

Medical Terminology HPE 2160 (410:060) Syllabus

MEET YOUR INSTRUCTOR

Dr. Susan Roberts-Dobie, Health Promotion and Education, Health, Physical Education & Leisure Services

Dr. Susan Roberts-Dobie is an Associate Professor of Health Promotion and Education at the University of Northern Iowa, where she teaches the courses 'Introduction to Public Health', 'Epidemiology', and 'Implementing Health Promotion Programs'. She also heads UNI's chapter of Eta Sigma Gamma, the National Honor Society for Health Education Students. Susan is the recipient of the 2006 UNI College of Education Excellence in Teaching Award, the award given each year to one faculty member exhibiting outstanding work with students in and out of the classroom and the 2007 Veridian Community Engagement Award in recognition of her (and her students') work to improve the health of the local community.

Dr. Roberts-Dobie received her Ph.D. in Public Health, focused on Research Methodology, from Oregon State University. Prior to her work at Oregon State, Dr. Roberts-Dobie worked as a Planning Consultant for the Black Hawk County Health Department and as the Teen Pregnancy Prevention Coordinator for the YWCA of Black Hawk County. Her undergraduate degrees are from the University of Northern Iowa in Health Education (Teaching) and Spanish.

Currently, Dr. Roberts-Dobie's lines of research are focused on health literacy and health disparities, as well as the prevention of unintended pregnancies. She is a member of the American Public Health Association, Iowa Public Health Association, the American Association for Health Education, and Eta Sigma Gamma.

Outside of her professional interests, Dr. Roberts-Dobie is an avid reader, aspiring chef, and the mother of two young boys.

COURSE OVERVIEW

A course in medical terminology allows people with professional and personal interests in health and disease to communicate effectively and efficiently. The focus of this class is learning terminology and vocabulary used in the medical field, including structural organization of the body, major anatomy, medical procedures and instrumentation, and medical specialties.

This course will be of benefit to many professional preparations, including medicine, physical therapy, occupational therapy, laboratory work, social work, school and community health education, psychology, and physical education, to name just a few professions. Also, medical terminology is very beneficial to individuals with a personal curiosity in the medical field, which includes almost everyone.

Learning medical terms is not unlike learning a foreign language. It requires simple memorization of word roots, prefixes and suffixes. Not many classes can make this claim, but taking a course in medical terminology is actually easier by Guided Independent Study. I will provide you with information at the beginning of each chapter that may assist you in learning, and will help you focus your attention on the most commonly used word parts, and then you have the task of memorizing terms at your own pace.

You will not memorize each and every word, but you will learn how to break down an unknown word into known parts, and will be able to define difficult medical terms in this way. I still use this method to define obscure words, and am often pleased with how close I can come to the dictionary definition.

Required Textbook:

The following textbook is required for this course:

Stanfield, P., Hui, Y.H., & Cross, N. (2008). *Essential Medical Terminology, 3rd edition*. Boston: Jones and Bartlett Publishers.

Recommended, but not required, for this course is a good medical dictionary. I use two dictionaries in my professional and personal use: *Stedman's Medical Dictionary*, which also comes with a very helpful CD Rom, and *Dorland's Illustrated Medical Dictionary*. A good medical dictionary is approximately \$30.00, but is a good investment, especially if you will be in a health-related profession.

Course Objectives:

Upon completion of this course, you should be able to:

- master memorization of commonly used root words, suffixes, and prefixes
- define most unknown medical terms by breaking words down into known parts
- read and understand simple medical case studies, news stories, technical journal

COURSE ORGANIZATION

This course will be delivered over the World Wide Web, utilizing web pages, and a learning management system (eLearning). The course is divided into 15 assignments. Each assignment includes chapters from the required textbook, comments and chapter highlights which complement the text, and written assignments. The first nine chapters present an introduction of the study of medical terminology, and the remaining chapters each focus on specific body systems. Many students have commented on how easy this text is to use as an independent study course. There are also medical "flash cards" at the end of the text that you can cut out and use, with common root words, suffixes, and prefixes. These are very helpful, in addition to flash cards you can make yourself on index cards. There are additional exercises and electronic flash cards on the CD included with the text.

Remember: Repetition is the key to memorization.

The assignments involve multiple choice questions. The **Assessments** tool is utilized for the submission of written assignments. You will have **40 minutes** to complete each assessment. Assessments can only be completed one time. You are able to return to a previous question and change your answer before submission. **Need help?** See the [eLearning Tutorials](#) for instructions on how to submit an assignment.

Note: Although many pictures of the body are included in the text, you will not be asked to map any locations on the Assessments and Tests. This course is about medical terms, so we will leave mapping to the Anatomy courses.

The course includes 3 exams. **Exams** will be proctored. Complete and submit the **Exam Request** when you are ready to take an exam. Time limit for each test is one hour. Note: All questions regarding exam scheduling should be directed to Continuing and Distance Education at 319-273-2123 or 800-772-1746.

Course Outline:

Assignment 1
Assignment 2
Assignment 3
Assignment 4
Exam 1
Assignment 5
Assignment 6
Assignment 7
Assignment 8
Assignment 9
Assignment 10
Exam 2

Assignment 11
Assignment 12
Assignment 13
Assignment 14
Assignment 15
Exam 3 (not comprehensive)

GRADING

The 15 written assignments, will contribute 300 points to your final grade (20 points each). There are three exams, worth 100 points each. Exam 1 will be taken after the first four assignments are completed. Exam 2 is after Assignment 10, and Exam 3 after Assignment 15. Exams contain multiple choice, true/false, and fill-in-the-blank questions, and one or two "case studies". These case studies present a patient's medical problems in paragraph form, with some of the medical terms underlined. You will define or describe the underlined words. Exam 3 is NOT comprehensive; however the chapters tend to present material based on previous assignments.

Note: Spelling counts. When an answer is correct, but misspelled, partial credit will be given.

A total of 600 points are possible for the course. Please note that UNI Guided Independent Study requires that you submit all assignments and complete all exams to receive a grade in the course. Final grades are based on the following grading scale:

Final grades:

A	558 - 600 points
A-	540 - 557 points
B+	522 - 539 points
B	498 - 521 points
B-	480 - 497 points
C+	462 - 479 points
C	438 - 461 points
C-	420 - 437 points
D+	402 - 419 points
D	378 - 401 points
D-	360-377 points
F	< 360 points