

Administrative Master Syllabus

Course Information

Course Title	Medical Terminology I
Course Prefix, Num. and Title	HITT 1305 Medical Terminology I
Division	Allied Health
Department	Health Information Technology
Course Type	WECM Course
Course Catalog Description	Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties.
Pre-Requisites	None
Co-Requisites	None

Semester Credit Hours

Total Semester Credit Hours (SCH): Lecture Hours:	3:3:0
Lab/Other Hours	
Equated Pay Hours	3
Lab/Other Hours Breakdown: Lab Hours	Enter Lab Hours Here.
Lab/Other Hours Breakdown: Clinical Hours	Enter Clinical Hours Here.
Lab/Other Hours Breakdown: Practicum Hours	Enter Practicum Hours Here.
Other Hours Breakdown	List Total Lab/Other Hours Here.

Approval Signatures

Title	Signature	Date
Department Head:	Debbie Lutringer	10/2/23
Division Chair:		
VPI:		

Additional Course Information

Topical Outline: Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, and clinical or other non-lecture instruction).

- A. Introduction
- B. Word Analysis
 - 1. Roots
 - 2. Prefixes
 - 3. Suffixes
- C. The Body in Health and Disease
- D. Digestive System
- E. Respiratory System
- F. Cardiovascular System
- G. Hematology and Immunology
- H. Dermatology – Integumentary System
- I. Orthopedics – Skeletal and Muscular System
- J. Nervous System
- K. Urinary System
- L. Male Genitourinary and Reproductive System
- M. Female Genital and Reproductive System
- N. Endocrine System
- O. Ophthalmology
- P. Otolaryngology
- Q. Psychiatry
- R. Oncology
- S. Radiology and Nuclear Medicine

Course Learning Outcomes:

Learning Outcomes – Upon successful completion of this course, students will:

- 1. Identify, pronounce, and spell medical terms; use terms in context.
- 2. Utilize prefixes, suffixes, root words, and plurals to construct medical terms, analyze medical terms.
- 3. Translate abbreviations and interpret symbols.

Methods of Assessment:

- 1. Written exams and oral exercises
- 2. Exercises
- 3. Oral exercises

Required text(s), optional text(s) and/or materials to be supplied by the student:

Erhlich, Ann, Medical Terminology for Health Professionals with kMindTap, current edition. Boston, MA, Cengage Learning.

Access to a computer with an external webcam and microphone, a reliable internet connection, and access to the WCJC learning management system.

Suggested Course Maximum:

20

List any specific or physical requirements beyond a typical classroom required to teach the course.

Access to technology appropriate for online courses.

Course Requirements/Grading System: Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course.

Grading scale:

93 – 100% A

85 – 92% B

78 – 84% C

70 – 77% D

0 - 69% F

Final evaluation in the course will be based on grades achieved during the semester and the final exam.

Quizzes/Assignments 20%

Chapter Exams/Midterm Exam 60%

Final Exam – Comprehensive 20%

Curriculum Checklist:

☐ **Administrative General Education Course** (from ACGM, but not in WCJC Core) – No additional documents needed.

☐ **Administrative WCJC Core Course** – Attach the Core Curriculum Review Forms

☐ Critical Thinking

☐ Communication

☐ Empirical & Quantitative Skills

☐ Teamwork

☐ Social Responsibility

☐ Personal Responsibility

☒ **WECM Course** – If needed, revise the Program SCANS Matrix and Competencies Checklist