



**Purpose:** It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

**Course Title - Medical Terminology I**

**Course Prefix and Number - HITT 1305**

**Department - Health Information Technology**

**Division - Allied Health**

**Course Type:** (check one)

- Academic General Education Course (from ACGM – but not in WCJC Core)  
 Academic WCJC Core Course  
 WECM course (This course is a Special Topics or Unique Needs Course: Y  or N )

**Semester Credit Hours # : Lecture hours# : Lab/other hours #     3:3:0**

**Equated Pay hours for course - 3**

**Course Catalog Description - Study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.**

**Prerequisites/Co requisites - None.**

**Approvals – the contents of this document have been reviewed and are found to be accurate.**

List Lab/ Other Hours
Lab Hours
Clinical Hours
Practicum Hours
Other (list)

Prepared by Debbie Lutringer, RHIA, CTR	Signature 	Date 9-23-10
Department Head Debbie Lutringer, RHIA, CTR	Signature 	Date 9-23-10
Division Chair Carol Derkowski, RDH, MAIE	Signature 	Date 9-27-10
Vice President of Instruction or Dean of Vocational Instruction Leigh Ann Collins, RDH, MAIE	Signature 	Date 1-14-11



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

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>A. Introduction</li> <li>B. Word Analysis               <ul style="list-style-type: none"> <li>1. Roots</li> <li>2. Prefixes</li> <li>3. Suffixes</li> </ul> </li> <li>C. The Body in Health and Disease</li> <li>D. Digestive System</li> <li>E. Respiratory System</li> <li>F. Cardiovascular System</li> <li>G. Hematology and Immunology</li> <li>H. Dermatology – Integumentary System</li> </ul> | <ul style="list-style-type: none"> <li>I. Orthopedics – Skeletal and Muscular System</li> <li>J. Nervous System</li> <li>K. Urinary System</li> <li>L. Male Genitourinary and Reproductive System</li> <li>M. Female Genital and Reproductive System</li> <li>N. Endocrine System</li> <li>O. Ophthalmology</li> <li>P. Otolaryngology</li> <li>Q. Psychiatry</li> <li>R. Oncology</li> <li>S. Radiology and Nuclear Medicine</li> </ul> |
|---|--|

**II. Course Learning Outcomes**

Course Learning Outcome	Method of Assessment
Identify, pronounce, and spell medical terms; use terms in context	Written exam, exercises, oral exercises
Build and analyze medical terms	Written exam

**III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.**

Turley, Susan, Medical Language, 2<sup>nd</sup> Edition. Upper Saddle River, New Jersey, Pearson, 2011.  
Regular access to appropriate technology for [www.courses](http://www.courses).

**IV. Suggested Course Maximum - 20**

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

Lecture/Lab classroom. Instructor must have training in and access to all appropriate technology for [www.courses](http://www.courses).

**VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course** The final evaluation will be on the following 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	30%
Midterm Exam	20%
Final Exam – Comprehensive	30%

## VII. Curriculum Checklist

- **Academic General Education Course** (from ACGM – but not in WCJC Core)  
No additional documentation needed
  
- **Academic WCJC Core Course**  
Attach the Core Curriculum Checklist, including the following:
  - Basic Intellectual Competencies
  - Perspectives
  - Exemplary Educational Objectives
  
- **WECM Courses**  
If needed, revise the Program SCANS Matrix & Competencies Checklist.