SUR120 Medical Terminology Syllabus

Course Information

Credits 3
Campus Washburn Institute of Technology
Address 5724 SW Huntoon
City/State/Zip Topeka, Kansas 66604
Office Fax 785-273-7080

Description
The course introduces the student to the language of the medical field. Medical prefixes, suffixes, and combining forms are introduced to the student so they may have a thorough knowledge and understanding of what they are reading and writing in the medical field. An emphasis is placed on terms, anatomy, pathological conditions, and diagnostic terms that relate to surgery.

Textbooks

Student Learning Outcomes:
A. Communicate effectively
B. Integrate technology
C. Learn effectively
D. Demonstrate cooperative teamwork skills
E. Apply safety in the workplace
F. Think critically and creatively
G. Demonstrate responsible work ethics

Competencies
1. Demonstrate an understanding of the basic elements in medical terminology in written form.
2. Use proper medical terminology when speaking about the directions and anatomy of the human body.
3. Utilize proper medical terminology while speaking of surgical procedures and pathologies.
4. Understand word roots related to the digestive system, respiratory system, musculoskeletal system, genitourinary system, male and female reproductive system, and skin, thoracic, vascular, nervous and endocrine systems.
5. Add prefixes and suffixes to create proper medical terms.
6. Construct compound medical words spelled correctly.
7. Appropriately communicate with team members using medical terminology during simulation in the Simulation Lab (RSC).

Guidelines for Success

Assessment Plan
Assessment is an integral part of the educational process at Washburn Tech and accurate feedback is an important tool in continuously improving the institution’s technical programs. Students can expect to participate in assessment activities prior to entry into programs, within specific courses and following program completion for specific fields of study.

Grading Rationale and Grading Scale
Grades will be issued at the completion of each 9 weeks. A student may not continue in the program with a final grade less than a “C”. The following is the grading scale:

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<thead>
<tr>
<th>Grade</th>
<th>Percentage Range</th>
<th>Description</th>
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<tbody>
<tr>
<td>A</td>
<td>94% - 100%</td>
<td>Excellent work</td>
</tr>
<tr>
<td>B</td>
<td>87% - 93%</td>
<td>Above average work</td>
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<tr>
<td>C</td>
<td>80% - 86%</td>
<td>Minimum acceptable level, average</td>
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<tr>
<td>D</td>
<td>75% - 79%</td>
<td>Below average and unacceptable to continue in class</td>
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<tr>
<td>F</td>
<td>74.5% or below</td>
<td>Fail</td>
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Daily Grades
Ten points daily will be given for class participation.

Unit tests and Pop quizzes will be given. Test material may come from any of your books on that particular subject or from lecture and videos. Take notes. Some mid-term exams will be given in December. The midterm exams will be comprehensive exams covering all that was learned for that course in the first semester.

Attendance
Attendance is crucial. If a student is absent 5 hours or more zero points will be awarded for that day. If a student is absent 3 hours a day a minimum of 5 points can be earned. If a student is tardy more than 5 minutes he/she will lose 2 points. You will be given 2 “free tardies” that will not count against your attendance.
Disability
The Americans with Disabilities Act (ADA) Office is responsible for assisting in arranging accommodations and for identifying resources at Washburn Institute of Technology for persons with disabilities. Qualified students with disabilities MUST self-identify by completing an application. In addition students must provide appropriate medical documentation to the ADA coordinator to be eligible for accommodations. New requests for accommodations should be submitted at least two months or more prior to the date the accommodations are needed. However, please contact the ADA office as soon as a need may arise. Depending on the accommodation request, four to eight weeks lead time may be needed for timely and effective provision of accommodations.

The ADA Office coordinates and assists in arranging accommodations it deems appropriate for eligible students on a case-by-case basis. If you are a student with a disability that may substantially limit your ability to participate in any of our classes and you believe that you will need accommodations, it is your responsibility to contact: ADA Coordinator, 785.670.3365 or Gloria.christian@washburn.edu.

Washburn University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Pamela Foster, Equal Opportunity Director/Title IX Coordinator, Washburn University, 1700 SW College Ave, Topeka, Kansas 66621, 785.670.1509, eodirector@washburn.edu.