

WEST LOS ANGELES COLLEGE  
DEPARTMENT OF ALLIED HEALTH

- I. ALD HTH 033, SECTION 8010: MEDICAL TERMINOLOGY
- II. PREPARED BY: CYNTHIA CHAMBERS, RDHAP, MS
- III. REVISED FOR: SPRING 2014
- IV. PREREQUISITES: NONE
- V. UNITS AND HOURS: 3 UNITS, 16 weeks, ONLINE  
OFFICE HOURS : Tues. 5 – 6 PM

**By Appt.** WLAC, Rm MSA 103

- VI. COURSE INSTRUCTOR: CYNTHIA CHAMBERS, RDHAP, MS  
**Contact:** chambecm@wla.edu

VII. COURSE DESCRIPTION :

This course is designed to provide the basic elements of medical terminologies through word roots, medical abbreviations, and related body systems. Students will develop medical vocabulary applicable to all specialties of medicine and a basic understanding of anatomy and major body systems. The use of medical dictionaries, Internet sites, and other modern technologies will be introduced for support.

VIII. REQUIRED TEXTS:

Cohen, Barbara Janson, Depetris, Ann (2014). Medical Terminology, An Illustrated Guide, 7<sup>th</sup> Edition. Baltimore, MD: Lippincott Williams & Wilkins. ISBN: 978-1-4511-8756-4 (ebook available)

Stedman's (2011). Medical Dictionary For The Health Professions and Nursing. 7<sup>th</sup> ed. Baltimore, MD: Lippincott Williams & Wilkins. ISBN/ ISSN: 978 1 6083 16922

IX. INSTITUTIONAL STUDENT LEARNING OUTCOMES

A. **Critical Thinking:** Analyze problems by utilizing and constructing correct word forms acquired through knowledge of medical terminologies.

**Assessment:** Students will complete five exams and one final exam that tests understanding of learning material. Tests will be evaluated using an online answer key.

**Criterion:** At least 80% of students achieve 80% of the points available on the grading rubric.

B. **Communication:** Effectively communicate thought in a clear, well-organized manner to persuade, inform, and convey ideas in online topic discussions or related material.

**Assessment:** Individual student communication skills with peers and instructor will be evaluated through online classroom discussions and assignments.

**Criterion:** At least 80% of students achieve this course SLO.

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X. COURSE GOAL:

At the completion of the course, the student will have an understanding of, or be able to apply, the following principles and concepts:

1. Define the word roots and combining forms used to describe the organs and structures.
2. Define suffixes and prefixes in medical words.
3. Build and analyze medical words.
4. Understand the meaning of new medical words by defining the elements.
5. Master pronunciation and spelling of medical terms from class lectures, handouts, and assignments.
6. A basic understanding of body systems and terms that describe procedures and diseases.

XI. COURSE OBJECTIVES:

As a result of knowledge and skill gained from the course, the student will have the following skills:

1. Understand medical terms in patient charts or records.
2. Communicate with health care professionals.

XII. SPECIFIC OBJECTIVES:

Through knowledge gained in lectures, videotapes, and reading assignments the student will apply medical vocabulary to:

1. Define concepts of medical terminology with regard to root words, suffixes, and prefixes.
2. Describe the cells, tissues, and organs.
3. Describe the body structure.
4. Describe disease, diagnosis, and treatment including associated drugs.
5. Describe the cardiovascular and lymphatic systems.
6. Describe the blood and immune system.
7. Describe the respiratory system.
8. Describe the digestive system.
9. Describe the urinary system.
10. Describe the male and female reproductive systems.
11. Describe the endocrine system.
12. Describe the nervous system and behavioral disorders.
13. Describe the senses.
14. Describe the skeleton.
15. Describe the muscular system.
16. Describe the skin.

XIII. METHODS OF INSTRUCTION:

Lecture, discussion, and problem solving exercises are used to conduct this course. Student assignments of reading and viewing materials are integral to the instructional process.

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XIV. METHODS OF EVALUATION:

**a. Class Participation (20%)**

- i. Participation in all Online Class Discussions..
- ii. Completion of Assignments to determine what course objectives have been met.

**b. Written Examinations (80%)**

**5 Exams ( 50%), 1 Final Exam (30%)**

The examinations may be a combination of multiple choice, true and false, matching, and short answer. No makeup exams will be given. If an exam is not completed by the due date, the student will receive a failing grade for that exam. Each exam will be limited to questions on the material presented in lectures, CD Roms, and reading assignments of that section. The final exam will include information from all sections.

**c. The course letter grade will be based on the following scale:**

|           |   |
|-----------|---|
| 90 - 100% | A |
| 80 - 89%  | B |
| 70 - 79%  | C |
| 60 - 69%  | D |

XV. COURSE CONTENT OUTLINE

**Lecture Schedule for SPRING 2014 follows on next page.**

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**LECTURE SCHEDULE – SPRING 2014**

| <b>WEEK /<br/>Date<br/>WEEK OF:</b> | <b>Lecture Topic</b>  | <b>Chapter Assignment</b>              |
|-------------------------------------|---|--|
| 1. 2/ 10/ 14                        | Introduction to Course, Basic Elements of Medical Terminology<br>Word Roots, Suffixes, Prefixes<br>Cells, Tissues, Organs | <b>Cohen Part 1:</b><br>Chapters 1 - 4 |
| 2. 2/ 17 / 14                       | Body Structure, Directions<br><b>EXAM 1 Online</b>  | Chapter 5                              |
| 3. 2/ 24/ 14                        | Disease, Treatment, Drugs   | <b>Cohen Part 2:</b><br>Chapters 6 - 8 |
| 4. 3/ 3/ 14                         | Cardiovascular and Lymphatic Systems<br><b>EXAM 2 Online</b>  | <b>Cohen Part 3:</b><br>Chapter 9      |
| 5. 3/ 10/ 14                        | Blood and Immunity  | <b>Cohen Part 3:</b><br>Chapters 10    |
| 6. 3/ 17/ 14                        | Respiratory System  | Chapter 11                             |
| 7. 3/ 24 /14                        | Digestive System<br><b>EXAM 3 Online</b>  | Chapter 12                             |
| 8. 3/ 31/ 14                        | Urinary System  | <b>Cohen Part 3:</b><br>Chapters 13    |
| <b><u>SPRING BREAK</u></b>          |   |  |
| 9. 4/ 14/14                         | Male Reproductive System  | Chapter 14                             |
| 10. 4/ 21/14                        | Female Reproductive System, Pregnancy, Birth  | Chapter 15                             |
| <b>HAPPY EASTER!</b>                |   |  |
| 11. 4/ 28 /14                       | Endocrine System<br><b>EXAM 4 Online</b>  | Chapter 16                             |
| 12. 5/ 5 / 14                       | Nervous System and Behavioral Disorders   | <b>Cohen Part 3:</b><br>Chapters 17    |
| 13. 5/ 12 /14                       | The Senses  | Chapter 18                             |
|                                     | Skeletal System   | Chapters 19 -20                        |
|                                     | Muscular System   |  |
| 14. 5/ 19/14                        | <b>EXAM 5 Online</b>  |  |
| 15. 5/ 26 /14                       | Integumentary System  | <b>Cohen Part 3:</b><br>Chapter 21     |
| 16. 6/ 2/ 14                        | <b>REVIEW/ Online Assignment</b>  |  |
|                                     | <b>FINAL EXAM ONLINE</b>  |  |