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Spring 1-2016

### AHMS 144.50: Medical Terminology

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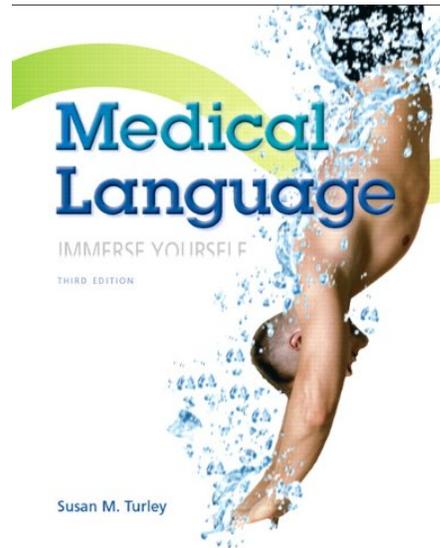
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## COURSE NUMBER AND TITLE:

AHMS 144.50 MEDICAL TERMINOLOGY

THE UNIVERSITY OF MONTANA  
MISSOULA COLLEGE  
DEPARTMENT OF HEALTH PROFESSIONS

**SEMESTER:** Fall 2016

**SEMESTER CREDITS:** 3

**FACULTY:** Anne Delaney MBA, RT (R) ARRT

**E-mail:** [anne.delaney@umontana.edu](mailto:anne.delaney@umontana.edu)

**Work Phone:** 406-243-7809

**Office Location:** N/A

**Office Hours:** \*Online

\*Email is the best means of communicating with me. However, if you are experiencing persistent problems and email proves insufficient in solving the issue, we can try other arrangements. Often times when problems arise for a number of students, I address those issues by posting an announcement or sending an email to the entire class. Bottom line is, I will do my very best to respond to your questions in a timely manner.

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## **COURSE DESCRIPTION:**

This course provides an introduction to a medical word building system using Greek and Latin word roots, combining forms, suffixes and prefixes. We will be exploring a systematic approach to medical word building that incorporates common pathologies of body systems, abbreviations, special procedures including integumentary, cardiovascular, pulmonary, gastrointestinal, urinary, endocrine, musculoskeletal, reproductive, and the special senses.

## **COURSE OBJECTIVE:**

Upon completion of the course the successful student will be able to:

Pronounce, spell and define word roots, combining forms, prefixes and suffixes related to specific body system anatomy and physiology.

2. Pronounce, spell and define word parts/terms related to system pathology.
3. Define, spell and pronounce terms related to surgical and diagnostic procedures.
4. Locate information, spell, define and pronounce pharmacologic terms
5. Write and define abbreviations pertinent to specific body systems.

## **METHOD OF INSTRUCTIONS:**

The course is accessed online through Moodle.

## **REQUIRED TEXT:**

Medical Language, Custom Edition, Susan Turley, Pearson Publishing.

Books are available for purchase at the Missoula College book store. The text is on reserve in both the Mansfield and Missoula College libraries for your use as well.

## **GRADING:**

Your grade for the course will be determined by the online quizzes and tests you complete. There are approximately two to three multiple choice/true or false quizzes each week (a detailed schedule can be viewed below). The letter grade you receive will result from the percentage of points you earn compared with the total points possible. You have the ability to view your quiz/test scores at any time by clicking on the Gradebook link under the course menu.

## Final Grade Scoring

### GRADING SCALE:

93-100 A

90-92 A-

87-89 B+

83-86 B

80-82 B-

79-70 C

69-60 D

### COURSE OUTLINE: WEEKLY PLAN

Week of	Lesson	Due Date
January 25 – January 29  *Quizzes within Lesson 1 may be taken twice.	Lesson 1: Chapter 1  Introduction to Medical Terminology	<b>February 5</b>  by 7:00 PM
February 1 –February 5	Lesson 2: Chapter 7  Dermatology	<b>February 5</b>  by 7:00 PM
February 8 – February 12	Lesson 3: Chapter 8  Orthopedics – Skeletal system	<b>February 12</b>  by 7:00 PM
February 15 – February 19	Lesson 4: Chapter 9  Orthopedics – Muscle system	<b>February 19</b>  by 7:00 PM
February 22 – February 26	Lesson 5: Chapter 10  Nervous system	<b>February 26</b>  by 7:00 PM

Week of	Lesson	Due Date
February 29 – March 4	<b>Test 1</b> (Covers Previous Five Lessons AND includes Ch. 7: Dermatology)	<b>March 4</b> by 7:00 pm
March 7- March 11	Lesson 6: Chapter 14 Endocrine System	<b>March 11</b> by 7:00 PM
March 14 - March 18	Lesson 7: Chapter 6 Hematology and Immunology	<b>March 18</b> by 7:00 PM
March 21 March 25	Lesson 8: Chapters 18 and Chapter 19 Cancer, Radiology and Nuclear Medicine	<b>March 25</b> by 7:00 PM
March 28 – April 1	Lesson 9: Chapter 4 Pulmonary	<b>April 1</b> by 7:00 PM
April 4 – April 8 <b>Spring Break</b>	Lesson 10: Chapter 5 Cardiology	<b>April 8</b> by 7:00 PM
April 11 – April 15	Lesson 11: Chapter 3 Gastrointestinal System	<b>April 15</b> by 7:00 PM
April 18 – April 22	Lesson 12: Chapter 11 Urinary System	<b>April 22</b> by 7:00 PM
April 25 – April 29	Lesson 13: Chapter 12 Male reproductive system	<b>April 29</b> by 7:00 PM
May 2 – May 6	Lesson 14: Chapter 13 Gynecology and Obstetrics	<b>May 6</b> by 7:00 PM

Week of	Lesson	Due Date
May 9 – May 13  <b>Finals Week</b>	<b>Test 2</b>  (Covers Lessons 6, 7, 8, 9, 10, 11, and 12; Lesson 13 is extra credit and therefore omitted from testable material and we just completed Lesson 14)	<b>May 11</b>  <b>By 7:00 pm</b>

### LESSONS:

Each week focuses on one or two chapters out of the text. The lessons are meant to be completed in a comprehensive manner in which the student engages in the assigned readings and text exercises. **The graded items are the quizzes and tests.**

To allow for you to become familiar with the course, Lesson one quizzes may be taken **TWO TIMES** if you so choose and the highest completed grade will be recorded. Notice that Lesson 1 and 2 are due on February 5<sup>th</sup> . **The remainder of assignments, however, may only be attempted once.** Therefore, it's very important to have reviewed the materials sufficiently. Text books may be utilized when taking quizzes. Once you open a quiz you must complete it within the allotted time (40 minutes). Yes, they are timed. Also, completed assignments must be submitted by the DUE DATE listed in the syllabus. You may complete assignments in advance. **All quizzes will open at 7:00 AM on the Monday that they are assigned and they will close on the following Friday at 7:00PM. Therefore, they are open 24 hours per day for 4 days. Please think of this as a work week and schedule your study time efficiently. Don't wait until the last day to attempt read the text and take the quiz.**

### TESTS:

Tests are completed in the same fashion as the quizzes. Follow the same directions to begin a test as you would for a quiz. Test 1 will cover the first five lessons PLUS one other chapter in the book (Chapter 7) and Test 2 will cover the last six lessons. Please note that Test 2 does not include materials from Lesson 12 or 14. Tests include 100 questions and are therefore worth 100 points each. Tests will not be made available until Monday of the scheduled week.

### MAKE-UP POLICY:

Students who do not communicate the need for an extension prior to the due date are seldom granted that opportunity. However, if you make an attempt to reach me

concerning some issue that is preventing you from completing an assignment on time, I may be willing to offer an extension. It doesn't hurt to ask.

### **ACADEMIC CONDUCT:**

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available online at <http://www.umt.edu/SA/VPSA/index.cfm/page/1321>

### **STUDENTS WITH DISABILITIES**

Students with disabilities may request reasonable modifications by contacting me. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). "Reasonable" means the University permits no fundamental alterations of academic standards or retroactive modifications. For more information, please consult <http://www.umt.edu/disability>.