

Course Outline of Record

1. Course Code: HS-061
2.
 - a. Long Course Title: Medical Terminology
 - b. Short Course Title: MEDICAL TERMINOLOGY
3.
 - a. Catalog Course Description:
 This course introduces medical terminology as used by all health service personnel including medical doctors, dentists, nurses, respiratory therapists, physical therapists, EMT's, medical secretaries and doctors' office assistants.
 - b. Class Schedule Course Description:
 Introduces medical terminology used by all health services personnel.
 - c. Semester Cycle (if applicable): N/A
 - d. Name of Approved Program(s):
 - EMERGENCY MEDICAL CARE Certificate of Achievement
4. Total Units: 2.00 Total Semester Hrs: 36.00
 Lecture Units: 2 Semester Lecture Hrs: 36.00
 Lab Units: 0 Semester Lab Hrs: 0
 Class Size Maximum: 45 Allow Audit: No
 Repeatability No Repeats Allowed
 Justification 0
5. Prerequisite or Corequisite Courses or Advisories:
Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm I-A)
 Advisory: ENG 061
6. Textbooks, Required Reading or Software: (List in APA or MLA format.)
 - a. Fremgen, B., F. Frucht, S. (2013). Medical Terminology A Living Language (Current/e). Upper Saddle River, NJ Pearson. ISBN: 9780132843478
 College Level: Yes
 Flesch-Kincaid reading level: N/A
 - b. A medical dictionary is recommended
7. Entrance Skills: *Before entering the course students must be able:*
 - a. Read, comprehend, and summarize 8th grade level readings and identify main ideas and supporting details.
 - ENG 061 - Demonstrate the ability to read and respond in writing beyond the literal interpretation of the text.
8. Course Content and Scope:

Lecture:

1. Prefixes, suffixes and root words
2. Body organization including anatomical structures, planes and terms
3. Integumentary system
4. Musculoskeletal system
5. Cardiovascular system
6. Blood, immune and lymphatic system
7. Respiratory system
8. Digestive system
9. Urinary system
10. Reproductive systems
11. Endocrine system
12. Nervous system
13. Special senses
14. Special topics: Pharmacology; Mental Health; Diagnostic Imaging; Rehabilitation Services,

Surgery; Oncology

Lab: (if the "Lab Hours" is greater than zero this is required)

9. Course Student Learning Outcomes:

1. Recognize health related vocabulary.
2. Apply medical word origins and word components to every day situations.

10. Course Objectives: *Upon completion of this course, students will be able to:*

- a. Identify basic elements of a medical word.
- b. Identify anatomical body structures, planes and terms.
- c. Demonstrate an understanding of how prefixes and suffixes modify root words
- d. Define, spell and pronounce medical terms
- e. Use medical terminology within the context of the human body systems and basic physiological functions.
- f. Identify medical abbreviations used by various services in a health-care facility.
- g. Pronounce words that pertain to each specific body system.
- h. Use a medical dictionary.

11. Methods of Instruction: (*Integration: Elements should validate parallel course outline elements*)

- a. Activity
- b. Discussion
- c. Lecture
- d. Participation

12. Assignments: (*List samples of specific activities/assignments students are expected to complete both in and outside of class.*)

In Class Hours: 36.00

Outside Class Hours: 72.00

a. In-class Assignments

- a. Oral Presentation
- b. Pronunciation practice
- c. Exams

b. Out-of-class Assignments

- a. Complete readings from the text as assigned
- b. Homework

13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*

- Written homework
Weekly homework quizzes submitted via Canvas
- Reading reports
Oral presentation on a specific medical specialty using medical terminology.
- Presentations/student demonstration observations
Oral presentation on a specific medical specialty using medical terminology.
- Group activity participation/observation
Weekly participation/ attendance through word pronunciation practice
- True/false/multiple choice examinations
Weekly in-class quizzes involving word-roots for medical terminology
- Mid-term and final evaluations
- Student participation/contribution
Oral presentation on a specific medical specialty using medical terminology.
- Oral and practical examination
Video submission for pronunciation and definition of assigned medical words
- Other

HS 061-Medical Terminology

Class participation in learning activities and discussions.

14. Methods of Evaluating: Additional Assessment Information:

- a. Written tests b. Comprehensive final exam

15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*

PO - Career and Technical Education

Fulfill the requirements for an entry- level position in their field.

Display the skills and aptitude necessary to pass certification exams in their field.

Exhibit effective written, oral communication and interpersonal skills.

Transfer to a higher level learning institution

IO - Personal and Professional Development

Self-evaluate knowledge, skills, and abilities.

Develop realistic goals.

16. Comparable Transfer Course

University System	Campus	Course Number	Course Title	Catalog Year
-------------------	--------	---------------	--------------	--------------

17. Special Materials and/or Equipment Required of Students:

18. Materials Fees: Required Material?

Material or Item

Cost Per Unit

Total Cost

19. Provide Reasons for the Substantial Modifications or New Course:

2-year periodic review.

20. a. Cross-Listed Course (*Enter Course Code*): *N/A*

b. Replacement Course (*Enter original Course Code*): *N/A*

21. Grading Method (*choose one*): Letter Grade Only

22. MIS Course Data Elements

a. Course Control Number [CB00]: CCC000236225

b. T.O.P. Code [CB03]: 129900.00 - Other Health Occupations

c. Credit Status [CB04]: D - Credit - Degree Applicable

d. Course Transfer Status [CB05]: C = Non-Transferable

e. Basic Skills Status [CB08]: 2N = Not basic skills course

f. Vocational Status [CB09]: Clearly Occupational

g. Course Classification [CB11]: Y - Credit Course

h. Special Class Status [CB13]: N - Not Special

i. Course CAN Code [CB14]: *N/A*

j. Course Prior to College Level [CB21]: Y = Not Applicable

k. Course Noncredit Category [CB22]: Y - Not Applicable

l. Funding Agency Category [CB23]: Y = Not Applicable

m. Program Status [CB24]: 1 = Program Applicable

Name of Approved Program (*if program-applicable*): EMERGENCY MEDICAL CARE

Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)

23. Enrollment - Estimate Enrollment

First Year: 0

HS 061-Medical Terminology

Third Year: 0

24. Resources - Faculty - Discipline and Other Qualifications:

a. Sufficient Faculty Resources: No

b. If No, list number of FTE needed to offer this course: *N/A*

25. Additional Equipment and/or Supplies Needed and Source of Funding.

N/A

26. Additional Construction or Modification of Existing Classroom Space Needed. (*Explain:*)

N/A

27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES

Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes

28. Originator Kurt Spurgin Origination Date 03/02/17