

Syllabus for HIMT 330

Instructor Contact Information & Communication Policies

Instructor: Aysha Hussain

E-mail: ahussain@uwsp.edu

The News tool in D2L or e-mail will be used as a means of communication. Please check both on a regular basis to keep current. Any changes or need for additional information affecting the course as a whole will be communicated through D2L or e-mail.

You are encouraged to use the **Ask the Instructor, Ask a Peer** discussion topic. This area gives you the opportunity to ask any questions you have about the course, and about the readings or assignments. You will receive an answer from your instructor or a classmate.

Please use my campus e-mail (listed above) for any necessary individual communication. You may e-mail me with any questions or concerns you have. I will make every effort to address your concerns within a reasonable time. However, do not expect an instant answer and please be patient.

Legitimate emergencies do occur and may prevent the completion of course work by the designated time. Please inform me as soon as possible when emergency situations occur, and indicate your plans for completing the work. Extension of the completion time will be considered on an individual basis. If you decide to drop the course, it is your responsibility to contact the appropriate individuals and within the appropriate timeframe.

Course Description

HIMT 330 - Terminology and Body Systems - is a 3 credit, 100% online course that examines medical terminology and vocabulary used by a variety of professionals in the healthcare field utilizing online components. The focus of this course is on medical and clinical terminology broadly relating to human anatomy/physiology/pathophysiology and the basic body systems. The components of medical terms will be examined – such as prefixes, suffixes, roots, and combining forms. Pertinent acronyms and abbreviations will also be included.

Learning Objectives

The primary class objective is to read and understand the language of medicine. Upon completion of this course, you will be able to:

- Form medical terms by combining prefixes, suffixes and word roots
- Associate medical terms with specific body systems
- Identify and interpret diagnostic and symptomatic terms
- Describe designated diagnostic testing procedures (laboratory, x-ray, surgical, pharmacy, etc.)
- Distinguish common medical abbreviations and acronyms
- Choose and define medical terms from appropriate sources
- Summarize and correctly interpret medical/clinical related materials
- Evaluate the quality of medical literature available in print and electronic formats
- Develop an active vocabulary of selected medical terms
- Appreciate the importance of medical terminology as an interprofessional team member with regards to patient

Course Materials

Required Textbook

- Gylys, Barbara A. and Mary Ellen Wedding. (2017) Medical Terminology Systems: A Body Systems Approach, 8th Edition. ISBN-13: 978-0803658677
-

Course Outline

1. Introduction – Basic Elements of a Medical Word
 2. Suffixes: Surgical, Diagnostic, Pathological, Grammatical and Plural
 3. Prefixes
 4. Body Structure
 5. Integumentary System
 6. Gastrointestinal (Digestive) System
 7. Respiratory System
 8. Cardiovascular System
 9. Blood and Lymphatic System
 10. Musculoskeletal System
 11. Urinary System
 12. Female Reproductive System
 13. Male Reproductive System
 14. Endocrine System
 15. Nervous System
 16. Special Senses
-

Course Activities

To cover the material in the timeframe allotted for this course, it will be necessary to cover an average of one chapter each week. **To be successful in this class it is recommended you study each chapter in your text, take the weekly chapter quiz and proceed on to the next chapter as outlined in the calendar.** Weekly quizzes are to be completed when you have finished reviewing the chapters during the designated timeframes. Worksheets for your use are available in your textbook and online resources are also available from the publisher. In addition, short commentaries are also posted under the corresponding content headings highlighting important terms, pronunciations, and pertinent clinical correlations.

Quizzes

Fourteen (14) quizzes will be given during the course. Each quiz will address the content as specified in the course calendar and will consist of approximately 25 questions/definitions regarding medical terms. Please note that each quiz will be timed and you have only one chance to complete the quiz. **The appropriate quiz covering weekly topics will be available starting the first day of each week (Monday) and close on Fridays of each week at 11:59 pm.** It is your responsibility to complete all quizzes within the designated timeframe. **Missed quizzes will not be reset.**

As this is a fully online course, you will need a reliable internet connection. Only take quizzes on a reliable network. Should your internet fail, quizzes will not be reset.

Midterm and Final Exams

A comprehensive midterm and a comprehensive final will be given during the course.

Release dates and completion dates for these two exams are found in the course calendar. It is your responsibility to complete the midterm and final exam within the designated timeframe. **Missed exams will not be reset.**

Written Assignments and Terminology Challenges

Three written assignments and two terminology challenges are required. The purpose is to help reinforce terminology within the context of written clinical cases/studies. Specific guidelines and grading rubrics (for assignments #2 and #3) are provided in the course content.

- Written/Discussion assignment #1 – Introduction
- Written assignment #2 – Article Review - Case Study
- Written assignment #3 – Article Review – Experimental Study
- Terminology Challenge #1
- Terminology Challenge #2

Any necessary communication regarding assignments placed in the Dropbox will be posted through Dropbox feedback.

Oral Discussion Assignment

You are required to complete one online discussion. You will record a narrative using Microsoft PowerPoint and post to the discussion board for the first part of the assignment. The second part of the assignment will require you to critique another student's work. Further instructions for this assignment are posted in the course.

Grading

Determination of Final Grade

This is how the required work in the course will contribute to your course grade:

Exams and Assignments Percentage of Grade

| | |
|--------------------------|-------------|
| 14 Quizzes | 30% |
| 3 Written Assignments | 15% |
| 2 Terminology Challenges | 10% |
| Oral Assignment | 5% |
| Midterm Exam | 20% |
| Final Exam | 20% |
| | 100% |

Grading Scale

Grades Percentage Range

| | |
|---|------------|
| A | > 90 % |
| B | 80 - 89.9% |

| | |
|---|------------|
| C | 70 - 79.9% |
| D | 60 - 69.9% |
| F | < 60.00% |