

Los Angeles Mission College
A LACCD Community College
SYLLABUS

Instructor: Chuck Pierson	Course Name: Basic Medical Terminology, Pathophysiology and Pharmacology for the Health Care Professional HOC 63: 2 units
Phone: Email:	Semester Section Number:
Office Hours:	Class Time:
Office Location: None	Classroom:

COURSE DESCRIPTION:

This basic medical language course will discuss common diseases and injuries and their pharmacological treatment using medical terminology in English and Spanish, when appropriate.

REQUIRED TEXTBOOKS:

DeLaet, Roxann, Introduction to Health Care and Careers, Wolters Kluwer, 2012

STUDENT LEARNING OUTCOME:

Student will analyze medical language and component parts.
Student will apply medical language to discussion of treatment of common diseases and injuries.

COURSE OBJECTIVES:

At the completion of the course students will be able to:

1. Describe organizational word components of the body, directional terms, anatomic planes, regions, and quadrants.
2. Identify the major body system structures and their related word parts.
3. Label visual structures of body using layman and medical terms
4. Define abbreviations used to describe body organization, planes, regions, quadrants, and direction.
5. Build, analyze, and define medical terms using word parts.

6. Identify plural endings for medical terms.
7. Label visual organs using layman and medical terms;
8. Pronounce and correctly spell medical terms
9. Define abbreviations used to describe terms and procedures.
10. Translate medical information into layman's terms.
11. Describe treatments and disease processes.

Disability Support Services (DSS) Accommodation Statement: "Students with disabilities who seek academic accommodations should first promptly contact the Disabled Students Programs and Services (DSPS) office, Instructional Building Room 1018, (818) 364-7732 to make a request for accommodations, or visit <http://www.lamission.edu/dsps>. For more information, please refer to LACCD Administrative Regulation E-100 (Criteria for Serving Students with Disabilities)".

ABSENCE

Students may be absent from class a maximum of the total number of hours that the class meets in one week. Any absences beyond that amount of time may be made up only at the discretion of the instructor. If the absences cannot be made up in a satisfactory way then the student will be dismissed from the course. Students are expected to arrive on time. Three late arrivals will be counted as one absence.

GRADING

A. Theory: Total Available Points: 170

1. Points are accumulated as follows

6 Quizzes **25 points each** **150 points**

Competency Quiz **Available only to those passing**

2. Criteria for assigning letter grades:

A= 90%-100% (135-150)	B= 80% - 89.9% (120-134)
C= 70% - 79.9% (105-119)	D= 60% - 69.9% (90-104)
F= Below 60% (89.9 or less)	

3. To pass the course a student must achieve 70% of the total possible points (150).
 - a. Quizzes and competency exams scores are NOT rounded up.
4. Students are responsible for scheduling appointments with the instructor to discuss issues related to the theory portion of the course.
5. Quiz/Tests

- All exams must be taken as scheduled. There are no make-up examinations unless there are extraordinary circumstances substantiated by the student and approved by the instructor. If a make-up examination is allowed the student may earn a maximum of 70% no matter what the actual score.
 - Quizzes and final may be given in LAHC3 grant Course Management System.
 - Students must bring their own 50-item Scantron and #2 pencil for the in-class examinations.
 - Content of quizzes is based on lecture objectives and may be based on related material from prerequisite and concurrent courses.
 - Quiz/test review occurs after each quiz/test.
 - Any discrepancies should be discussed with the instructor during office hours or via email within the week the quiz was given.
 - No note taking allowed during quiz review
6. Students are responsible for maintaining awareness of their status throughout the course.
7. Contact instructor early in course if difficulties are experienced within course (i.e. lack of understanding of material, poor scholastic achievement, etc.)
8. Digital Badges
- a. A digital badge will be awarded to the student who earns 80% or more on the competency quiz.
 - 80-89% Effective
 - 90-100% Highly Effective
 - b. The competency quiz grade will be part of the final course grade
 - Basic Medical Terminology
9. **Students will be expected to follow the LACCD student code of conduct as it relates to student dishonesty (Board Rule 9803.28) as follows: "Violations of academic integrity of any type by a student provides grounds for disciplinary action by the instructor or college. Violations of Academic Integrity include, but are not limited to, the following actions: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for the purpose of enhancing one's grade. For more information on the Standards of Student Conduct refer to the college catalogue.**

10. Faculty and students are expected to follow the following district policy with the goal of keeping the campus free of discrimination of any kind.

9803.21 Discriminatory Behavior: Behavior while on a college campus or at a college-sponsored function, inconsistent with the District's Non-discrimination Policy, which requires that all programs and activities of the Los Angeles Community College District be operated in a manner which is free of "Prohibited Discrimination," defined as discrimination or harassment in violation of state or federal law on the basis of actual or perceived ethnic group identification, race, color, national origin, ancestry, religion, creed, sex (including gender-based sexual harassment), pregnancy, marital status, cancer-related medical condition of an employee, sexual orientation, age, physical or mental disability, or veteran status.

Use of Technology – LAH3C Moodle Site

Students are required to log into the LAH3C Moodle site to complete quizzes, do the Competency Quiz and build the optional ePortfolio site in the Health Science Foundation Credential. Follow these login directions:

- Go to <http://moodle.lah3c.org>
- Username = student ID number, starting with 88
- Password = mmdd (the four numbers that represent your month and day of birth)

Topics and dates are subject to change. Announcements will be made in class. Students are responsible for adjusting their calendar.

COURSE SCHEDULE

Date	Topics/Content	Assignments/Activities/Objectives
Week 1	Review Syllabus and requirements. Word elements of a medical term. a. Basic Rules and Elements of a medical term b. Component parts: prefix, suffix, combining forms, and word roots. c. Singular and plural forms of medical terms.	Read: DeLaet Ch. 25 & 10 Lecture Resources Medical Terminology The Body as a Whole

	<p>d. Essentials of medical terminology</p> <p>Terms related to Body Structure</p> <ul style="list-style-type: none"> a. Body organization b. Anatomic planes c. Abdominopelvic regions d. Abdominopelvic quadrants e. Directional terms f. Abbreviations 	
<p>Week 2</p>	<p>Terminology of the Muscular Skeletal System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and <p>Word Parts</p> <ul style="list-style-type: none"> c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology 	<p>Quiz 1: Week I and Ch. 25 and 10</p> <p>Read: DeLaet Ch. 26</p> <p>Lecture Resource: MS System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.
<p>Week 3</p> <p>Wednesday 2:00-5:00</p>	<p>Terminology of the Nervous System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and <p>Word Parts</p> <ul style="list-style-type: none"> c. Abbreviations used to describe terms and procedures 	<p>Read: DeLaet Ch. 27</p> <p>Lecture Resource: Nervous System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms;

	<p>d. Basic pharmacology and pathophysiology</p>	<p>d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.</p>
<p>Week 4 Wednesday 2:00-5:00</p>	<p>Terminology of the Sensory System</p> <p>Combining forms a. Prefixes and suffixes b. Anatomic terms and Word Parts c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology</p>	<p>Quiz 2: MS & Nervous Systems</p> <p>Read: DeLaet pp. 447-450</p> <p>Lecture Resource: Sensory System</p> <p>a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.</p>
<p>Week 5</p>	<p>Terminology of the Endocrine System</p> <p>Combining forms a. Prefixes and suffixes b. Anatomic terms and Word Parts c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology</p>	<p>Read: DeLaet Ch.27 pp. 450-459</p> <p>Lecture Resource: Endocrine System</p> <p>a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms.</p>

		<p>g. Describe treatments and disease processes.</p>
<p>Week 6</p>	<p>Terminology of the Circulatory System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and <p>Word Parts</p> <ul style="list-style-type: none"> c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology 	<p>Quiz 3: Sensory/Endocrine System</p> <p>Read: DeLaet Ch. 28</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.
<p>Week 7</p>	<p>Terminology of the Immune System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and <p>Word Parts</p> <ul style="list-style-type: none"> c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology 	<p>Read: DeLaet Ch. 28 pp.470-479</p> <p>Lecture Resource: Immune System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.

<p>Week 8</p>	<p>Terminology of the Respiratory System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and Word Parts <p>c. Abbreviations used to describe terms and procedures</p> <ul style="list-style-type: none"> d. Basic pharmacology and pathophysiology 	<p>Quiz 4: Circulatory and Immune System</p> <p>Read: DeLaet Ch.29 pp.480-494</p> <p>Lecture Resource: Respiratory System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.
<p>Week 9</p> <p>Wednesday 2:00-5:00</p>	<p>Terminology of the Digestive System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and Word Parts <p>c. Abbreviations used to describe terms and procedures</p> <ul style="list-style-type: none"> d. Basic pharmacology and pathophysiology 	<p>Read: DeLaet pp. 485-495</p> <p>Lecture Resource: Digestive System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes.

<p>Week 10 Wednesday 2:00-5:00</p>	<p>Terminology of the Urinary System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and Word Parts c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology 	<p>Quiz 5: Respiratory/Digestive System</p> <p>Lecture Resource: Urinary System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes
<p>Week 11 Wednesday 2:00-5:00</p>	<p>Terminology of the Reproductive System</p> <p>Combining forms</p> <ul style="list-style-type: none"> a. Prefixes and suffixes b. Anatomic terms and Word Parts c. Abbreviations used to describe terms and procedures d. Basic pharmacology and pathophysiology 	<p>Read: DeLaet Ch.30</p> <p>Lecture Resource: Reproductive System</p> <ul style="list-style-type: none"> a. Build, analyze, and define medical terms using word parts; b. Identify plural endings for medical terms; c. Label visual organs using layman and medical terms; d. Pronounce and correctly spell medical terms e. Define abbreviations used to describe terms and procedures. f. Translate medical information into layman's terms. g. Describe treatments and disease processes
<p>Week 12</p>	<p>Review for Competency Quiz</p>	<p>Quiz 6: Urinary and Reproductive Systems</p>

Week 13	Course Evaluation	Competency Quiz Basic Medical Terminology
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