



Grande Prairie Regional College

Unit Clerk Certificate Program

Department: Nursing

OA 2511

Medical Terminology

Fall 2009

Developed by:
Shonda Klatt RN, Melanie Hamilton MN, RN
Winter 2007

Revised by:
Deena Honan RN
Winter 2009

Instructor: Shonda Holt
Office: E401-18
Office: by appointment
Hours

Phone: 539-2438 (office)
E-mail: sholt@gprc.ab.ca

Course Description

OA 2511 Medical Terminology (3-0-0) 45 hours

This course provides you with a background in medical terminology. It will assist you to recognize medical words by identifying Greek and Latin prefixes and suffixes. Students will also learn root words and combining forms. It will assist you to correctly pronounce medical terms and to recall and interpret medical abbreviations. An introduction to the structure and function of anatomy, organs and body systems will also be introduced.

Course Objectives

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

1. Discuss four parts to medical terms
2. Describe root words and combining forms
3. Identify common medical terms and abbreviations
4. Discuss the organization of the body in terms of cells, tissues, organs and systems
5. List the major organs found in the twelve organ systems
6. List body cavities and their contents
7. Discuss medical terminology, vocabulary, pathology, diagnostic and therapeutic medical terms related to each system: Integumentary, musculoskeletal, endocrine, cardiovascular, respiratory, digestive, urinary, lymphatic and hematic, reproductive, and nervous systems

Required Resources

Leonard, P. C. (2007). *Quick and easy medical terminology* (5th ed.). St. Louis: Saunders.

Assignments and Evaluation

All tests will occur during scheduled class time and consist of multiple choice, fill in the blank, and matching.

Quizams (10)	15%	(1.5% each)
Workbook	10%	
Exams (3)	75%	(25% each)

Schedule

Week	
1 (Sept. 14)	Introduction, Course Outline, Chapter 1
2 (Sept. 21)	Chapter 2
3(Sept.28)	Chapter 3
4 (Oct. 5)	Chapter 4 & 5
5 (Oct. 19)	Chapters 2-5 Exam
6 (Oct. 26)	Chapter 6 & 7
7 (Nov. 2)	Chapter 8 and 9
8 (Nov. 9)	Chapters 6 – 9 Exam
9 (Nov. 16)	Chapter 10 & 11
10 (Nov. 23)	Chapters 12, and 13 Workbooks Due
11(Nov. 30)	Chapter 14 and Review
12 (Dec. 7)	Chapters 10-14 Exam

Delivery Modes

The material will be presented in a lecture style with activities set up to practice the material covered. Please communicate with the instructor any misunderstandings or uncertainties about the material covered in class.

Regular classroom attendance is expected. Please do not be late. You are expected to read the assigned chapters before class.

Grading Conversion Chart

Alpha Grade	Designation
A+	Excellent
A	Excellent
A-	First Class Standing
B+	First Class Standing
B	Good
B-	Good
C+	Satisfactory
C	Satisfactory
C-	Satisfactory
D+	Minimal Pass
D	Minimal Pass
F	Fail

Plagiarism

The penalty for plagiarism is severe. It may result in expulsion of the program and the institution or may result in a failing grade.

Please refer to the GPRC website on plagiarism:

www.gprc.ab.ca/pdf/policies/academic/studentmisconduct-plagiarismandcheating.pdf