

LABETTE COMMUNITY COLLEGE BRIEF SYLLABUS

SPECIAL NOTE:

This brief syllabus is not intended to be a legal contract. A full syllabus will be distributed to students at the first class session.

TEXT AND SUPPLEMENTARY MATERIALS USED IN THE COURSE (if any):

Please check with the LCC bookstore <http://www.labette.edu/bookstore> for the required texts for this class.

<u>COURSE NUMBER:</u>	OTEC 124
<u>COURSE TITLE:</u>	MEDICAL TERMINOLOGY
<u>SEMESTER CREDIT HOURS:</u>	3
<u>DEPARTMENT:</u>	Business Administrative Technology
<u>DIVISION:</u>	Career Technical Education
<u>PREREQUISITE:</u>	None

COURSE DESCRIPTION:

Presents basic concepts and elements of medical terms pertaining to the study of the human body, and assists in the development of the ability to read and understand the language of medicine. This course will introduce the basic elements of medical terminology such as prefixes, suffixes, word roots and combination forms. Commonly used abbreviations will also be addressed.

COURSE OUTCOMES AND COMPETENCIES:

Students who successfully complete this course will be able to:

1. Understand the structure of medical terms.

- Master the fundamentals of word analysis.
- Learn the best methods for assimilating word meanings.
- Pronounce, spell, and define medical terms organized by body systems.

2. Differentiate types of medical terms and the relationship among terms.

- Understand relationships among illness, diagnostic, procedural terms.
- Master the terms, words, phrases, and symbols that describe the human body in its various states of health and disease, including essential anatomical terms.
- Build words using root words, prefixes, suffixes, and combining forms.

3. Analyze and interpret medical communications used to document health care.

- Develop an ability to read and understand the language of medicine.
- Develop an ability to write in the language of medicine.
- Develop an ability to relay information from lay terms into medical terminology and vice-versa.