I. CATALOG INFORMATION

A. Discipline: NURSING SCIENCE

B. Subject Code and Number: NS M19

C. Course Title: Medical Terminology

D. Credit Course units:
   Units: 3
   Lecture Hours per week: 3
   Lab Hours per week: 0
   Variable Units: No

E. Student Learning Hours:
   Lecture Hours:
   Classroom hours: 52.5 - 52.5
   Laboratory/Activity Hours:
   Laboratory/Activity Hours 0 - 0
   Total Combined Hours in a 17.5 week term: 52.5 - 52.5

F. Non-Credit Course hours per week __________

G. May be taken a total of: □ 1 □ 2 □ 3 □ 4 time(s) for credit

H. Is the course co-designated (same as) another course: No □ Yes □
   If YES, designate course Subject Code & Number: __________

I. Course Description:

Prepares students for healthcare careers with a focus on understanding and communicating medical information. Teaches the language of medicine, focusing on medical terminology. Assists the student in learning medical terms related to anatomy, physiology, diseases, diagnoses, pharmacology, therapeutics and common abbreviations.

J. Entrance Skills

*Prerequisite: No □ Yes □ Course(s)

*Corequisite: No □ Yes □ Course(s)

Limitation on Enrollment: No □ Yes □

Recommended Preparation: No □ Yes □ Course(s)

Other: No □ Yes □
### K. Other Catalog Information:

Formerly HS M19.

### II. COURSE OBJECTIVES

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

<table>
<thead>
<tr>
<th></th>
<th>Methods of evaluation will be consistent with, but not limited by, the following types or examples.</th>
</tr>
</thead>
</table>
| 1 | apply defining methods of analysis to understand and communicate medical language. | Quizzes  
Written exams |
| 2 | apply defining methods of word building to understand and communicate medical language. | Quizzes  
Written exams |
| 3 | apply defining methods of memorization to understand and communicate medical language. | Quizzes  
Written exams |
| 4 | identify, communicate (verbal and written) and apply medical terms for  
- body organization  
- color  
- general drug terms, categories, and pharmacology terms related to oncology  
- plural endings for medical terms. | Quizzes  
Written exams |
| 5 | use the anatomic position as a point of reference to identify, communicate (verbal and written) and apply descriptive terms and abbreviations for body regions and quadrants. | Quizzes  
Written exams |
| 6 | use the anatomic position as a point of reference to identify, communicate (verbal and written) and apply descriptive terms and abbreviations for:  
- body directional terms  
- anatomic planes  
- body positions  
- body movements | Quizzes  
Written exams |
| 7 | understand, communicate (verbal and written) and apply medical terms and abbreviations in the medical language of medical specialties, specialist, and related words. | Quizzes  
Written exams |
| 8 | understand, communicate (verbal and written) and apply medical terms and abbreviations in the medical language of each of the body systems:  
- complementary terms: signs, symptoms  
- pharmacology terms: common and error-prone abbreviations and administrative routes | Quizzes  
Written exams |
| 9 | understand, communicate (verbal and written) and apply medical terms and abbreviations in the medical language of each of the body systems’ disease and disorders, including oncology disease and disorders and oncology complementary terms (signs, | Quizzes  
Written exams |
III. COURSE CONTENT

Estimated % | Topic |
---|---|
Lecture (must total 100%) | 20.00% Medical terms for body structures, positions, and directional terms; anatomic planes; abdominopelvic regions and quadrants; oncology disease and disorders; color |
| 80.00% Medical terms for each body system, including disease and disorders, surgical terms, diagnostics, related complementary, anatomic, physiologic, and pharmacologic terms. Body systems include: Integumentary, respiratory, urinary, male reproductive, female reproductive, obstetric, neonatal, cardiovascular, hematologic, immune, lymphatic, digestive, eye, ear, musculoskeletal, neurologic, behavioral, and endocrine systems |

IV. TYPICAL ASSIGNMENTS

A. Writing assignments

Writing assignments are required. Possible assignments may include, but are not limited to:

1. written review of simulated medical records.
2. written reflections on weekly readings from newspaper and journal articles or a topic posted on the online bulletin board related to medical terminology.
3. written evaluations of information provided on the Internet.
4. written assigned case study interpretation.

B. Appropriate outside assignments

Appropriate outside assignments are required. Possible assignments may include, but are not limited to:

1. assigned readings from text and other sources on ethical issues in health care.
2. cooperative group planning for oral presentations.
3. Library and Internet research on information pertaining to the cardiovascular system.

C. Critical thinking assignments

Critical thinking assignments are required. Possible assignments may include, but are not limited to:

1. participate in in-class or online debates on the key issues of the course, such as health concerns in the neurological system.
 Distance Education – When any portion of class contact hours is replaced by distance education delivery mode (Complete DE Addendum, Section XV)

Lecture/Discussion

Laboratory/Activity

Other (Specify) Socratic questioning
  Group projects
  Spelling bee
  Pronunciation bee
  Team quiz games
  Case studies

Optional Field Trips

Required Field Trips

V. METHODS OF INSTRUCTION

Methods of instruction may include, but are not limited to:

- Distance Education – When any portion of class contact hours is replaced by distance education delivery mode (Complete DE Addendum, Section XV)

- Lecture/Discussion

- Laboratory/Activity

- Other (Specify) Socratic questioning
  - Group projects
  - Spelling bee
  - Pronunciation bee
  - Team quiz games
  - Case studies

VI. METHODS OF EVALUATION

Methods of evaluation may include, but are not limited to:

- Essay Exam
- Problem Solving Exam
- Objective Exams
- Classroom Discussion
- Reports/Papers/Projects
- Participation
- Skill Demonstration
- Other (specify)

Students are assessed weekly through various methods:

Written assignments which require students to identify specific content stated in the objectives. Theses assignments require students to identify specific medical terms, procedures, diseases, diagnostic test, build medical terms and be able to spell correctly.

Students have weekly graded discussion topics to assure interactions between students and their grasp on the weekly assigned content.

There are multiple choice, fill in the blank quizzes, a midterm exam and a final exam which assesses specific content stated in the objectives.

Student projects are assigned to correlate and apply information relevant to medical terminology and healthcare issues.
VII. REPRESENTATIVE TEXTS AND OTHER COURSE MATERIALS


VIII. STUDENT MATERIALS FEES

☒ No ☐ Yes

IX. PARALLEL COURSES

<table>
<thead>
<tr>
<th>College</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SDSU</td>
<td>BioL 277</td>
<td>Medical Terminology</td>
<td>2</td>
</tr>
<tr>
<td>College of the Canyons</td>
<td>HLHSCI 249</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Ventura College</td>
<td>Bus V 27A</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
</tbody>
</table>

X. MINIMUM QUALIFICATIONS

Courses Requiring a Masters Degree:
Master's degree in nursing Or bachelor's degree in nursing AND master's degree in health education or health science Or the equivalent OR the minimum qualifications as set by the Board of Registered Nursing, whichever is higher.

XI. ARTICULATION INFORMATION

A. Title V Course Classification:

1. This course is designed to be taken either:

   ☑ Pass/No Pass only (no letter grade possible); or
   ☐ Letter grade (P/NP possible at student option)

2. Degree status:

   Either ☑ Associate Degree Applicable; or ☐ Non-associate Degree Applicable

B. Moorpark College General Education:

1. Do you recommend this course for inclusion on the Associate Degree General Education list?

   Yes: ☑ No: ☐ If YES, what section(s)?

   ☑ A1 - Natural Sciences - Biological Science
   ☑ A2 - Natural Sciences - Physical Science
   ☑ B1 - Social and Behavioral Sciences - American History/Institutions
   ☑ B2 - Social and Behavioral Sciences - Other Social Behavioral Science
   ☑ C1 - Humanities - Fine or Performing Arts
   ☑ C2 - Humanities - Other Humanities
   ☑ D1 - Language and Rationality - English Composition
   ☑ D2 - Language and Rationality - Communication and Analytical Thinking
   ☑ E1 - Health/Physical Education
   ☑
E2 - PE or Dance  
F - Ethnic/Gender Studies

C. California State University (CSU) Articulation:

1. Do you recommend this course for transfer credit to CSU?  Yes: [X] No:  

2. If YES do you recommend this course for inclusion on the CSU General Education list?  Yes: [ ] No: [X] If YES, which area(s)?  
   A1 [ ] A2 [ ] A3 [ ] B1 [ ] B2 [ ] B3 [ ] B4 [ ]  
   C1 [ ] C2 [ ] D1 [ ] D2 [ ] D3 [ ] D4 [ ] D5 [ ]  
   D6 [ ] D7 [ ] D8 [ ] D9 [ ] D10 [ ] E [ ]

D. University of California (UC) Articulation:

1. Do you recommend this course for transfer to the UC?  Yes: [ ] No: [X]  

2. If YES do you recommend this course for the Intersegmental General Education Transfer Curriculum (IGETC)?  Yes: [ ] No: [X]  

   IGETC Area 1: English Communication  
   [ ] English Composition  
   [ ] Critical Thinking-English Composition  
   [ ] Oral Communication

   IGETC Area 2: Mathematical Concepts and Quantitative Reasoning  
   [ ] Mathematical Concepts

   IGETC Area 3: Arts and Humanities  
   [ ] Arts  
   [ ] Humanities

   IGETC Area 4: Social and Behavioral Sciences  
   [ ] Anthropology and Archaeology  
   [ ] Economics  
   [ ] Ethnic Studies  
   [ ] Gender Studies  
   [ ] Geography  
   [ ] History  
   [ ] Interdisciplinary, Social & Behavioral Sciences  
   [ ] Political Science, Government & Legal Institutions  
   [ ] Psychology  
   [ ] Sociology & Criminology
IGETC Area 5: Physical and Biological Sciences (mark all that apply)

- Physical Science Lab or Physical Science Lab only (none-sequence)
- Physical Science Lecture only (non-sequence)
- Biological Science
- Physical Science Courses
- Physical Science Lab or Biological Science Lab Only (non-sequence)
- Biological Science Courses
- Biological Science Lab course
- First Science course in a Special sequence
- Second Science course in a Special Sequence
- Laboratory Activity
- Physical Sciences

IGETC Area 6: Language other than English

- Languages other than English (UC Requirement Only)
- U.S. History, Constitution, and American Ideals (CSU Requirement ONLY)
- U.S. History, Constitution, and American Ideals (CSU Requirement ONLY)

XII. REVIEW OF LIBRARY RESOURCES

A. What planned assignment(s) will require library resources and use?

The following assignments require library resources:
Analysis of articles from healthcare journals, either print or through the library electronic databases, pertaining to the system of the week such as the cardiovascular system.

B. Are the currently held library resources sufficient to support the course assignment?

YES: [X] NO: [ ]

If NO, please list additional library resources needed to support this course.

XIII. PREREQUISITE AND/OR COREQUISITE JUSTIFICATION

NS M19: Not Applicable

XIV. WORKPLACE PREPARATION

Required for career technical courses only. A career technical course/program is one with the primary goal to prepare students for employment immediately upon course/program completion, and/or upgrading employment skills.

Detail how the course meets the Secretary of Labors Commission on the Achievement of Necessary Skills (SCANS) areas. (For a description of the competencies and skills with a listing of what students should be able to do, go to:
The course will address the SCANS competency areas:

1. **Resources**: the students will have access to faculty, textbook, the Internet, library, computer lab on and peers.

2. **Interpersonal**: the students will articulate appropriate verbal and written communication skills with faculty and peers; work in groups in problem solving scenarios.

3. **Information**: the students will utilize computers and a variety of information sources to gather, organize, evaluate, and communicate information necessary to complete assignments.

4. **Systems**: the students will demonstrate understanding of organizational, social and informatics systems within a healthcare setting; analyze systems to identify root causes of failures and areas of improvement.

5. **Technology**: the students will work with a variety of technologies within a health setting, including electronic medical records and computers.

The course also addresses the SCANS skills and personal qualities:

1. **Basic Skills**: the students will use listening, reading and writing for learning and evaluation.

2. **Thinking Skills**: the students will demonstrate critical thinking and think creatively when reflecting on information gathered through the internet, textbook, journals and presented case scenarios.

3. **Personal Qualities**: the students will utilize ethical practice while interacting with others; demonstrate responsibility and accountability, respect for others and develop individual responsibility, self-management, self-esteem and integrity.

**XV. DISTANCE LEARNING COURSE OUTLINE ADDENDUM**

1. **Mode of Delivery**
   - [X] Online (course will be delivered 100% online)
   - Online with onsite examinations (100% of the instruction will occur online, but examinations and an orientation will be scheduled onsite)
   - [X] Online/Hybrid (a percentage of instruction will be held online and the remaining percentage of instruction will be held onsite)
     - Lab activities will be conducted onsite
   - [ ] Televideo (Examinations and an orientation will be held onsite)
   - [ ] Teleconference
   - [ ] Other

2. **Need/Justification**

   Improve General Student Access

3. **Describe how instructors teaching this course will ensure regular, effective contact with and among students.**
Methods of Instruction: Instructor-Student Contact including:

Email: Instructor will enter course everyday and answer email within 24 hours.
Chat room: online orientation will be held at the beginning of the semester with office hours available in the chat room through out the semester. Weekly Discussion boards will be assigned with required interactions from the students.

4. Describe how instructors teaching this course will involve students in active learning.

Instructor will lead weekly class discussions through the online discussion boards using prompts, students will be placed in groups for group paper, online (live classroom) discussions will be conducted for specific topics.

5. Explain how instructors teaching this course will provide multiple methods of content representation.

Teaching strategies address different learning styles by providing reading assignments, powerpoint lectures, online classroom discussions, use of free online student resources such as Evolve and email responses within 24 hours.

6. Describe how instructors teaching this course will evaluate student performance.

Evaluations will occur through weekly graded assignments: individual and group discussions, individual written assignments, research and critiques. There will also be group projects, a Health-related research project, and multiple-choice, matching, and fill-in the-blank exams.

XVI. GENERAL EDUCATION COURSE OUTLINE ADDENDUM

NS M19: Not Applicable

XVII. STUDENT MATERIALS FEE ADDENDUM

NS M19: Not Applicable

XVIII. REPEATABILITY JUSTIFICATION TITLE 5, SECTION 55041

NS M19: Not Applicable

XIX. CURRICULUM APPROVAL

Course Information:

Discipline: NURSING SCIENCE

Discipline Code and Number: NS M19

Course Revision Category: Outline Update

Course Proposed By:
Originating Faculty Christina Lee 11/03/2017

Faculty Peer: Olga Myshina 11/09/2017

Curriculum Rep: Olga Myshina 11/09/2017

Department Chair: Christina Lee 11/03/2017

Division Dean: Norman Marten 11/16/2017
Approved By:
Curriculum Chair: Jerry Mansfield 01/19/2018

Executive Vice President: _________

Articulation Officer: _________

Librarian: _________

Implementation Term and Year: Fall 2018

Approval Dates:
Approved by Moorpark College Curriculum Committee: 12/05/2017

Approved by Board of Trustees (if applicable): _________

Approved by State (if applicable): 01/30/2018