

GRANDE PRAIRIE REGIONAL COLLEGE
OFFICE ADMINISTRATION
COURSE OUTLINE

W.94

OA 2510 MEDICAL TERMINOLOGY I (75 HOURS)

INSTRUCTOR: Joyce Tobo

TEXTS: Medical Terminology A Program Text, 6th ed., by Phyllis Davis, Jean Dennerell and Genevieve Love Smith - 1991, Delmar Publishers.

COURSE DESCRIPTION: This course provides you with a background in medical terminology. It will assist you to recognize medical words by identifying Greek and Latin suffixes and prefixes, the root words, and combining forms. It will also assist you to correctly pronounce medical terms correctly and to recall and interpret medical abbreviations.

COURSE OBJECTIVES: At the completion of Medical Terminology, you will have a working knowledge of basic medical terminology.

Specifically, you will:

1. Utilize your knowledge of suffixes, roots and prefixes in defining medical terms.
2. Accurately define medical terms.
3. Accurately spell medical terms.
4. Accurately pronounce medical terms.
5. State the approved medical abbreviations.
6. State and discuss the common diagnostic, symptomatic and operative terms.
7. Apply your knowledge of suffixes, roots, and prefixes in correctly assembling and spelling medical words that you have not been previously taught.

GRADING: TBA

MEDICAL TERMINOLOGY COURSE SCHEDULE

WEEK	DATES	FRAMES	TEST	CONTENT
Week #1	Jan. 5	1-119	No Unit Test	How to Work the Program; The Word Building System; How to Study Medical Terminology
	Jan. 7	120-260	Unit Test #1	Extremities, colours, cells, blood, heart, EKG, X-ray, sonography, surgical suffixes... Review activities 1, 2, 3.
Week #2	Jan. 12	261-372	Unit Test #2	Head, skull, brain, spinal cord, meninges, EEG, development, tumours... Review activities 4, 5, 6.
	Jan. 14	373-497	Unit Test #3	Bone, cartilage, tendons, joints, teeth, body regions and cavities, centesis, bladder, ad, ab, hydro... Review activities 7, 8, 9.
Week #3	Jan. 19	498-604	Unit Test #4	Microorganisms, ear, nose, stones, gallbladder, tachy, brady, breathing, eating, digesting... Review activities 10, 11, 12.
	Jan. 21	605-705	Unit Test #5	Muscle, vessels, nerves, blood, thrombi, male and female reproductive systems, ptosis, pexy... Review activities 13, 14, 15.
Week #4	Jan. 26	706-762	Unit Test #6	Urinary system, lungs, fungi, rrhaphy, rrhagia... Review activities 16, 17, 18.
	Jan. 28	763-821	Unit Test #7	Digestive system and accessory organs... Review activities 19, 20, 21.
Week #5	Feb. 2	822-866	Unit Test #8	Veins, arteries, muscles, aesthesia, sound, hearing, speech, movement, para... Review activities 22, 23, 24.
	Feb. 4	867-922	Unit Test #9	Vision, neurology, psychology, diagnosis, prognosis, tripsy... Review activities 25, 26, 27.

Week #6	Feb. 9	923-958	Unit Test #10	Heat, micro, macro, digits, poly, syn... Review activities 28, 29, 30.
	Feb. 11	959-1051	Unit Test #11	Directions and planes of the body, organs, aerobic/anaerobic, philic, phobic, a, dys, eu, pseudo, menses... Review activities 31, 32, 33.
Week #7	Feb. 16	1052-1107	Unit Test #12	Laparoscopy, fever, sweating, glucose, prefixes: ecto, endo, meso, retro, para... Review activities 34, 35, 36.
	Feb. 18	1108-1135	Unit Test #13	Immunity, para, gravida, prefixes: auto, nulli, multi, numbers... Review activities 37, 38.
Week #8	Feb. 23	1136-1224	Unit Test #14	Narcotics, necrosis, equal, unequal; prefixes of place: ex, de, ab, dia, per, peri, circum... Review activities 39, 40, 41.
	Feb. 25	1225-1306	Unit Test #15	Prefixes: homo, hetero, sym, super, supra, epi, extra, infra, sub, meta, ultra, ex, anti, contra, trans... Review activities 42, 43.
MARCH 1 - MARCH 5				READING WEEK
Week #9	Mar. 9	1307-1376	Unit Test #16	in, mal, uni, bi, tri, semi, hemi, con, dis, post, ante, pre, retro, intra... Review activities 44, 45.
	Mar. 11	1377-1385	Unit Test #17	Formation of plurals... Review activities 46, 47.
Week #10	Mar. 16	1396-1472	Unit Test #18	Respiratory system, left, right, feet, hands, vessels, tissues, neonatal, neoplasm... Review activities 48, 49, 50.
	Mar. 18	1473-1550	Unit Test #19	Night, sleep, ankylo, phoro, stasis, schizo, schisto, schisis, skeletal system... Review activities 51, 52, 53.
Week #11	Mar. 23	1551-1674	Unit Test #20	Spinal column, eye, nails, hair, endocrine system, medical specialties... Review activities 54, 55, 56.
	Mar. 25	Case Study/ Abbreviations	Unit Test #21	

Week #12	Mar. 30 Apr. 1		Unit Test #22 Unit Test #23	Application of Terminology
Week #13	Apr. 6 Apr. 8		Unit Test #24 Unit Test #25	Application of Terminology
APRIL 12 - APRIL 16			EASTER WEEK	
Week #14	Apr. 20 Apr. 22		Final Exam	Application of Terminology

Final Mark - Unit Exams
Final Exam