Med. Terminology & Anatomy I

TEMC1250 301

Course Description

This course will teach students how to break down medical terms into root words, prefixes and suffixes in order to interpret and understand the medical language. Students will gain knowledge of medical abbreviations. Additionally, this class covers human anatomy and physiology concepts required to help students prepare for the Medical Coding Certification exam.

Semester(s): All

Course Student Learning Outcomes

- Define Medical Terms and Abbreviations for the musculoskeletal system, digestive system, urinary, and male and female reproductive system.
- Identify the anatomic position by labeling diagrams in the musculoskeletal system, digestive system, urinary, and male and female reproductive system.
- Interpret the meaning of medical terms by analyzing the root word prefixes and suffixes.

Communication Plan

An instructor will respond to email within 24 to 48 hours.

An instructor will offer feedback on major assignments within 24 to 48 hours.

The best way to contact an instructor is via the Canvas Inbox.

Transfer/Certification/Licensure/Employment Information

The USHE (Utah System of Higher Education) technical college program alignment allows for students at any USHE technical college to transfer seamlessly within any other USHE technical college. USHE technical colleges proposing to offer courses associated with this program currently include Davis Tech, Mountainland Tech, and Ogden-Weber Tech.

Keys for Success (how to succeed in the course)

Time Management

Time management is an effective tool for getting things done. Having a proper schedule can help you complete the course on time. Try to write down and schedule as much as possible. Some people will be able to simply schedule block "study times," others will have to break it down further.

Discipline Yourself

Discipline yourself to study everyday at least two hours or until you understand your assignment. Study to know and to understand, not merely to get a particular grade.

Ask for Help

If you are not keeping up in class, do all that you can do to help yourself including asking for help. Come into the class or Zoom room to talk with your instructor(s).
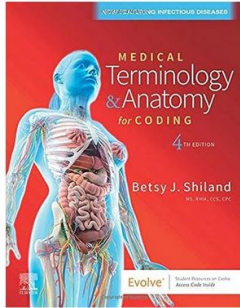
Communicate with Instructors

If you cannot come to class, please notify your instructors.

Required Text or Materials

Title: Medical Terminology and Anatomy for Coding
ISBN: 9780323776486
Authors: Betsy J Shiland

Publisher: Evolve

Title: Pen, Pencil, Notebook, Highlighters

Title: Ear plugs or noise reduction headphones to aid concentration while studying or testing in the classroom.

For more information on textbook accessibility, contact Accessibility & Disability Services at █████████████

Assignment Schedule

Due Date	Assignment Name	Assignment Type	Points
	Chapter 1 Pretest	Quiz	1
	Chapter 1 Test	Quiz	25
	Chapter 1: Singular/Plural Practice	Assignment	10
	Chapter 1: Translatable Terms	Assignment	43
	Chapter 1: Word Building	Assignment	12
	Chapter 2 Pretest	Quiz	10
	Chapter 2 Test	Quiz	25

Due Date	Assignment Name	Assignment Type	Points
	Chapter 2: Body Cavities	Assignment	14
	Chapter 2: Directional Terms	Assignment	14
	Chapter 2: Singular/Plural Practice	Assignment	10
	Chapter 2: Surface Anatomy	Assignment	30
	Chapter 2: Word Building	Assignment	10
	Chapter 3 Pretest	Quiz	1
	Chapter 3 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 3: Bone Names	Assignment	20
	Chapter 3: Muscles and Their Actions	Assignment	17
	Chapter 3: Pathology	Assignment	17
	Chapter 3: Procedures	Assignment	11
	Chapter 3: Skeleton Quiz- Requires Respondus LockDown Browser	Quiz	21
	Chapter 3: Skull Quiz- Requires Respondus LockDown Browser	Quiz	9

Due Date	Assignment Name	Assignment Type	Points
	Chapter 4 Pretest	Quiz	1
	Chapter 4 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 4: Abbreviations and Translation Practice	Assignment	14
	Chapter 4: Pathology	Assignment	14
	Chapter 4: Primary Lesion Matching	Assignment	15
	Chapter 4: Synonyms	Assignment	15
	Chapter 5 Pretest	Quiz	10
	Chapter 5 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 5: Anatomy and Physiology	Assignment	15
	Chapter 5: Digestive Quiz- Requires Respondus LockDown Browser	Quiz	18
	Chapter 5: Pathology Matching	Assignment	15
	Chapter 5: Procedures	Assignment	12
	Chapter 5: Synonyms	Assignment	14
	Chapter 6 Pretest	Quiz	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 6 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 6: Reproductive Quiz- Requires Respondus LockDown Browser	Quiz	22
	Chapter 7 Pretest	Quiz	10
	Chapter 7 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 7: Anatomy and Physiology	Assignment	15
	Chapter 7: Pathology Matching	Assignment	20
	Chapter 7: Procedures	Assignment	10
	Chapter 8 Pretest	Quiz	10
	Chapter 8 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 8: Anatomy and Physiology	Assignment	15
	Chapter 8: Pathology Matching	Assignment	20
	Chapter 8: Singular/Plural Practice	Assignment	10
	Chapter 8: Synonyms	Assignment	14

Due Date	Assignment Name	Assignment Type	Points
	[Introduce Yourself](#)	Discussion	0
	[Module 6: Anatomy and Physiology (Female Reproductive System)](#)	Assignment	12
	[Module 6: Anatomy and Physiology (Male Reproductive System)](#)	Assignment	10
	[Module 6: Anatomy and Physiology (Urinary System)](#)	Assignment	11
	[Module 6: Anatomy, Physiology, Pathology, and Procedures (Female Reproductive System)](#)	Assignment	20
	[Module 6: Anatomy, Physiology, Pathology, and Procedures (Male Reproductive System)](#)	Assignment	20
	[Module 6: Pathology Matching (Female Reproductive System)](#)	Assignment	20
	[Module 6: Pathology Matching (Male Reproductive System)](#)	Assignment	18
	[Module 6: Pathology Matching (Urinary System)](#)	Assignment	15

Due Date	Assignment Name	Assignment Type	Points
	[Module 6: Procedures (Urinary System)](#)	Assignment	10
	[Module 6: Synonyms (Female Reproductive System)](#)	Assignment	8
	[Module 6: Synonyms (Male Reproductive System)](#)	Assignment	10
	[Module 6: Synonyms (Urinary System)](#)	Assignment	10
	[Orientation Quiz](#)	Quiz	
	[Orientation Quiz](#)	Quiz	0

Brief Description of Assignments/Exams

In the Medical Terminology and Anatomy for Coding course, students will be assessed through assignments and exams that focus on developing a solid foundation in medical language and anatomical knowledge essential for accurate medical coding.

This course structure is designed to equip students with the essential knowledge of medical terminology and anatomy needed for precise and effective medical coding in healthcare settings.

Assignments (40% of grade) and Exams (60% of grade) will be made up of multiple choice, fill in the blank and/or True/False.

Grading Scale

Percentage Letter Grade

93-100	A
90-92	A-
86-89	B+
83-85	B
80-82	B-
76-79	C+
73-75	C
70-72	C-
66-69	D+
63-65	D
60-62	D-
59 or below	E

Passing for this class is 70% or higher.

How to Navigate to Canvas

Institutional Policies

As members of our academic community, we would like to invite you to review the Institutional Syllabus which covers important policies and procedures. This document contains important links for students on the code of student rights and responsibilities, academic integrity, and grading policies, Title IX and other important acknowledgements. By familiarizing yourself with this information, you can help us create a safe and respectful environment for everyone.

You can access the document by clicking on the following link: https://slcc.instructure.com/courses/530981/pages/institutional-syllabus

Learning Support and Tutoring Services

We are pleased to offer a range of tutoring and learning support services to help you achieve your academic goals. Whether you need assistance with a specific subject or

want to improve your study skills, you have many options for tutoring or other support.

To learn more about the services we offer and how to access them, please visit the Institutional Syllabus under the Tutoring and Learning Support tab: https://slcc.instructure.com/courses/530981/pages/institutional-syllabus. We encourage you to take advantage of these resources to help you succeed in your studies. If you have any questions or would like to schedule a tutoring session, please don't hesitate to reach out to us. We are here to support you in any way we can.

Advising and Counseling Support Services

At our institution, we are committed to supporting your academic and personal growth. That's why we offer a range of advising and counseling services to help you navigate the challenges of college life. To learn more about the resources available to you and how to access them, please visit the Institutional Syllabus under the Advising and Counseling Support Services tab: https://slcc.instructure.com/courses/530981/pages/institutional-syllabus. Our advising team and the support centers across campus are here to support you in achieving your goals and overcoming any obstacles you may face.

Student Academic Calendar

As students you should be aware of all important dates in the semester, such as the day that courses begin and end, as well as the drop date and the last day to withdraw. To learn more about those dates, navigate to the Student Academic Calendar below:

SLCC Student Academic Calendar