

MASTER COURSE OUTLINE

A. BUSO 1668 Medical Terminology

B. COURSE DESCRIPTION:

This course introduces the building of medical words including prefixes, suffixes, combining forms from Greek and Latin word parts, and the rules for connecting them to form medical terms. Definition and spelling of word roots, prefixes, and suffixes is emphasized. Emphasis is placed on spelling and defining medical words. A foundation is created for the continued development of medical vocabulary. This course presents 600 component medical word parts and their use in building and interpreting medical terminology related to each body system. Medical abbreviations are also presented for each medical specialty. This course is part of the Associate in Applied Science Medical Administrative Assistant degree which is accredited by the Accreditation Council for Business Schools and Programs (ACBSP).
(2 Cr – 1 lect, 1 lab)

C. **Core Theme: Critical Thinking

D. MAJOR CONTENT AREAS:

- Medical word components (prefix, suffix, word root) parts
- Medical or health science term, identify its use
- Medical or health science definition, identify its term
- Medical specialties
- Component parts of medical terms for proper use
- Structural organization terminology
- Directional terms and planes of the body

E. GOAL TYPE, OBJECTIVES AND OUTCOMES:

<u>GOAL TYPE</u>	<u>OBJECTIVES</u>	<u>OUTCOMES</u>
** <u>Critical Thinking</u>	Students will be able to gather factual information and apply it to a given problem in a manner that is relevant, clear, comprehensive, and conscious of possible bias in the information selected.	The student will successfully <ol style="list-style-type: none"> 1. complete tests that emphasize correct spelling and definition of medical words. 2. complete test to measure accurate spelling. 3. complete test to write the meaning of medical

		abbreviations for specialty, diagnostic, surgical, and body system abbreviations.
CS	demonstrate the use of word parts-prefix, suffix, word roots and combining vowels as a foundation of words in body systems.	1. define, read, write, and interpret medical terms in medical documents and reports.
CS	use medical terminology to study disease conditions using information on signs and symptoms for all body systems.	1. write documents about medical history, current disease topics, and medical/ethical/legal issues using correct grammar and punctuation and reference materials. 2. read medical reports, case studies and/or chart notes.

F. SPECIAL INFORMATION:

This course may require use of the Internet, the submission of electronically prepared documents and the use of a course management software program. Students who have a disability and need accommodations should contact the instructor or the Student Success Center at the beginning of the semester. This information will be made available in alternative format, such as Braille, large print, or current media, upon request. The lease or purchase of a laptop is required for this course.

G. COURSE CODING INFORMATION:

Course Code D/Class Maximum 30; Letter Grade

Revision date: 12/18/12

AASC Approval date: 01/22/13

*Riverland Community College Disciplines	MnTC Goal Number
Communication (CM)	1
Natural Sciences (NS)	3
Mathematics/Logical Reasoning (MA)	4
History and the Social & Behavioral Sciences (SS)	5
Humanities and Fine Arts (HU)	6

**Riverland Community College Core Themes	MnTC Goal Number
Critical Thinking (CT)	2
Human Diversity (HD)	7
Global Perspective (GP)	8
Ethical and Civic Responsibility (EC)	9
People and the Environment (PE)	10

*These five MnTC Goals have been identified as Riverland Community College Disciplines.

** These five MnTC Goals have been identified as Riverland Community College Core Themes.

NOTE: The Minnesota Transfer Curriculum “10 Goal Areas of Emphasis” are reflected in the five required discipline areas and five core themes noted in the Riverland Community College program of study guide and/or college catalog.

Riverland