

GRAYS HARBOR COLLEGE
SYLLABUS
AHLTH 130 - Medical Terminology
3 CREDITS
2011

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I. COURSE DESCRIPTION:

PREREQUISITES: READ 090 or placement in college level reading.

A self-programmed, module course designed to build a basic knowledge of medical vocabulary. The material presents a logical step-by-step method of learning medical terminology. The student is able to recognize and build thousands of terms after learning the meaning of a few word parts. CD-ROMs enhance learning. 3 lecture hours. Vocational program course. May be used as a general elective in the AA degree.

II. COURSE OBJECTIVES/OUTCOMES: At the conclusion of this course, the student will correctly:

A. Form and analyze medical terms after memorizing word elements. (*disciplinary learning, critical thinking*)

B. Spell medical terms. (*disciplinary learning*)

C. Form singular, plural and adjective forms of medical terms. (*disciplinary learning*)

D. Identify and translate medical abbreviations. (*disciplinary learning, using resources*)

E. Demonstrate the ability to identify, recognize, and understand medical terms when used in a common medical context. (*disciplinary learning, literacy*)

F. Demonstrate the ability to identify, recognize and correctly associate medical terms as they relate to normal anatomy and physiology. (*disciplinary learning*)

G. Take personal responsibility for timely completion of the programmed workbook assignments which are the foundation for the entire course. (*personal and social responsibility, using resources*)

H. Demonstrate comprehension of broad ideas about how the body is structured and how various parts of the body function in health as well as disease. (*disciplinary learning,*)

This course contributes to the Desired Student Abilities of Grays Harbor College as follows:

- Disciplinary learning (4)
- Critical thinking (2)
- Using resources (2)
- Literacy (3)
- Social and personal responsibility (4)

III. TEXTBOOK/MATERIALS:

Medical Terminology Simplified: A Programmed Learning Approach by Body Systems, 4th Ed., 2010, by Gyles and Masters, F.A. Davis.

- IV. COURSE CONTENT AND ORGANIZATION: Students will work sequentially through all the units in the text. An assignment calendar will provide specifics as to the progress of the course and test dates.
- V. METHOD OF INSTRUCTION: Methods of instruction include lectures, videos, anatomical models, diagrams, coloring and labeling, CD-ROM, case studies, and class discussions..

I do not lecture the workbook. It is the student's responsibility to complete the workbook in preparation for weekly testing.

- VI. EVALUATION/ASSESSMENT METHODS: Testing on each unit covers anything from the beginning of one unit to the beginning of the next. Tests include labeling diagrams, spelling and vocabulary recognition.

The course Grade is based on the total points earned from 11 tests, which cover the 11 chapters (units) of the text. There is no comprehensive final.

Test 1 = 40 points. All subsequent tests are worth 50 points each. Total possible points = 540.

The grading scale is as follows:	A (94%-100%),	A- (90%-93%)
B+ (87%-89%),	B (84%-86%),	B- (80%-83%)
C+ (77%-79%),	C (74%-76%),	C- (70%-73%)
D+ (64%-69%),	D (60%-64%)	F (0-59%)

Attendance: It is essential that students attend all classes as scheduled and are prepared to participate in class activities.

Inclement Weather: You must make your own decisions; call me as soon as possible. Also, check my website or phone message for information about class schedules.

Telephones: The disruption of a ringing telephone will not be tolerated. Either turn them off or don't come to class!

Text Messaging: Text messaging diverts student attention from class activities and is distracting to other students. Text messaging is not allowed during class.

Videotaping/Podcasting classes or labs is not permitted. You may use tape recorders or the special pens that record audio while taking notes.

Tardiness: I'd rather have students late than not in class, but be considerate. WE don't want to hear the rustle of polyester coats or the unzipping of backpacks. Enter quietly and prepared, and take a back seat. Do not walk between the rest of the class and me. Similar courtesy is requested if you have to leave early.

Code words: Each student will be assigned a "code word." I will use these codes when posting grades outside my office.

Reviewing Past Tests: You are encouraged to carefully review your test results as soon after the test as I can reasonably make them available to you. Appeals for grade changes should be made within a week of the test. No end-of-quarter grade changes. No points will be given because a student failed to answer a question. Double-checking work is part of quality control. It's the responsibility of the student to do this before submitting the test.

Any individual who has a documented disability, which might interfere with his or her ability to fully participate in class, may be eligible for accommodations. Feel free to contact me after class or contact the Disability Support Service program located in Student Services, Room 119. Any information regarding disability will be kept confidential.