ALHS 2301

MEDICAL TERMINOLOGY

Syllabus

Spring 2015

Michelle Livingston, MSN, RN

Clinical Instructor

The content of this syllabus is subject to change at the discretion of the faculty according to current learning needs.

[University Policies referenced in Syllabus can be found at: http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf]
Course: ALHS 2301 Medical Terminology

Faculty: Michelle Livingston, MSN, RN

Office: University of Texas at Tyler- Longview University Center Garland Hall 220

Contact Information:

E-mail: mlivingston@uttyler.edu    Phone: 903-663-8220    Fax: 903-663-8221

Office hours: Mondays 8-10am, Thursday 9-10am & by Appointment (online or in office)

Course Description:

It is the purpose of this course to introduce students to the discipline of medical terminology by developing competencies in the basic recognition of word roots, prefixes, suffixes and combining forms commonly used in the language of medicine.

Prerequisites: None.

Required Textbook: LaFleur: Exploring Medical Language, 9th Edition. (This should include an access code to the online study material as well. If not, you will need to purchase that separately.)

Recommended Materials: LaFleur Flash Cards; LaFleur I Terms Audio

Graded Assignments:

• Exams-3 exams and 1 comprehensive final (65%)
• Weekly Quizzes (15%)
• Discussion Board Participation (10%)
• Video Assignment (10%)

Grading Scale:

A= 90-100%
B=80-89%
C= 70-79%
D=60-69%
F=59% and below
Course Competencies

By the end of the course the student will be able to:

1. Describe the origin of medical terms.
2. Define the four word parts and the combining vowel.
3. Build, analyze, and define medical terms using word parts.
4. Describe organizational components of the body, directional terms, anatomic planes, regions, and quadrants.
5. Identify the major body system structures and their related word parts.
6. Identify medical terms related to diseases and disorders.
7. Identify plural endings for medical terms.
8. Identify medical and surgical terms related to each body system.
9. Recognize common abbreviations used in each body system and specialty area.
11. Spell medical terms.

Course communication:

When emailing UT Tyler faculty, you are required to use your patriot email account. In the subject line, please put your course name/number (ALHS 2301). Please allow 24-48 hours for a response Monday through Friday. Thank you.

Computer Requirements: This is an online course. You are required to have access to a computer and the internet. The computer lab on campus is available for your use as a University of Texas at Tyler-Longview student. You can contact the main office to find out more information regarding hours and access 903-663-8100.

ACADEMIC INTEGRITY

1. Students are expected to assume full responsibility for the content and integrity of all academic work submitted as homework and examinations.

2. Students are advised to review the UTT Academic Dishonesty Policy and Academic Integrity Policy in the current College of Nursing Student Handbook and Academic Integrity Policy for
UTT students in the Student Guide. These policies are fully endorsed and enforced by the entire faculty in the College of Nursing.

3. Plagiarism, cheating, and collusion are unacceptable and if found violating any of these standards the student will be disciplined accordingly.

4. The College of Nursing and Health Sciences reserves the right to dismiss students from the program for any infraction of a legal, moral, social, or safety nature, pursuant to the procedures detailed in the Regent’s Rules.

**Students Rights and Responsibilities**
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:
http://www.uttyler.edu/wellness/rightsresponsibilities.php

**Grade Replacement/Forgiveness and Census Date Policies**
Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at http://www.uttyler.edu/registrar. Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar. Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid State-Mandated Course Drop Policy Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date). Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to
the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

**Disability Services**
In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria applies to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903.566.7079. You may also send an email to cstaples@uttyler.edu

**Student Absence due to Religious Observance**
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

**Student Absence for University-Sponsored Events and Activities**
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

**Social Security and FERPA Statement:**
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

**Emergency Exits and Evacuation:**
Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Service.
**Student Learning Outcomes**

**MODULE 1**

Chapter 1
1. Create an account and register on the Evolve website.
2. Describe four origins of medical language.
3. Define two categories of medical terms.
4. Identify and define the four word parts and combining form.
5. Build medical terms for given definitions.

Chapter 2
1. Identify anatomic structures of the human body.
2. Define and spell word parts related to body structure and color and oncology.
3. Define, pronounce, and spell body structure and oncology terms.
4. Identify and use singular and plural endings.
5. Interpret the meaning of abbreviations related to body structure and oncology.

Chapter 3
1. Define and spell word parts related to directional terms.
2. Define, pronounce, and spell terms used to describe the anatomic planes, body positions and directions and abdominopelvic region with respect to the body.
4. Identify and spell the four abdominopelvic quadrants.
5. Interpret the meaning of abbreviations presented in this chapter.

Chapter 4
1. Identify organs and structures of the integumentary system.
2. Define and spell word parts related to the integumentary system.
3. Define, pronounce, and spell disease and disorder terms related to the integumentary
4. Define, pronounce, and spell surgical terms related to the integumentary system.
5. Define, pronounce, and spell complementary terms related to the integumentary system.
6. Interpret the meaning of abbreviations related to the integumentary system.

Chapter 5
1. Identify organs and structures of the respiratory system.
2. Define and spell word parts related to the respiratory system.
3. Define, pronounce, and spell disease and disorder terms related to the respiratory system.
4. Define, pronounce, and spell surgical terms related to the respiratory system.
5. Define, pronounce, and spell complementary terms related to the respiratory system.
6. Interpret the meaning of abbreviations related to the respiratory system.

**MODULE 2**

**Chapter 10**

1. Identify the organs and structures of the cardiovascular and lymphatic systems and blood and the function of the immune system.
2. Define and spell word parts related to the cardiovascular and lymphatic systems and blood.
3. Define, pronounce, and spell disease and disorder terms related to the cardiovascular and lymphatic systems and blood.
4. Define, pronounce, and spell surgical terms related to the cardiovascular and lymphatic systems and blood.
5. Define, pronounce, and spell complementary terms related to the cardiovascular and immune systems and blood.
6. Interpret the meaning of abbreviations presented in this chapter.

**Chapter 11**

1. Identify organs and structures of the digestive system.
2. Define and spell word parts related to the digestive system.
3. Define, pronounce, and spell disease and disorder terms related to the digestive system.
4. Define, pronounce, and spell surgical terms related to the digestive system.
5. Define, pronounce, and spell complementary terms related to the digestive system.
6. Interpret the meaning of abbreviations related to the digestive system.

**Chapter 6**

1. Identify organs and structures of the urinary system.
2. Define and spell word parts related to the urinary system.
3. Define, pronounce, and spell disease and disorder terms related to the urinary system.
4. Define, pronounce, and spell surgical terms related to the urinary system.
5. Define, pronounce, and spell complementary terms related to the urinary system.
6. Interpret the meaning of abbreviations related to the urinary system.
Chapter 7

1. Identify organs and structures of the male reproductive system.
2. Define and spell word parts related to the male reproductive system.
3. Define, pronounce, and spell disease and disorder terms related to the male reproductive system.
4. Define, pronounce, and spell surgical terms related to the male reproductive system.
5. Define, pronounce, and spell complementary terms related to the male reproductive system.
6. Interpret the meaning of abbreviations related to the male reproductive system.

Chapter 8

1. Identify organs and structures of the female reproductive system.
2. Define and spell word parts related to the female reproductive system.
3. Define, pronounce, and spell disease and disorder terms related to the female reproductive system.
4. Define, pronounce, and spell surgical terms related to the female reproductive system.
5. Define, pronounce, and spell complementary terms related to the female reproductive system.
6. Interpret the meaning of abbreviations related to the female reproductive system.

Chapter 9

1. Identify organs and structures relating to pregnancy.
2. Define and spell word parts related to obstetrics and neonatology.
3. Define, pronounce, and spell disease and disorder terms related to obstetrics and neonatology.
4. Define, pronounce, and spell surgical terms related to obstetrics and neonatology.
5. Define, pronounce, and spell complementary terms related to obstetrics and neonatology.
6. Interpret the meaning of abbreviations related to obstetrics and neonatology.

MODULE 3

Chapter 14

1. Identify organs and structures of the musculoskeletal system.
2. Identify and define types of body movement.
3. Define and spell word parts related to the musculoskeletal system.
4. Define, pronounce, and spell disease and disorder terms related to the musculoskeletal system.
5. Define, pronounce, and spell surgical terms related to the musculoskeletal system.
6. Define, pronounce, and spell complementary terms related to the musculoskeletal system.
7. Interpret the meaning of abbreviations related to the musculoskeletal system.

Chapter 15

1. Identify organs and structures of the nervous system.
2. Define and spell word parts related to the nervous system.
3. Define, pronounce, and spell disease and disorder terms related to the nervous system.
4. Define, pronounce, and spell surgical terms related to the nervous system.
5. Define, pronounce, and spell complementary terms related to the nervous system.
6. Interpret the meaning of abbreviations related to the nervous system.

Chapter 16

1. Identify organs and structures of the endocrine system.
2. Define and spell word parts related to the endocrine system.
3. Define, pronounce, and spell disease and disorder terms related to the endocrine system.
4. Define, pronounce, and spell surgical terms related to the endocrine system.
5. Define, pronounce, and spell complementary terms related to the endocrine system.
6. Interpret the meaning of abbreviations related to the endocrine system.

Chapter 12

1. Identify organs and structures of the eye.
2. Define and spell word parts related to the eye.
3. Define, pronounce, and spell disease and disorder terms related to the eye.
4. Define, pronounce, and spell surgical terms related to the eye.
5. Define, pronounce, and spell complementary terms related to the eye.
6. Interpret the meaning of abbreviations related to the eye.
Chapter 13

1. Identify organs and structures of the ear.
2. Define and spell word parts related to the ear.
3. Define, pronounce, and spell disease and disorder terms related to the ear.
4. Define, pronounce, and spell surgical terms related to the ear.
5. Define, pronounce, and spell complementary terms related to the ear.
6. Interpret the meaning of abbreviations related to the ear.