

Med Term and Anatomy I

TEMC - 1250 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

- Identify directional terms, anatomic planes, regions, quadrants, and the structures of the Musculoskeletal, Integumentary, Digestive, Urinary, Reproductive, and the Blood and Immune Systems.
- Change singular terms to their plural forms as they relate to the Musculoskeletal, Integumentary, Digestive, Urinary, Reproductive, and the Blood and Immune Systems.
- Use medical prefix, suffix and root terms to build and spell medical terms as they relate to the Musculoskeletal, Integumentary, Digestive, Urinary, Reproductive, and the Blood and Immune Systems.
- Identify and interpret common abbreviations as they relate to the Musculoskeletal, Integumentary, Digestive, Urinary, Reproductive, and the Blood and Immune Systems.

Engagement 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.

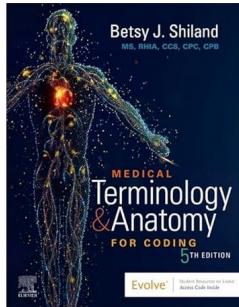
Ask for Help

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: 9780443110931

Authors: Betsy J Shiland

Publisher: Evolve

Edition: 5th

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 ads@slcc.edu.

Assignment Schedule

Due Date	Assignment Name	Assignment Type	Points
	Chapter 1 Pretest	Quiz	1
	Chapter 1 Test- Requires Respondus LockDown Browser	Quiz	100
	Chapter 1: Interactive Singular Plural Practice	Assignment	10
	Chapter 1: Interactive Translatable Terms	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 1: Interactive Word Building	Assignment	9
	Chapter 2 Pretest - Remove	Quiz	10
	Chapter 2 Test- Requires Respondus LockDown Browser	Quiz	100
	Chapter 2: Body Cavities	Quiz	11
	Chapter 2: Directional Terms Assignment	Quiz	13
	Chapter 2: Interactive Singular Plural Practice	Assignment	10
	Chapter 2: Interactive Translatable Terms	Assignment	10
	Chapter 2: Interactive Word Building	Assignment	10
	Chapter 2: Surface Anatomy	Quiz	15
	Chapter 3 Pretest	Quiz	1
	Chapter 3 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 3: Bone Names Assignment	Quiz	20

Due Date	Assignment Name	Assignment Type	Points
	Chapter 3: Front & Back Muscles Quiz- Requires Respondus LockDown Browser	Quiz	17
	Chapter 3: Interactive Singular/Plural	Assignment	9
	Chapter 3: Interactive Translatable Terms	Assignment	10
	Chapter 3: Interactive Word Building	Assignment	10
	Chapter 3: Muscles and Their Actions Assignment	Quiz	17
	Chapter 3: Pathology	Quiz	14
	Chapter 3: Procedures Assingment	Quiz	10
	Chapter 3: Skeleton & Skull Quiz- Requires Respondus LockDown Browser	Quiz	30
	Chapter 4 Pretest	Quiz	1
	Chapter 4 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 4: Abbreviations and Translation Assignment	Quiz	9

Due Date	Assignment Name	Assignment Type	Points
	Chapter 4: Interactive Singular Plural Assingment	Assignment	10
	Chapter 4: Interactive Translatable Terms	Assignment	10
	Chapter 4: Interactive Word Building	Assignment	10
	Chapter 4: Pathology	Quiz	14
	Chapter 4: Primary Lesion Matching Assingment	Quiz	15
	Chapter 4: Synonyms Matching Assingment	Quiz	15
	Chapter 5 Pretest	Quiz	10
	Chapter 5 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 5: Anatomy and Physiology (with labeling diagrams)	Quiz	15
	Chapter 5: Digestive Quiz- Requires Respondus LockDown Browser	Quiz	18
	Chapter 5: Interactive Singular/Plural Practice	Assignment	10
	Chapter 5: Interactive Translatable Terms	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 5: Interactive Word Building.	Assignment	10
	Chapter 5: Pathology Matching.	Quiz	13
	Chapter 5: Procedures	Quiz	12
	Chapter 5: Synonyms	Quiz	14
	Chapter 6 Pretest	Quiz	10
	Chapter 6 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 6: Anatomy and Physiology (Female Reproductive System).	Assignment	12
	Chapter 6: Anatomy and Physiology (Female Reproductive System).	Quiz	12
	Chapter 6: Anatomy and Physiology (Male Reproductive System).	Assignment	11
	Chapter 6: Anatomy and Physiology (Male Reproductive System).	Quiz	10
	Chapter 6: Anatomy and Physiology (Urinary System).	Quiz	11

Due Date	Assignment Name	Assignment Type	Points
	Chapter 6: Anatomy, Physiology, Pathology, and Procedures (Female Reproductive System).	Assignment	20
	Chapter 6: Anatomy, Physiology, Pathology, and Procedures (Female Reproductive System).	Quiz	32
	Chapter 6: Anatomy, Physiology, Pathology, and Procedures (Male Reproductive System).	Quiz	21
	Chapter 6: Interactive Singular/Plural (Male Reproductive System).	Assignment	8
	Chapter 6: Interactive Singular/Plural (Urinary System).	Assignment	7
	Chapter 6: Interactive Singular/Plural Practice (Female Reproductive).	Assignment	8
	Chapter 6: Interactive Term Building (Male Reproductive System).	Assignment	10
	Chapter 6: Interactive Term Building (Urinary System).	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 6: Interactive Translatable Terms (Female Reproductive System).	Assignment	10
	Chapter 6: Interactive Translatable Terms (Male Reproductive System).	Assignment	10
	Chapter 6: Interactive Translatable Terms (Urinary System).	Assignment	10
	Chapter 6: Interactive Word Building (Female Reproductive System).	Assignment	10
	Chapter 6: Pathology Matching (Female Reproductive System).	Quiz	20
	Chapter 6: Pathology Matching (Female Reproductive System).	Assignment	20
	Chapter 6: Pathology Matching (Male Reproductive System).	Quiz	18
	Chapter 6: Pathology Matching (Urinary System).	Quiz	15
	Chapter 6: Procedures (Urinary System).	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 6: Procedures (Urinary System).	Quiz	10
	Chapter 6: Synonyms (Female Reproductive System).	Assignment	8
	Chapter 6: Synonyms (Female Reproductive System).	Quiz	8
	Chapter 6: Synonyms (Male Reproductive System).	Assignment	10
	Chapter 6: Synonyms (Male Reproductive System).	Quiz	10
	Chapter 6: Synonyms (Urinary System).	Quiz	10
	Chapter 6: Urinary & Reproductive Quiz- Requires Respondus LockDown Browser	Quiz	30
	Chapter 7 Pretest	Quiz	10
	Chapter 7 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 7: Anatomy and Physiology	Quiz	16
	Chapter 7: Interactive Term Building.	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 7: Interactive Translatable Terms	Assignment	10
	Chapter 7: Pathology Matching	Quiz	20
	Chapter 7: Procedures	Quiz	10
	Chapter 8 Pretest	Quiz	10
	Chapter 8 Test- Requires Respondus LockDown Browser	Quiz	25
	Chapter 8: Anatomy and Physiology	Quiz	15
	Chapter 8: Interactive Term Building	Assignment	10
	Chapter 8: Interactive Translatable Terms	Assignment	10
	Chapter 8: Pathology Matching	Quiz	20
	Chapter 8: Singular/Plural	Quiz	10
	Chapter 8: Synonyms	Quiz	14
	Info Quiz	Quiz	5
	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 your grade) and Exams (60% of your grade) can be Multiple choice, fill in the blank and/or True/False

Please review the instructions provided on the assignment. Once completed, the score will be reflected in the gradebook.

To pass this assignment, you must score 80% or higher.

To support your learning, answers to missed items will not be automatically provided. If you'd like feedback on specific questions, feel free to ask. You may retake the activity as many times as needed to improve your score.

Grading Scale

Percentage Letter Grade

100-90	A
89-80	B
79 or below	E

A minimum grade of 80% (B) is required to pass the class. Grades lower than a 80% (B) will be require a retake to the course.

Students enrolled in this course can achieve a passing grade by completing the following:

1. All assigned assignments within the course with a score of 80% or better
2. The chapter exams with a score of 80% or better

Academic Integrity

Integrity/Honesty is an expectation at Salt Lake Community College. This means that each member of the College community will adhere to the principles and rules of the College and pursue academic work in a straightforward and truthful manner, free from deception or fraud. Any attempt to deviate from these principles is academic dishonesty and will be dealt with according to rules of due process as outlined. This section establishes the expectation at SLCC for academic Integrity/honesty and defines situations that constitute academic misconduct. It also presents the due process to be followed when a student violates academic standards.

Forms of Academic Dishonesty -

Cheating: Presenting others' work as one's own or assisting another student to do so in the classroom, lab or the Assessment Center. Cheating may also occur when a student violates the conditions governing an examination.

Examples of cheating include, but are not limited to the following:

- Using oral, written, visual, or other forms of communication intended to give or receive improper assistance
- Looking at or copying another's work
- Using unauthorized materials (texts, notes, calculators, internet, phone, etc.)
- Taking an exam for another student
- Having someone else take an exam
- Altering one's work after an exam has been returned and before resubmitting it
- Obtaining and/or using an upcoming exam ahead of test time

To report academic dishonesty, please fill out the Academic Misconduct Reporting Form [Links to an external site.](#) For more information and a full list, read the Code of Student Rights & Responsibilities [Links to an external site.](#), contact your department [Links to an external site.](#) or contact the Dean of Students at 801-947-5027.

[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.

For more information, navigate to the Institutional Policies tab on the [Institutional Syllabus](#) page.

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, visit the [Institutional Syllabus](#) page under the Tutoring and Learning Support tab. 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, visit the [Institutional Syllabus](#) page under the Advising and Counseling Support Services tab. 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:

[SLCC Student Academic Calendar](#)