

Imperial Valley College
AHP:100 Medical Terminology
Spring 2014

Instructor: Ms. Ida Obeso RN BSN

Email: ida.obeso@imperial.edu

Room 2131 (Nursing Department)

Class Meetings: FRIDAY 08:15-11:15 am.

Textbook Required:

Ann Ehrlich; Carol L. Schroeder (2012). *Medical Terminology for Health Professions* (7/e). Cengage Learning. ISBN: 9781111543273

Student Learning Outcomes:

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

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)

Student Learning Activities will include:

1. Chapter readings and written assignments as assigned
2. Quizzes and examinations as assigned with at least 70% passing.
3. Use of Blackboard as instructed.

Chapter reading and written assignments are to be completed *before* class. Students must bring the textbook with them for each class session. Class time will be devoted to discussing content, presenting enrichment materials, answering student questions, and engaging in additional learning activities.

I rely heavily on Blackboard. You must have an Internet connection and access to computer to complete assignments, and quizzes online. It is **NOT** recommended that you use your smart phone to complete assignments or quizzes. Blackboard has a hard time recognizing phones as computers. Always refer to blackboard with questions that may arise.

All Chapter Assignments: Study Chapter and Complete the Learning Exercises.

Optional: Listen to the Chapter vocabulary terms on the audio CD.

Optional: Complete the Chapter StudyWARE™ activities

| | |
|----------------|---|
| <u>Week 1</u> | Chapter 1 Introduction to Medical Terminology Chapter 2 The Human Body in Health & Disease |
| <u>Week 2</u> | Chapter 3 The Skeletal System |
| <u>Week 3</u> | Chapter 4 The Muscular System |
| <u>Week 4</u> | Chapter 5 The Cardiovascular System |
| <u>Week 5</u> | Chapter 6 The Lymphatic and Immune System |
| <u>Week 6</u> | Chapter 7 the Respiratory System |
| <u>Week 7</u> | Chapter 8 The Digestive System |
| <u>Week 8</u> | <i>Midterm Examination</i> **Chapters 1-8** in class |
| <u>Week 9</u> | Chapter 9 The Urinary System |
| <u>Week 10</u> | Chapter 10 The Nervous System |
| <u>Week 11</u> | Chapter 11 The Special Senses The Eyes and Ears |
| <u>Week 12</u> | Chapter 12 The integumentary System |
| <u>Week 13</u> | Chapter 13 The Endocrine System |
| <u>Week 14</u> | Chapter 14 The Reproductive System |
| <u>Week 15</u> | Chapter 15 Diagnostic Procedures, Nuclear Medicine, and Pharmacology |
| <u>Week 16</u> | <i>Final Examination</i> **Chapters 9-15** in class |

Evaluation Methods

Quizzes 13 @ 10 points each= 130
Homework 14 @ 10 points each= 140
Attendance@5 points/16 weeks=80
MidTerm 100 points
Final 100 points

Grading:

A=550-495 points
B=494-440 points
C=439-385 points
D= 384-330 points
F= 329-0 points

Attendance and Administrative Withdrawals

A student who fails to attend the first meeting of a class will be dropped by the instructor from that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week (3) may be dropped. It is your responsibility to drop from class, so that it will not appear on your transcripts.

General Expectations and Guidelines

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class unless otherwise directed by the instructor. **ALL electronic items will be put away during tests or quizzes in class.**
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Academic Honesty

- Plagiarism is to take and present as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to correctly 'cite a source', you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials, or assisting others in using materials, which are prohibited or inappropriate in the context of the academic assignment in question. Anyone caught cheating will receive a zero (0) on the exam or assignment and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to

the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following:

- plagiarism
- copying or attempting to copy from others during an examination or on an assignment;
- communicating test information with another person during an examination;
- allowing others to do an assignment or portion of an assignment
- use of a commercial term paper service

Additional Help

- Blackboard support center:
<http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- Learning Labs: There are several ‘labs’ on campus to assist you through the use of computers, tutors, or a combination. Please consult your college map for the Math Lab, Reading & Writing Lab, and Learning Services (library). Please speak to the instructor about labs unique to your specific program
- Library Services: There is more to our library than just books. You have access to tutors in the learning center, study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6312 if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.