

Imperial Valley College
Division of Education and Health Technologies
AHP 100 - Medical Terminology
Summer 2013

Time: 1230 - 1535
Days: T/W/Th
Room: 2150

Instructor: Pam Hansink, BSN, RN
Phone: 760-355-3530 (leave message)
Email: pam.hansink@imperial.edu

**Text: Ehrlich/Schroeder: *Medical Terminology for Health Professions*, 7th Ed. 2013, Delmar
 Cengage Learning ISBN – 13: 978-111-54327-3**

Date	Description	Assignment
06/25/13 Tuesday	Ch 1 Introduction to Medical Terminology	Ch 1 Study chapter and complete the Learning exercises at end of chapter. Listen to the vocabulary terms on the Audio CD. Complete the chapter's StudyWARE™ activities.
06/26/13 Wednesday	Ch 2 The Human Body in Health and Disease	Ch 2 Study chapter and complete the Learning Exercises at end of chapter. Listen to the chapter's vocabulary terms on the Audio CD. Complete the chapter's StudyWARE™ activities.
06/27/13 Thursday	Ch 3 The Skeletal System	Ch 3 Study chapter and complete the Learning Exercises at end of chapter. Listen to the chapter's vocabulary terms on the Audio CD. Complete the chapter's StudyWARE™ activities. <u>50-point quiz over chapters 1 & 2.</u> ☺
07/02/13 Tuesday	Ch 4 The Muscular System	Ch 4 Study chapter and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities.
07/03/13 Wednesday	Ch 5 The Cardiovascular System	Ch 5 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities. <u>50-point quiz over chapters 3 & 4</u> ☺
07/04/13 Thursday	<u>NO SCHOOL</u>	HAPPY 4TH OF JULY!!!
07/09/13 Tuesday	Ch 6 The Lymphatic and Immune Systems	Ch 6 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities.
07/10/13 Wednesday	Ch 7 The Respiratory System	Ch 7 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities. <u>50 point quiz over chapters 5 & 6</u>
07/11/13 Thursday	Ch 8 The Digestive System	Ch 8 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities.

07/16/13 Tuesday	Ch 9 The Urinary System	Ch 9 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities. <u>50 point quiz over chapters 7 & 8 ☺</u>
07/17/13 Wednesday	Ch 10 The Nervous System	Ch 10 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities.
07/18/13 Thursday	Ch 11 Special Senses: The Eyes and Ears	Ch 11 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities. <u>50-point quiz over chapters 9 & 10. ☺</u>
07/23/13 Tuesday	Ch 12 The Integumentary System	Ch 12 Study chapter and complete the Learning Exercises at end of chapter. Listen to the vocabulary terms on the Audio CD. Complete the chapters StudyWARE™ activities.
07/24/13 Wednesday	Ch 13 The Endocrine System	Ch 13 Study chapter and complete the Learning exercises at end of chapter. Listen to the vocabulary terms on the Audio CD. Complete the chapter's StudyWARE™ activities. <u>50-point quiz over chapters 11 & 12. ☺</u>
07/25/13 Thursday	Ch 13 The Endocrine System	Ch 6 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities. Ch 13 Study chapters and complete the Learning exercises at the
07/30/13 Tuesday	Ch 14 The Reproductive Systems	Ch 14 Study chapter and complete the Learning exercises at the end of chapter. Listen to the chapter's vocabulary terms on the Audio CD. Complete the chapter's StudyWARE™ activities.
07/31/13 Wednesday	Ch 15 Diagnostic Procedures and Pharmacology	.Ch 15 Study chapter and complete the Learning exercises at the end of chapter. Listen to the chapter's vocabulary terms on the Audio CD. Complete the chapter's StudyWARE™ activities. <u>50-point quiz over chapters 13, 14 & 15. ☺</u>
08/01/13 Thursday	FINAL EXAM ☺	<u>Final is over ALL chapters and is worth 100 points</u>

Grading: A 50-point quiz will be given at the end of every 2 chapters.

Miscellaneous: Students are encouraged to utilize their personal practice/study CD's that come with their books and do the Learning Exercises at the end of each chapter Ch 6 Study chapters and complete the Learning Exercises. Listen to the chapter's vocabulary terms on the Audio CD. Complete each chapter's StudyWARE™ activities.

Medical Terminology- AHP 100
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CRN 30197
3 Units

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This course of study is designed to develop competency in the accurate use of medical vocabulary to include anatomy, physiology, diseases, and descriptive terms to prepare students for entry-level positions as medical transcribers, clinical editors, health insurance processors, patient administration specialists and anyone going into a nursing program.

Testing:

Every student is responsible for taking all examinations. THERE ARE NO MAKE UPS unless prior arrangements are made with the instructor.

Grading System:

A= 90%-100% of points possible

B= 80%-89% of points possible

C= 70%- 79% of points possible (minimal requirement to pass this class)

D= 60%- 69% of points possible

F= 59% or less of points possible

Attendance Policy:

Be on time! Class will be held every Tuesday, Wednesday & Thursday from 1230 – 1535.

Students are required to attend all classes. Missing 2 or more classes will be grounds for being dropped. Tardiness will be counted as an absence after the third incident, regardless of time missed. Leaving early counts as a tardy.

DO NOT RELY ON ANYONE ELSE; PROTECT YOUR RECORDS. I may not drop you for nonattendance. You are responsible for all classes for which you register. Do not assume you will be dropped for nonattendance. The failing grades you receive will not be changed because you quit attending.

Deadline to drop this course with a “W” is 07/23/13. DO NOT WAIT until this deadline to drop. Some fall on days when the College is closed. If you have problems, no one will be available to assist and exceptions will not be made because you did not drop on time.

Student Learning Outcomes:

The student learning outcomes for the class will be:

1. build many medical words from Greek and Latin prefixes, suffixes, word roots, and combining forms. (ILO1, ILO2)
2. define medical words by analyzing Greek and Latin parts. (ILO1, ILO2)
3. spell medical words correctly. (ILO1, ILO2)
4. recall acceptable medical abbreviations that represents phrases and terms. (ILO1, ILO2)

Classroom disturbances:

Please turn off cell phones and pagers before coming to class. If your job or family situation requires constant contact, use the vibrating device on your phone or pager. Students who do not comply will be asked to leave the room for the day.

Cheating policy:

Students caught cheating or attempting to cheat on exams will be given a zero for that exam. The student may also be referred to the Dean of Instruction for further discipline. Cheating includes, but is not limited to, looking at another student's papers, minimized cheat sheets, speaking out answers or questions, the use of open books or notes, finger spelling in sign language or by notes written on the skin.

Disabled Student Programs and Services (DSP&S) statement:

If applicable, any student with a documented disability who may need educational accommodations should notify their Instructor(s) and the Disabled Student Programs and Services (DSP&S) office as soon as possible. Otherwise, your examinations could be delayed.

Request for Accommodation of Disabilities at DSP&S
Health Science Building, Room 2117
760-355-6312
TDD (760) 355-4174

Imperial Valley College does not discriminate in the admission nor in the offering of programs and activities because of ethnic group identification, national origin, age, gender, race, color, medical condition, Vietnam era status, ancestry, sexual orientation, marital status, or physical or mental disability, or because he or she is perceived to have one or more of those characteristics.

Standards and procedures may refer to the College Catalog or website.