Course Outline

Course Number: MA-110
Title: Medical Terminology
Date Approved: 12/7/2018

Credits: 4
Length of Course: 44

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Grading Method: A-F Only
Prerequisites: None
Co-requisites: None
Recommended: None
Required: None

This course does not include accessible General Education outcomes.

Related Instruction Area: None
Uses Library Resources: Yes

Department: HTHS
Outline Developed by: Karen Maynard
Course Approved as: Career Technical Preparatory

Course Description:
This course provides the foundational principles required for understanding medical terms used to communicate effectively within the healthcare field. This includes word meaning and discerning the difference between look-alike and sound-alike words through correct spelling and pronunciation. Students will develop the ability to read and comprehend the content of medical records and reports. Through the review of body systems this course includes introductions to disease processes, basic anatomy and physiology and associated terminology. This course is required prerequisite for Medical Assistant and Clinical Laboratory Assistant students.

Student Learning Outcomes:
Upon successful completion of this course, students should be able to:
1. define medical terms and abbreviations related to medical procedures and body systems;
2. demonstrate correct pronunciation of common medical terms;
3. demonstrate correct spelling when writing medical terms;
4. discern between sound alike and look–alike terms;
5. demonstrate knowledge of commonly accepted medical symbols and abbreviations;
6. identify medical terms by labeling word affixes: prefixes, suffixes, root words, and combining forms;
7. describe structural organization of the human body and identify body systems;
8. interpret the meaning of medical terminology used in medical reports.

Major Topic Outline:
1. Introduction to medical terminology
2. Building a medical word
   a. Root words
   b. Suffixes
   c. Prefixes
   d. Combining forms
   e. Accepted acronyms and abbreviations
3. Human health and disease
4. Medical terms by review of body systems
   a. Skeletal
   b. Muscular
   c. Cardiovascular
   d. Lymphatic & immune
   e. Endocrine
   f. Nervous system
   g. Special senses: eye & ears
   h. Respiratory
   i. Digestive
   j. Urinary
   k. Reproductive
   l. Vascular
   m. Pharmacology