



**Grande Prairie Regional College**

**Unit Clerk Certificate Program**

**Department: Nursing**

**OA 2511**

**Medical Terminology**

**Winter 2009**

Developed by:  
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Winter 2007  
Revised by:  
Deena Honan RN  
Winter 2009

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## **Course Description**

### **OA 2511 Medical Terminology (3-0-0) 45 hours**

This course provides you with a background in medical terminology. It will assist you to recognize medical words by identifying Greek and Latin prefixes and suffixes. Students will also learn root words and combining forms. It will assist you to correctly pronounce medical terms and to recall and interpret medical abbreviations. An introduction to the structure and function of anatomy, organs and body systems will also be introduced.

## **Course Objectives**

*Upon successful completion of this course, the student will be able to:*

1. Discuss four parts to medical terms
2. Describe root words and combining forms
3. Identify common medical terms and abbreviations
4. Discuss the organization of the body in terms of cells, tissues, organs and systems
5. List the major organs found in the twelve organ systems
6. List body cavities and their contents
7. Discuss medical terminology, vocabulary, pathology, diagnostic and therapeutic medical terms related to each system: Integumentary, musculoskeletal, endocrine, cardiovascular, respiratory, digestive, urinary, lymphatic and hematic, reproductive, and nervous systems

## Required Resources

Leonard, P. C. (2007). *Quick and easy medical terminology* (5th ed.). St. Louis: Saunders.

## Assignments and Evaluation

All tests will occur during scheduled class time and consist of multiple choice, fill in the blank, and matching.

Quizams (10)	15%	(1.5% each)
Workbook	10%	
Exams (3)	75%	(25% each)

## Schedule

Week	
<b>1 (January 6)</b>	<b>Introduction, Course Outline, Chapter 1</b>
<b>2 (January 11)</b>	Chapter 2
<b>3 (January 21)</b>	Chapter 3
<b>4 (January 27)</b>	Chapter 4
<b>5 (February 3)</b>	Chapter 5
<b>6 (February 10)</b>	<b>Chapters 2-5 Exam</b>
<b>(February 17)</b>	<b>Reading Break</b>
<b>7 (February 24)</b>	Chapter 6
<b>8 (March 3)</b>	Chapter 7 and 8
<b>9 (March 10)</b>	Chapter 9
<b>10 (March 17)</b>	<b>Chapters 6 – 9 Exam</b>
<b>11 (March 24)</b>	Chapter 10
<b>12 (March 31)</b>	Chapter 11
<b>13 (April 7)</b>	Chapters 12, and 13 <b>Workbooks Due</b>
<b>14 (April 14)</b>	Chapter 14 and Review
<b>15 (April 21)</b>	<b>Chapters 10-14 Exam</b>

## **Delivery Modes**

The material will be presented in a lecture style with activities set up to practice the material covered. Please communicate with the instructor any misunderstandings or uncertainties about the material covered in class.

Regular classroom attendance is expected. Please do not be late. You are expected to read the assigned chapters before class.

## **Grading Conversion Chart**

<b>Alpha Grade</b>	<b>Designation</b>
A+	Excellent
A	Excellent
A-	First Class Standing
B+	First Class Standing
B	Good
B-	Good
C+	Satisfactory
C	Satisfactory
C-	Satisfactory
D+	Minimal Pass
D	Minimal Pass
F	Fail

## **Plagiarism**

The penalty for plagiarism is severe. It may result in expulsion of the program and the institution or may result in a failing grade.

Please refer to the GPRC website on plagiarism:

[www.gprc.ab.ca/pdf/policies/academic/studentmisconduct-plagiarismandcheating.pdf](http://www.gprc.ab.ca/pdf/policies/academic/studentmisconduct-plagiarismandcheating.pdf)