

# **COURSE OUTLINE**

**OFFI-290**

**Medical Terminology**

**2 Credits**

## **HOWARD COMMUNITY COLLEGE**

### **Description**

After successful completion of this course, the student will be able to spell and define medical prefixes, suffixes, and terminology peculiar to various medical specialties. This course may be completed in fewer than 14 weeks and may be started any time during the fall, winter, and spring semesters. All of the work for this course (except tests) may be done outside of class. (4-6 hours weekly)

### **Overall Course Objectives**

Upon successful completion of this course, the student will be able to:

1. Define and spell medical terms that a medical specialist is most likely to encounter in physical exams, medical correspondence, surgery, pathology and x-ray reports.

### **Major Topics**

- I. Introduction to Word Parts
- II. Body Structure and Directional Terms
- III. Integumentary System
- IV. Respiratory System
- V. Male Reproductive System
- VI. Female Reproductive System
- VII. Cardiovascular and Lymphatic Systems
- VIII. Digestive System
- IX. Obstetrics and Neonatology
- X. Eye and Ear
- XI. Musculoskeletal System
- XII. Nervous System and Psychiatric Terms
- XIII. Endocrine System
- XIV. Urinary System

### **Course Requirements**

**Grading/exams:** Specific assignments and procedures for evaluating student performance in the class will be described in the individual class syllabus, but will include the following:

- Tests that require the student to define medical terms and to write medical terms from definitions. Spelling counts on all tests.

### **Other Course Information**

*Call 443-518-4876 between 9 a.m. and 3 p.m. for more information about this course.*

This course is a business elective.