procedures
 8. Therapeutic Procedures
 9. Pharmacology
 10. Abbreviations
- G. Blood and the Lymphatic and Immune Systems
1. Blood at a Glance
 2. Blood Illustrated
 3. Anatomy and Physiology of Blood
 4. Word Building
 5. Vocabulary
 6. Pathology
 7. Diagnostic Procedures
 8. Therapeutic Procedures
 9. Pharmacology
 10. Abbreviations
 11. The Lymphatic and Immune Systems at a Glance
 12. The Lymphatic and Immune Systems Illustrated
 13. Anatomy and Physiology of the Lymphatic and Immune Systems
 14. Word Building
 15. Vocabulary
 16. Pathology
 17. Diagnostic Procedures
 18. Therapeutic Procedures
 19. Pharmacology
 20. Abbreviations
- H. Respiratory System
1. Respiratory System at a Glance
 2. Respiratory System Illustrated
 3. Anatomy and Physiology of the Respiratory System
 4. Word Building
 5. Vocabulary
 6. Pathology
 7. Diagnostic Procedures
 8. Therapeutic Procedures
 9. Pharmacology
 10. Abbreviations
- I. Digestive System
1. Digestive System at a Glance
 2. Digestive System Illustrated
 3. Anatomy and Physiology of the Digestive System
 4. Word Building
 5. Vocabulary
 6. Pathology
 7. Diagnostic Procedures
 8. Therapeutic Procedures
 9. Pharmacology

HITT 1305
Course Syllabus
Spring 2010

- 10. Abbreviations
- J. Urinary System
 - 1. Urinary System at a Glance
 - 2. Urinary System Illustrated
 - 3. Anatomy and Physiology of the Urinary System
 - 4. Word Building
 - 5. Vocabulary
 - 6. Pathology
 - 7. Diagnostic Procedures
 - 8. Therapeutic Procedures
 - 9. Pharmacology
 - 10. Abbreviations
- K. Reproductive System
 - 1. Female Reproductive System at a Glance
 - 2. Female Reproductive Illustrated
 - 3. Anatomy and Physiology of the Female Reproductive System
 - 4. Word Building
 - 5. Vocabulary
 - 6. Pathology
 - 7. Diagnostic Procedures
 - 8. Therapeutic Procedures
 - 9. Pharmacology
 - 10. Abbreviations
 - 11. Male Reproductive System at a Glance
 - 12. Male Reproductive System Illustrated
 - 13. Anatomy and Physiology of the Male Reproductive System
 - 14. Word Building
 - 15. Vocabulary
 - 16. Pathology
 - 17. Diagnostic Procedures
 - 18. Therapeutic Procedures
 - 19. Pharmacology
 - 20. Abbreviations
- L. Endocrine System
 - 1. Endocrine System at a Glance
 - 2. Endocrine System Illustrated
 - 3. Anatomy and Physiology of the Endocrine System
 - 4. Word Building
 - 5. Vocabulary
 - 6. Pathology
 - 7. Diagnostic Procedures
- 8. Therapeutic Procedures
- 9. Pharmacology
- 10. Abbreviations
- M. Nervous System
 - 1. Nervous System at a Glance
 - 2. Nervous System Illustrated
 - 3. Anatomy and Physiology of the Nervous System
 - 4. Word Building
 - 5. Vocabulary
 - 6. Pathology
 - 7. Diagnostic Procedures
 - 8. Therapeutic Procedures
 - 9. Pharmacology
 - 10. Abbreviations
- N. Special Senses: The Eye and Ear
 - 1. The Eye at a Glance
 - 2. The Eye Illustrated
 - 3. Anatomy and Physiology of the Eye
 - 4. Word Building
 - 5. Vocabulary
 - 6. Pathology
 - 7. Diagnostic Procedures
 - 8. Therapeutic Procedures
 - 9. Pharmacology
 - 10. Abbreviations
 - 11. The Ear at a Glance
 - 12. The Ear Illustrated
 - 13. Anatomy and Physiology of the Ear
 - 14. Word Building
 - 15. Vocabulary
 - 16. Pathology
 - 17. Diagnostic Procedures
 - 18. Therapeutic Procedures
 - 19. Pharmacology
 - 20. Abbreviations
- O. Special Topics
 - 1. Pharmacology at a Glance
 - 2. Pharmacology
 - 3. Vocabulary
 - 4. Abbreviations
 - 5. Mental Health at a Glance
 - 6. Mental Health Disciplines
 - 7. Pathology
 - 8. Therapeutic Procedures
 - 9. Diagnostic Imaging at a Glance

HITT 1305
Course Syllabus
Spring 2010

- | | |
|---|----------------------------|
| 10. Diagnostic Imaging | 19. Surgery |
| 11. Vocabulary | 20. Vocabulary |
| 12. Diagnostic Imaging Procedures | 21. Abbreviations |
| 13. Abbreviations | 22. Oncology at a Glance |
| 14. Rehabilitation Services at a Glance | 23. Oncology |
| 15. Rehabilitation Services | 24. Vocabulary |
| 16. Vocabulary | 25. Diagnostic Procedures |
| 17. Therapeutic Procedures | 26. Therapeutic Procedures |
| 18. Surgery at a Glance | 27. Abbreviations |

Grade Scale

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

Course Evaluation

Final grades will be calculated according to the following criteria:

Lab Grades	20%
Quizzes	20%
Unit Exams	45%
Final Exam	15%

Course Requirements

1. Utilize a medical dictionary
2. Combine elements to create medical terms

Course Policies

1. Students must provide their own textbooks, writing instruments, and other necessary supplies for classes
2. All electronic devices must be turned off. Absolutely no phone calls, text messaging or other telephone communications during class times.
3. Absolutely no food, drinks, or gum.
4. Students must respect one another and all faculty.
5. No children or other family members or friends are allowed to attend class with student.
6. Students are expected to attend class. There are no "excused absences." Daily attendance will be taken.
7. All exams will be taken on the scheduled dates. There will be **NO MAKE UP EXAMS.**
8. All assignments are due when stated at the beginning of class including Blackboard assignments. Late assignments are not accepted.
9. Additional course policies are outlined in "Classroom Policies" provided at the beginning of the semester.

HITT 1305
 Course Syllabus
 Spring 2010

10. Students are expected to following the Lamar Institute of Technology Code of Conduct and Disciplinary Policy
11. Any violation of classroom policies may result in student being asked to leave class and result in an absence.

Disabilities Statement

The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 880-1737 or visit the office in Student Services, Cecil Beeson Building

Course Schedule

Week of Semester	Topic	Textbook Reference
Week 1	Welcome; Chapter 1: Introduction to Medical Terminology	pp 1 - 18
Week 2	Chapter 1 continued and Chapter 2: Body Organization	pp 19 – 46
Week 3	Chapter 2: Body Organization continued	pp 19 – 46
Week 4	Chapter 3: Integumentary System	pp 47 – 78
Week 5	Chapter 4: Musculoskeletal System	Pp 79 - 128
Week 6	Chapter 5: Cardiovascular System	pp 129– 166
Week 7	Chapter 6: Blood and the Lymphatic and Immune Systems	pp 167 – 206
Week 8	Chapter 7: Respiratory System	pp 207 - 240
Week 9	Chapter 8: Digestive System	pp 241 - 278
Week 10	Chapter 9: Urinary System	pp 279 – 310
Week 11	Chapter 10: Reproductive System	pp 311 – 354
Week 12	Chapter 11: Endocrine System	pp 355– 386
Week 13	Chapter 12: Nervous System	pp 387 - 422
Week 14	Chapter 13: Special Senses: The Eye and Ear	pp 423 – 462
Week 15	Chapter 14: Special Topics	pp 463 – 510
Week 16	Final Exam	