



DEPARTMENT OF NURSING EDUCATION AND HEALTH STUDIES

COURSE OUTLINE – WINTER 2012

OA 2511 A3 MEDICAL TERMINOLOGY 1 - 3.0 (3-0-0) 45 hours

INSTRUCTOR: Raelynn
Shaughnessy

PHONE: 780-539-2212

OFFICE: C428

E-MAIL: rshaughnessy@gprc.ab.ca

INSTRUCTOR: Louise Rawluk
(Course Leader)

PHONE: 780-539-2037

OFFICE: H230

E-MAIL: lorawluk@gprc.ab.ca

OFFICE HOURS: Friday's 1030am – 1200pm and by appointment

PREREQUISITE/COREQUISITE: No prerequisite or corequisite required.

REQUIRED TEXT:

Leonard, P. (2011). *Quick & Easy Medical Terminology*. (6th ed.). Missouri: Saunders Elsevier.

RESOURCE MATERIALS:

Medical Terminology student practice exercises and class activities will be provided by the course Instructor or posted on Moodle.

CALENDAR STATEMENT:

OA 2511 3.0 (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 suffixes and prefixes, the root words, and combining forms. It will also assist you to correctly pronounce medical terms and to recall and interpret medical abbreviations.

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 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. The structure and function of anatomy, organs and body systems will also be introduced.

CREDIT:

OA 2511 3.0 (3-0-0)

CONTACT HOURS:

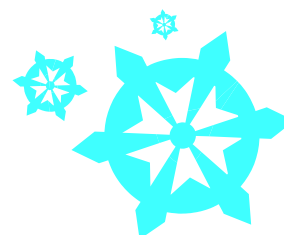
OA 2511 consists of 3 hours of instructional time per week. Additional hours for independent study and practice required.

**Winter Semester:**

Course Schedule: January 5 – April 13, 2012

Classes are scheduled for: Mondays 4:00 – 6:50 pm

Classroom location: A314



DELIVERY MODES:

The course work includes lectures, individual work, and in-class practice exercises.

Students will participate in a number of activities to assist in meeting the objectives of the course:

1. Class Attendance

The course material will be presented in a lecture style along with learning activities developed to enhance the student's understanding. Regular classroom attendance is expected. The purpose of the class time is to develop the student's ability to understand medical terminology. In class, students will learn to recognize medical words by identifying Greek and Latin suffixes and prefixes, root words and combining forms.

2. Individual Practice Work

The purpose of this activity is to provide students with an opportunity to practice Medical Terminology understanding, strategies and techniques in class under the guidance and supervision of the course instructor. The instructor will provide regular practice exercises which the students are asked to complete. Students are expected to complete each practice exercise and answer the questions as provided by the course instructor. Students are encouraged to work individually to complete their practice exercises.

Students are responsible for their own learning and therefore must communicate with the instructor any misunderstandings or uncertainties about the material covered in class.

3. Assigned Reading

Students will be assigned readings and assigned chapters on a regular basis. Students are expected to be prepared for class by reading the assigned readings or chapters before class.

COURSE OBJECTIVES:

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

1. Discuss four parts to medical terms
2. Identify root words and combining forms
3. Identify common medical terms and abbreviations
4. Identify 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

GRADING AND EVALUATION COMPONENTS:

1) Class participation and attendance will be worth 10% of the final grade.

2) Class quizzes will be worth 15% of the final grade.

Note: Class quizzes are given during class time. A student who is not in attendance for that class will not be given an opportunity to write the missed quiz. Failure to complete a class quiz will result in a grade "0" for that quiz.

3) First Examination worth 25% of the final grade.

This examination will occur during scheduled class time and will consist of a combination of multiple choice questions from textbook chapters 1-5 inclusive.

4) Second Examination worth 25% of the final grade.

This examination will occur during scheduled class time and will consist of a combination of multiple choice questions from textbook chapters 6-9 inclusive.

5) Final Examination worth 25% of the final grade.

This examination will occur during scheduled class time and will consist of a combination of multiple choice questions from textbook chapters 10-14 inclusive.

Failure to complete any course examination will result in a grade "0" for that examination. The Instructor must be notified prior to the examination in cases of illness or extenuating circumstances and special arrangements will be made in order to accommodate these students. Please refer to the *Grande Prairie Regional College* calendar 2011-2012 for the Academic Regulations that pertain to Examinations and Examination Procedures.

Grades will be assigned based on the Letter Grading System:

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A⁺	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A⁻	3.7	80 – 84	VERY GOOD FIRST CLASS STANDING
B⁺	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B⁻	2.7	70 – 72	
C⁺	2.3	67 – 69	SATISFACTORY
C	2.0	63 – 66	
C⁻	1.7	60 – 62	
D⁺	1.3	55 – 59	POOR
D	1.0	50 – 54	MINIMAL PASS
F	0.0	0 – 49	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline

Note: In order to pass OA 2511:

The student must achieve a final overall average of 60% (C-) or higher.

EXAMINATIONS:

This course includes class quizzes, a first exam, a second examination and a final examination.

STUDENT RESPONSIBILITIES AND IMPORTANT POLICIES:**Important Dates:**

Information about last day to change registrations and dropping courses are available on the GPRC website.

Policies

Please refer to the *Grande Prairie Regional College* calendar 2011-2012 for specific policies that may pertain to this course.

STATEMENT ON PLAGIARISM AND CHEATING:

We expect honesty from our students. This demands that the contribution of others be acknowledged (GPRC Calendar, 2011-2012). Penalties will be given according to the degree of the plagiarism or cheating. If you are unsure whether an action is plagiarism or not, please consult your course instructor.

Cheating refers to dishonest conduct such as speaking during an exam, bringing written material not authorized by the course instructor, tampering with grades, or consciously aiding another student to cheat.

Please refer to your rights and responsibilities in the Grande Prairie Regional College 2011-2012 Calendar.

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week 1: January 9	Introduction, Course Outline, Chapter 1
Week 2: January 16	Chapters 2 and 3
Week 3: January 23	Chapter 4
Week 4: January 30	Chapter 5
Week 5: February 6	Chapters 1 – 5 Exam Chapter 6
Week 6: February 13	Chapter 7
Week 7: February 20	No classes – Winter Break
Week 8: February 27	Chapter 8
Week 9: March 5	Chapter 9
Week 10: March 12	Chapters 6 – 9 Exam Chapter 10
Week 11: March 19	Chapter 11
Week 12: March 26	Chapter 12
Week 13: April 2	Chapter 13
Week 14: April 9	Chapter 14
Final Exam:	Chapters 10-14 Exam – Date and Time TBA