



IMPERIAL VALLEY COLLEGE

AHP100 CRN230135

Basic Course Information

Semester:	Summer 2021	Instructor Name:	Terrie Sullivan, RN, MSN/Ed
Course Title & #:	AHP100 Medical Terminology	Email:	terrie.sullivan@imperial.edu
CRN #:	30135	Webpage (optional):	
Classroom:	online	Office #:	I will not be on campus during the Summer Session. Will be available via email and Pronto
Class Dates:	June 21- July 29, 2021	Office Hours:	online
Class Days:	online	Office Phone #:	
Class Times:	online	Emergency Contact:	760-355-6428 Nursing Office
Units:	3	Class Format:	online

Course Description

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. (CSU)

Course Prerequisite(s) and/or Corequisite(s)

none

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

- ❖ Build medical words from Greek and Latin prefixes, suffixes, word roots, and combining forms as measured by a comprehensive final exam and the class average passing at 70% or higher.

Course Objectives

On completion of this course the student will:

1. Be able to identify, spell, and define medical terms related to the diagnosis, pathology, and treatment of the major body systems.
2. Have a working knowledge of terminology related to:
3. Principal systems and planes of the body
4. Disorders and descriptive terms of the integumentary system
5. Disorders, articulation joints & terms of the skeletal system
6. Disorders & descriptive terms of the muscular system
7. Disorders & descriptive terms of the nervous system
8. Disorders & descriptive terms of the special senses
9. Disorders & descriptive terms of the cardiovascular system
10. Disorders & descriptive terms of the lymphatic system
11. Disorders & descriptive terms of the respiratory system



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12. Disorders & descriptive terms of the digestive system
13. Disorders & descriptive terms of the urinary system
14. Disorders & descriptive terms of the reproductive system

Textbooks & Other Resources or Links

MindTap Medical Terminology, 2 term (12 months) Printed Access Card for Ehrlich/Schroeder's Medical Terminology for Health Professions, 8th. Digital format is the only required format.
ISBN: 9781305634442



Course Grading Based on Course Objectives

During the 2021 Summer Session, AHP 100 is offered as an online class.

A student shall treat this course like a job.

There will be:

- ❖ Homework: Chapter assignments in MindTap (points are assigned by the activity) overall percentage (100 points)
- ❖ Chapter discussions (10 points each)
- ❖ Weekly Exams (50-75 points each)
- ❖ 1 Final Exam (100 points)

Classroom work:

The student is expected to log into the class at least 3-4 times per week.

Tests: There will be exams covering the topics reviewed online in the weekly modules. They will be taken in Canvas.

THERE ARE NO MAKE-UP EXAMS REGARDLESS OF EXCUSE.

Assignments: There will be homework assignments from the required MindTap (Cengage) online site. These assignments will be outlined in Canvas. The assignment will cover the topics discussed in modules and on MNL.

Late work will be accepted with a 10% deduction per day, until Sunday at 1159pm of the week. After Monday late work will not be accepted.

Online and Hybrid courses must demonstrate compliance with the IVC [Regular and Effective Contact Policy for Distance Education](#).

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

What if I need to borrow technology or access to WIFI?



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1. To request a loaner laptop, MYFI device, or other electronic device, please submit your request here: <https://imperial.edu/students/student-equity-and-achievement/>
2. If you'd like access the WIFI at the IVC campus, you can park in parking lots "I & J". Students must log into the IVC student WIFI by using their IVC email and password. The parking lots will be open Monday through Friday from 8:00 a.m. to 7:00 p.m.

Guidelines for using parking WIFI:

- Park in every other space (empty space BETWEEN vehicles)
- Must have facemask available
- For best reception park near buildings
- Only park at marked student spaces
- Only owners of a valid disabled placard may use disabled parking spaces
- Only members of the same household in each vehicle
- Occupants MUST remain in vehicles
- Restrooms and other on-campus services not available
- College campus safety will monitor the parking lot
- Student code of conduct and all other parking guidelines are in effect
- Please do not leave any trash behind
- No parking permit required

If you have any questions about using parking WIFI, please call Student Affairs at 760- 355-6455.

IVC Student Resources

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

Anticipated Class Schedule/Calendar

*****Subject to change without prior notice*****

Below is the projected schedule of weekly activities and assignments that will assist you in meeting the course objectives and the course Student Learning Outcomes.

Weekly Modules assignments, exams discussions, etc. open on Sunday am and are due on Friday by 1100pm

Please review carefully and often as the list includes required reading, estimated exam dates, assignments with due dates, etc. Finally, complete assigned reading prior to class date.

WEEK 1

- **Complete FIRST DY ATTENDANCE check in located in the discussions**
- **Complete Getting Started module Quiz**
- Chapter 1 Introduction to Medical Terminology
- Chapter 2 The Human Body in Health and Disease
- Assignment: Study Chapter 1 & 2 and complete the Learning Exercises in MindTap
- Complete the Assignment in MindTap **DUE Friday June 25th , 1100pm**
- Participate in the discussion question of the week **DUE Friday June 25th , 1100pm**
- **Complete EXAM #1 DUE Friday June 25th , 1100pm**



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WEEK 2

- Chapter 3 The Skeletal System
- Chapter 4 The Muscular System
- Chapter 5 The Cardiovascular System
- Complete the Assignment #3-5 in the MindTap **DUE Friday July 2nd, 1100pm**
- Participate in the discussion questions of the week **DUE Friday July 2nd, 1100pm**
- **Complete EXAM #2 DUE Friday July 2nd, 1100pm**

WEEK 3

- Chapter 6 The Lymphatic and Immune Systems
- Chapter 7 The Respiratory System
- Chapter 8 The Digestive System
- Complete the Assignment #6-8 in MindTap **DUE Friday July 9th, 1100pm**
- Participate in the discussion questions of the week **DUE Friday July 9th, 1100pm**
- **Complete EXAM #3 DUE Friday July 9th, 1100pm**

WEEK 4

- Chapter 9 The Urinary System
- Chapter 10 The Nervous System
- Chapter 11 Special Senses: The Eyes and Ears .
- Complete the Assignment #9-11 in MindTap **DUE Friday July 16th, 1100pm**
- Participate in the discussion question of the week **DUE Friday July 16th, 1100pm**
- **Complete EXAM #4 DUE Friday July 16th, 1100pm**

WEEK 5

- Chapter 12 Skin: The Integumentary System
- Chapter 13 The Endocrine System
- Chapter 14 The Reproductive Systems
- Complete the Assignment #12-14 in MindTap **DUE Friday July 23rd, 1100pm**
- Participate in the discussion questions of the week **DUE Friday July 23rd, 1100pm**
- **Complete EXAM #5 DUE Friday July 23rd, 1100pm**

Week 6

Final Exam Due Thursday July 29th. This is the last day of the class.