

# Medical Terminology

## BIOL280

### Fall 2021

## Bethany Lutheran College

Dr. Allison A. Petzel, PT, OCS  
apetzel@blc.edu

### Textbooks/Online Access

*Medical Terminology Systems: A Body Systems Approach (8<sup>th</sup> edition)* by Barbara Gyls and Mary Ellen Wedding

- hard copy, e-book, and Medical Language Lab ISBN: 978-0-8036-5867-7
- e-book and Medical Language Lab ISBN: 978-0-8036-6112-7
- If you purchase a hard copy of the you book, you need to order a new copy so you have an access code to Medical Language Lab 2.0 (I will send out information to receive a discount through the publishing company)

**Medical Language Lab Class ID:** 36AD64F32F

### Catalog Description

A self-guided study of the prefixes, suffixes, and roots involved in the language of medicine used by healthcare professionals. The course will include real-world examples and case study applications in addition to interest-specific research to aid in application of the terminology in health care settings. This is a 3 credit course, expected time/week is 3-5 hours.

### Student Learning Objectives/Outcomes

**Objective 2:** To improve critical thinking skills by deciphering the context of the medical terminology and applying it to the situation at hand.

**Objective 5 & 9:** To fully prepare students who are interested in pursuing careers in health care to read, utilize, and understand medical definitions.

**Objective 6:** To apply knowledge of the Latin roots used in combination to form medical terms.

### Online Procedures and Course Expectations

Each week, course content will be available from 12:01 a.m. CT Monday and all assignments for that week will need to be submitted by 11:59 p.m. CT the following Sunday. The next week's content will open on Mondays at 12:01 am.

There will be initial discussion board postings due each week by **Thursday at 11:59 pm** involving the content you are studying that week. You must also respond to 2 other discussion board posts to receive full points for that part of the assignment. Your responses will be due by **11:59 on Sundays**. See the student grading section for specifics on the DB posts and responses

as well as the course schedule for due dates. The course schedule has specifications on what is due each week, when it is due, and where to find the information/assignment.

You are expected to check your BLC email and the announcements section on Moodle to stay on top of the reminders and expectations for the course. This is especially important if you are a high school student who doesn't regularly check your BLC email. You should be checking this at least 1-2x/week. This will be the easiest way for me to communicate with you regarding your assignments.

The Midterm and Final exams are proctored exams – taken in the BLC ARC or under the supervision of a proctor in your high school or via a zoom meeting. Specific information about the midterm and final will be given as it gets closer to those dates. Options for testing may vary due to the learning model utilized at the time of the exams. Due to needing to accommodate proctoring times, the exams will be available Monday-Friday of each test week. This means the deadlines will be earlier than the Sunday at 11:59 pm. See the syllabus for specific information.

### **Student Grading**

Each chapter will have a specific discussion board post, which will be worth 2 points. You will also need to respond to 2 posts of your classmates (1 point for each response). Your initial post should be at least **150 words**, with your response to your classmates being at least **75 words**. In your response to your classmates, be sure to include what you learned from reading their topic. A reply similar to “Sally, that was a great post, thank you for sharing that information with me.” Will not receive any points. You will also need to complete the activities (in MLL) for each chapter, including the sections, “read, watch, critical listening, response, generation, and practice.” If you complete all of the activities in each chapter, you will receive 16 points for the chapter. The MLL is based on a completed/not completed grade. That plus the 4 points for the discussion board equal 20 points/chapter, for 320 points for the work done in medical language lab. There are 16 weekly assignments (found on Moodle), each totaling 10 points. There are 2 projects during the course of the semester, each totaling 30 points. The midterm test will be worth 40 points. There will be a final exam (cumulative) during the last week of the semester; this will be worth 80 points. There will be 660 total points for the class. **There will be no options for extra credit points and late assignments are not accepted. Be sure to check the schedule at the end of the syllabus for the specific due dates each week.** The pretest that will be completed at the beginning of the semester is ungraded, but still needs to be completed. Be sure to look at the information regarding the class projects early in the semester. There are due dates for topics due earlier than the actual assignment is due. If you do not submit your topics on time, you will miss out on points for the semester.

**LATE ASSIGNMENTS WILL RECEIVE 0 POINTS.** You are expected to follow the schedule given for the class. In order to be successful in this class, you will need to be self-sufficient and independent in your studying and submission of the materials. There will not be reminders of due dates and deadlines, you are expected to be responsible adults who can submit assignments by the deadlines that have been laid out in the schedule.

### **Office Hours**

Since this is an online course, all questions will be addressed via email or discussion board. All emails will be responded to within 24 hours.

### **Late Assignments**

**Late Assignments will not be accepted.** The weekly course content will be due at 11:59 p.m. CST on the specified dates. The entire semester's course content can be found on the class schedule. If content is not submitted, the student will receive a 0 for that specific assignment (or assignments). **No make ups or extra credit options will be available.**

### **Biology Major Program Goal**

To provide a solid framework of biological knowledge from molecular, cellular, organismal, and ecological content areas that will enable graduates to pursue additional study of biology or a vocation in the biological sciences or related fields.

### **Learning Outcomes of the Biology Major**

**Outcome 1:** Exhibit knowledge of the basic structures, fundamental processes and relationships of life at the molecular, cellular, and organismal levels.

**Outcome 2:** Demonstrate proficiency in the language and terminology of biology and effectively communicate biological knowledge, and ideas.

**Outcome 3:** Find and evaluate various types of scientific information such as quantitative data, qualitative data, and that found within research journals, mass media, and the world-wide web.

**Outcome 4:** Demonstrate proficiency of basic lab techniques and use of scientific instrumentation.

### **Exercise Science Learning Objectives**

**Objective 1:** Demonstrate competency in health and fitness testing, and measurements of individuals.

**Objective 2:** Appropriately assess, design and implement fitness programs for all individuals.

**Objective 4:** Interpret appropriate research and apply it to the practice of exercise science.

### **Nursing Learning Objectives**

**Objective 1:** Synthesize knowledge and evidence from the liberal arts and sciences to facilitate critical thinking and clinical decision making in professional nursing practice.

**Objective 5:** Participate in and use research to inform nursing care practices and make clinical judgments.

**Objective 6:** Utilize a critically reflective thinking process to evaluate evidence-based nursing decisions in the design, implementation, and evaluation of plans for enhancing health of individuals, families, communities, and populations.

**Objective 7:** Utilize technology and informatics across the continuum of care to enhance outcomes for individuals, families, communities, and populations.

**Objective 10:** Evaluate effectiveness of verbal and written communication in the achievement of health care outcomes for individuals, families, communities, and populations.

**Objective 17:** Provide appropriate patient teaching that reflects developmental stage, age, culture and patient preferences to foster patient engagement in health care.

### **Academic Integrity Policy**

The Academic Honor Code of Bethany Lutheran College is as follows:

Based upon truths that human beings are gifted with reason and other intellectual abilities above all creatures, and that the moral law of God applies equally to all people, Bethany Lutheran College encourages personal academic integrity and respect for the intellectual work and influence of others.

Therefore, members of the Bethany Lutheran College community are committed to academic honesty. They will not intentionally violate the requirements of an assignment nor intentionally fail to credit sources. They will complete all assignments and examinations according to the requirements set forth by the professors and submit work that is theirs alone.

Students who fail to exercise academic integrity as they complete an assignment will be given a 0% grade for the assignment, will be required to meet with the professor to discuss steps that will be taken to ensure integrity moving forwards, and the violation will be reported to the Vice President of Academic Affairs. A second Academic Integrity violation will result in a failing grade in the course.

### **Policy for Assisting Students with disabilities**

Bethany Lutheran College is committed to providing access and reasonable accommodations for students with disabilities. Reasonable accommodations are determined after consultation with the student and a thorough review of the student's documentation. Students must provide the coordinator of the Academic Resource Center (ARC) with appropriate disability documentation. The ARC coordinator will review the documentation and determine if the student qualifies for an Academic Resource Plan (ARP). It is the responsibility of the student to share the ARP with instructors so appropriate accommodations can be implemented in a timely manner. For more information, please visit the BLC Disability Services web page.

### **Netiquette Policy**

Students at Bethany Lutheran College are expected to demonstrate professionalism, respect, and politeness in all of their electronic communications (audio, video, and in writing) in online courses.

- Professionalism: Online communication should consist of quality academic speaking and writing submitted on time.
- Respect: Online communications should observe boundaries, recognizing that different students are going to have different valid viewpoints. Disagreements will happen, but should be handled with sensitivity, a focus on evidence and

reasoning, and critical thinking.

□ Politeness: Students should aim to make online communication pleasant for everyone involved, taking care to communicate with an informative (not confrontational) tone and to interpret the tone and messages of others in a positive way.

**The instructor reserves the right to modify, amend this syllabus at any time, including the course calendar, assignments, and grade weights.**

## Course Schedule/Outline

Week	Chapters	Assignments
Week 1 8/24 – 8/29	1 – Basics Elements	<ul style="list-style-type: none"> <li>• Pretest due 8/26 (MLL)</li> <li>• Syllabus quiz due 8/26 (Moodle)</li> <li>• Discussion Board (DB) due 8/26 (Moodle)</li> <li>• No Discussion Board Response due this week</li> <li>• Chp 1 Medical Language Lab (MLL) exercises due 8/29</li> <li>• Chp 1 assignment (Moodle) due 8/29</li> </ul>
Week 2 8/30 – 9/5	2 – Suffixes	<ul style="list-style-type: none"> <li>• DB chp 2 due 9/2 (Moodle)</li> <li>• DBR chp 2 due 9/5 (Moodle)</li> <li>• Chp 2 (MLL) exercises due 9/5</li> <li>• Chp 2 assignment (Moodle) due 9/5</li> </ul>
Week 3 9/6 – 9/12	3 - Prefixes 4 – Body Structure	<ul style="list-style-type: none"> <li>• DB chp 3 due 9/9 (Moodle)</li> <li>• DB chp 4 due 9/9 (Moodle)</li> <li>• DBR chp 3 due 9/12 (Moodle)</li> <li>• DBR chp 4 due 9/12 (Moodle)</li> <li>• Chp 3 (MLL) exercises due 9/12</li> <li>• Chp 3 (MLL) exercises due 9/12</li> <li>• Chp 3 assignment (Moodle) due 9/12</li> <li>• Chp 4 assignment (Moodle) due 9/12</li> </ul>
Week 4 9/13 – 9/19	5 - Integumentary 6 - Digestive	<ul style="list-style-type: none"> <li>• DB chp 5 due 9/17 (Moodle)</li> <li>• DB chp 6 due 9/17 (Moodle)</li> <li>• DBR chp 5 due 9/19 (Moodle)</li> <li>• DBR chp 6 due 9/19 (Moodle)</li> <li>• Chp 5 (MLL) exercise due 9/19</li> <li>• Chp 6 (MLL) exercises due 9/19</li> <li>• Chp 5 assignment (Moodle) 9/19</li> <li>• Chp 6 assignment (Moodle) due 9/19</li> </ul>

		<ul style="list-style-type: none"> <li>• Project 1 topic due by 11:59 on 9/19 (submitted via email)</li> </ul>
Week 5 9/20 – 9/26	7 - Respiratory	<ul style="list-style-type: none"> <li>• DB chp 7 due 9/23 (Moodle)</li> <li>• DBR chp 7 due 9/26 (Moodle)</li> <li>• Chp 7 (MLL) exercises due 9/26</li> <li>• Chpt 7 assignment (Moodle) due 9/26</li> </ul>
Week 6 9/27 – 10/3	8 - Cardiovascular	<ul style="list-style-type: none"> <li>• DB chp 8 due 9/30 (Moodle)</li> <li>• DBR chp 8 due 10/3 (Moodle)</li> <li>• Chp 8 (MLL) exercises due 10/3</li> <li>• Chp 8 assignment (Moodle) due 10/3</li> </ul>
Week 7 10/4 – 10/10	9 – Blood, Lymph, and Immune	<ul style="list-style-type: none"> <li>• DB chp 9 due 10/7 (Moodle)</li> <li>• DBR chp 9 due 10/10 (Moodle)</li> <li>• Chp 9 (MLL) exercises due 10/10</li> <li>• Chp 9 assignment due 10/10</li> </ul>
Week 8 <b>10/11 – 10/15</b> **		Midterm due 10/15 (Moodle - 40 points matching, short answer, multiple choice) Project #1 due 10/15
Week 9 10/18 – 10/24	10 - Musculoskeletal	<ul style="list-style-type: none"> <li>• DB chp 10 due 10/21 (Moodle)</li> <li>• DBR chp 10 due 10/24 (Moodle)</li> <li>• Chp 10 (MLL) exercises due 10/24</li> <li>• Chp 10 assignment (Moodle) due 10/24</li> </ul>
Week 10 10/25 – 10/31	11 - Urinary	<ul style="list-style-type: none"> <li>• DB chp 11 due 10/28 (Moodle)</li> <li>• DBR chp 11 due 10/31(Moodle)</li> <li>• Chp 11 (MLL) exercises due 10/31</li> <li>• Chp 11 assignment (Moodle) due 10/31</li> <li>• Project 2 topic/individual due 10/31 (submitted via email)</li> </ul>
Week 11 11/1 – 11/7	12 – Female Reproductive 13 – Male Reproductive	<ul style="list-style-type: none"> <li>• DB chp 12 due 11/4 (Moodle)</li> <li>• DB chp 13 due 11/4 (Moodle)</li> <li>• DBR chp 12 due 11/7 (Moodle)</li> <li>• DBR chp 13 due 11/7 (Moodle)</li> <li>• Chp 12 (MLL) exercises due 11/7</li> <li>• Chp 13 (MLL) exercises due 11/7</li> <li>• Chp 12 assignment (Moodle) due 11/7</li> <li>• Chp 13 assignment (Moodle) due 11/7</li> </ul>
Week 12 11/8 – 11/14	14 - Endocrine	<ul style="list-style-type: none"> <li>• DB chp 14 due 11/11 (Moodle)</li> <li>• DBR chp 14 due 11/14 (Moodle)</li> <li>• Chp 14 (MLL) exercises due 11/14</li> <li>• Chp 14 assignment (Moodle) due 11/14</li> </ul>
Week 13 11/15 – 11/21	15 – Nervous 16 – Special senses	<ul style="list-style-type: none"> <li>• DB chp 15 due 11/18 (Moodle)</li> <li>• DB chp 16 due 11/18 (Moodle)</li> <li>• DBR chp 15 due 11/21 (Moodle)</li> <li>• DBR chp 16 due 11/21 (Moodle)</li> <li>• Chp 15 (MLL) exercises due 11/21</li> </ul>

		<ul style="list-style-type: none"> <li>• Chp 16 (MLL) exercises due 11/21</li> <li>• Chp 15 assignment (Moodle) due 11/21</li> <li>• Chp 16 assignment (Moodle) due 11/21</li> </ul>
<b>Week 14</b> <b>11/22 – 24**</b>		<ul style="list-style-type: none"> <li>• Project #2 due 11/24 (WEDNESDAY)</li> </ul>
<b>Week 15</b> <b>11/29 – 12/3**</b>	Final Exam	<ul style="list-style-type: none"> <li>• Final Exam (Moodle) – Due 12/3 at 11:59 pm (80 points cumulative, matching, short answer, multiple choice)</li> </ul>

\*\*\* All assignments are due at 11:59 pm CST of the listed date \*\*\*