



North Central State College
MASTER SYLLABUS
2019-2020

- A. Academic Division: Health Sciences
- B. Discipline: Science
- C. Course Number and Title: HLTH1150 Medical Terminology
- D. Course Coordinator: Randee Frangella
Assistant Dean: Melinda Roepke, MSN, RN

Instructor Information:

- Name: [Click here to enter text.](#)
- Office Location: [Click here to enter text.](#)
- Office Hours: [Click here to enter text.](#)
- Phone Number: [Click here to enter text.](#)
- E-Mail Address [Click here to enter text.](#)

- E. Credit Hours: 2
- F. Prerequisites: None
- G. Syllabus Effective Date: Fall, 2019
- H. Textbook(s) Title:

Medical Terminology: A Living Language

- Authors: Fremgen & Frucht
- Edition: 7th
- Copyright: 2018
- ISBN: 9780134760612

- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This course will introduce medical terminology including common medical root words, prefixes, suffixes, and combining forms. It will include common medical abbreviations, pronunciation, spelling, and definitions of medical terminology related to the human body systems. Students who are pursuing an allied health or nursing degree or working in health care professions will enhance their knowledge of medical terminology in this course. (TAG# OHL020 and CTAG# CTMT001)
- K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Define medical prefixes, suffixes, combining forms, word roots, and compound words.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
2. Describe how medical terms are constructed using word elements.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
3. Construct medical words by combining forms, prefixes and suffixes.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
4. Apply the rules used to build singular or plural forms of medical terms.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
5. Define a medical term by dividing it into its elements.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
6. Spell terms related to the pathology, diagnostic and treatment procedures, and pharmacology of each body system	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
7. Identify common diagnostic procedures and conditions including laboratory tests and exams.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
8. Identify the body systems in terms of their major structures, functions, and related organs.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
9. Identify the medical specialists who treat disorders of each body system.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
10. Identify body planes, directions, cavities, quadrants and regions.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
11. Define common medical and healthcare abbreviations.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
12. Describe the anatomical structures of the given body systems, common diseases, and medical and surgical procedures.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
13. Interpret various medical reports that use common diagnostic, symptomatic, and procedural terms and standard abbreviations.	Lecture quizzes and lecture midterms throughout the semester. Lecture final exam at end of semester.
14. Pronounce terms related to the pathology, diagnostic and treatment procedures, and pharmacology of each body system.	Weekly classroom activities throughout the semester.

M. Topical Timeline (Subject to Change):

- Unit 1: Word parts and word building rules.
- Unit 2: Special prefixes, colors, bacteria, and medical terms for body openings.
- Unit 3: Numbers, positions, directional terms, medical and health professions, and metric/English conversions.
- Unit 4: Medical abbreviations, diagnostic and laboratory abbreviations.
- Unit 5: Miscellaneous root words and medical terms.
- Unit 6: Body organs and cavities, medical terminology of the integumentary system.
- Unit 7: Medical terminology of the digestive system and respiratory system.
- Unit 8: Medical terminology of the cardiovascular system and nervous system.
- Unit 9: Medical terminology of the genitourinary system and musculoskeletal system.
- Unit 10: Medical terminology of the sense organs and endocrine system.

N. Course Assignments:

1. Lecture quizzes
2. Lecture exams
3. Completed case Studies
4. Assigned homework problems
5. Final exam

O. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93-100	A	4.00	Superior
90-92	A-	3.67	Superior
87-89	B+	3.33	Above Average
83-86	B	3.00	Above Average
80-82	B-	2.67	Above Average
77-79	C+	2.33	Average
73-76	C	2.00	Average
70-72	C-	1.67	Below Average
67-69	D+	1.33	Below Average
63-66	D	1.00	Below Average
60-62	D-	0.67	Poor
00-59	F	0.00	Failure

P. Grading and Testing Guidelines:

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Q. Examination Policy:

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R. Class Attendance and Homework Make-Up Policy:

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S. Classroom Expectations:

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T. College Procedures/Policies:

Important information regarding College Procedures and Policies can be found on the [syllabus supplement](#) located at

<https://sharept.ncstatecollege.edu/committees/1/curriculum/SiteAssets/SitePages/Home/SYLLABUS%20SUPPLEMENT.pdf>

The information can also be found Choose an item.