

**MIDSTATE COLLEGE**  
**411 W. NORTHMOOR RD. PEORIA, IL 61614**  
**(309) 692-4092 (800) 251-4299**  
**Summer 2015**

**Course:** HI100 Medical Terminology for Health Information

**Credit:** 4 Quarter Hours

**Method of Delivery:** eLearning

**Course Description:** This course is a systematic study of medical terminology and abbreviations associated with body organization, the body systems, oncology, radiology, nuclear medicine, pharmacology, and other medical specialties. The student will be able to define, pronounce and spell medical terms using prefixes, suffixes, roots, and combining forms related to the anatomy and physiology of the human body. (Formerly AH 135 Medical Terminology II)

**Prerequisite:** None.

**Text:** Medical Terminology Language for Health Care, 3<sup>rd</sup> edition.

**Author:** Nina Thierer, Deborah Nelson, Judy K. Ward, La Tanya Young

**Publisher:** McGraw Hill Higher Education, 2010

**ISBN:** 978-0-07-337472-7

**Text:** Stedman's Medical Dictionary

**Publisher:** Wolters Kluwer | Lippincott Williams & Wilkins

**Materials needed for this course:**

Hardware/Software and Equipment: Internet Connection

**Topics:**

1. Review of learning terminology
2. Review of prefixes and suffixes in medical terms
3. Body structure
4. Integumentary/Dermatology system
5. Musculoskeletal system
6. Cardiovascular system
7. Respiratory system
8. Nervous system
9. Urinary system
10. Female reproductive system
11. Male reproductive system
12. Blood
13. Lymphatic and immune systems
14. Digestive system
15. Endocrine system
16. Sensory system
17. Human development
18. Oncology
19. Diagnostic imaging and surgery
20. Psychiatry
21. Dental
22. Pharmacological Terms
23. Complementary and alternative medicine

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**Learning Objectives:** Upon completion of this course, the student will be able to:

1. Name the parts of the systems addressed and discuss the function of each part.
2. Define the combining forms used in building words that relate to each body system.
3. Identify the meaning of related abbreviations.
4. Name common diagnoses, laboratory tests and clinical procedures used in testing and treating specified disorders.
5. List and define major pathological conditions.
6. Define surgical terms.
7. List common pharmacological agents used in treating disorders.

**Midstate Plagiarism Policy:**

Plagiarism is using another person's words, either by paraphrase or direct quotation, without giving credit to the author(s). Plagiarism can also consist of cutting and pasting material from electronic sources by submitting all or a portion of work for assignment credit. This includes papers, computer programs, music, sculptures, paintings, photographs, etc. authored by another person without explicitly citing the original source(s). These actions violate the trust and honesty expected in academic work. Plagiarism is strictly against the academic policy of Midstate College. Its seriousness requires a measured, forceful response which includes consequences for inappropriate and/or no citation.

In courses containing writing assignments, the College promotes the use of an electronic resource which compares the student's writing against previously submitted papers, journals, periodicals, books, and web pages. Students and instructors can use this service to reduce the incidence of plagiarism. This electronic resource has been found to conform to legal requirements for fair use and student confidentiality. It is able to provide a report to the student indicating the parts of the assignment that match.

**Student Success:**

The Office of Student Success is available to students seeking tutoring for individual classes or who need assistance with writing assignments. Information is also available on test taking techniques, how to take notes, developing good study skills, etc. Contact Student Success in Room 217 (on person); (309) 692-4092, extension 2170 (phone); [studentsuccess@midstate.edu](mailto:studentsuccess@midstate.edu) (email).

**Instructor:** Aaryn Jennings  
**Midstate email:** [aljennings@midstate.edu](mailto:aljennings@midstate.edu)

**Room/phone:** 692-4092  
**Office Hours:** Posted

**Policies, procedures, and participation requirements:**

1. The policy for eLearning is that course materials are available to students at noon each Monday and that students have until 7:59 AM the following Monday morning to complete the previous week's material. However, students are advised against waiting until the last minute or last day to submit their work for a variety of reasons. If you work on your eLearning course early in the week and experience computer problems, you have more time to find an alternate computer. Also, the discussion forums can be very beneficial learning tools in eLearning if utilized to their greatest potential. It is difficult to have an effective and meaningful "discussion" if no one posts until the last minute.
2. Please review the syllabus each week for the specific assignment. If modifications are made to the assignments, a note will be added to the Weekly Overview.
3. All work is to be **submitted on time**, unless unusual circumstances occur.

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4. If you are unable to complete your assignments on time and wish to request an extension, you must request this **BEFORE** the Monday 7:59 AM deadline with an appropriate excuse, stating the reason you need an extension. If approved, you should complete your work as soon as possible, with the next Monday at 7:59 AM being the deadline. If you submit late work, your late assignment grade will drop 10%. Late work will **NOT** be accepted without prior approval from the instructor.
5. Students are required to make at least two **meaningful** discussion posts each week, **plus** the weekly reflection. Please refer to the Student eLearning Guide for more information. Attendance (online participation) is expected, not suggested. It is important that students do not fall behind in class. Excessive absence will hurt your performance and your ability to pass this class.
6. Academic integrity is important at Midstate College, as stated in the catalog and student handbook. This not only includes prevention of cheating on exams and written research papers, but also discussion forum postings. **Discussion postings must be in your own words.**
7. **Academic dishonesty is never tolerated and will be referred to the dean.**
8. The final exam **must** be completed. Failure to do so will result in failure of the course.

**Methods of Evaluating Student Performance:**

All assignments, quizzes, discussions, summaries and the final examination must be completed. If all required elements are not done, the student will not pass the course. A course average of C or better is required to be considered passing for this course.

Discussions	15%
Summaries	15%
Assignments	40%
Quizzes	20%
Final exam	10%
<b>Total</b>	<b>100%</b>

**Midstate Grading scale:**

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

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<b>DISCUSSION QUESTION GRADING GUIDELINES</b>	
Initial posting <ul style="list-style-type: none"> <li>Answers the minimal requirements of the question without supporting evidence = 10 points</li> <li>Minimal posting with supporting evidence = 20 points</li> <li>Complete posting with supporting evidence = 30 points</li> </ul>	<b>30 points</b>
Response to posting of a classmate <ul style="list-style-type: none"> <li>Posting the minimal requirements without supporting evidence = 10 points</li> <li>Minimal posting with supporting evidence = 20 points</li> <li>Complete posting with supporting evidence = 30 points</li> </ul>	<b>30 points</b>
Correct spelling in postings for the week <ul style="list-style-type: none"> <li>More than two spelling errors = 0 points</li> <li>One or two spelling errors = 10 points</li> <li>No spelling errors = 20 points</li> </ul>	<b>20 points</b>
Correct grammar in postings for the week <ul style="list-style-type: none"> <li>More than two grammar errors = 0 points</li> <li>One or two grammar errors = 10 points</li> <li>No grammar errors = 20 points</li> </ul>	<b>20 points</b>
<b>Total Points</b>	<b>100 points</b>

<b>USING THE INTERNET AND WEEKLY REFLECTION GRADING GUIDELINES</b>	
Introduction <ul style="list-style-type: none"> <li>Does not state objective clearly = 1 point</li> <li>States objectives clearly, plus includes thesis statement = 2 points</li> <li>Also includes necessary info for reader's understanding of topic = 3 points</li> </ul>	<b>20 points</b>
Paragraph Development <ul style="list-style-type: none"> <li>Paragraphs are not well developed, not using minimum number of sentences nor complex sentences = 1 point</li> <li>Paragraphs are somewhat developed, using simple sentences, and with the minimum number of sentences = 2 points</li> <li>Paragraphs are fully developed, using multiple, complex and compound sentences = 3 points</li> </ul>	<b>30 points</b>
Content <ul style="list-style-type: none"> <li>Does not cover content appropriately = 1 point</li> <li>Major areas of content are included, but lacking sufficient detail = 2 points</li> <li>All pertinent content is covered = 3 points</li> </ul>	<b>30 points</b>
Grammar <ul style="list-style-type: none"> <li>0-1 errors = 10 points</li> <li>2 or more errors = 0 points</li> </ul>	<b>10 points</b>
Spelling <ul style="list-style-type: none"> <li>More than 1 misspelled words = 0 points</li> <li>0-1 misspelled words = 10 points</li> </ul>	<b>10 points</b>
<b>Total Points</b>	<b>100 points</b>

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**Course Outline**

<b>Week</b>	<b>Topic</b>
1	Introduction Chapter 1 - Learning Terminology Chapter 2 – Prefixes and Suffixes in Medical Terms Chapter 3 - Body Structure
2	Chapter 4 – The Integumentary System Chapter 5 - The Musculoskeletal System
3	Chapter 6 – The Cardiovascular System Chapter 7 – The Respiratory System
4	Chapter 8 - The Nervous System Chapter 9 - The Urinary System
5	Chapter 10 - The Female Reproductive System Chapter 11 - The Male Reproductive System
6	Chapter 12 – The Blood System Chapter 13 - The Lymphatic and Immune Systems
7	Chapter 14 – The Digestive System Chapter 15 - The Endocrine System
8	Chapter 16 – The Sensory System Chapter 17 - Human Development
9	Chapter 18 - Terms in Oncology Chapter 19 - Diagnostic Imaging, Radiation Oncology and Surgery
10	Chapter 20 - Terms in Psychiatry Chapter 21 – Terms in Dental Practice
11	Chapter 22 - Terms in Pharmacology Chapter 23 - Terms in Complementary and Alternative Medicine
12	Final Exam

**Week 1**

**Topic: Chapters 1, 2, & 3 – Introduction, Learning Terminology, Prefixes and Suffixes in Medical Terms, and Body Structure**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Pluralize medical terms.
2. Identify word parts to build medical terms.
3. Define common medical combining forms, prefixes, and suffixes.
4. Define combining forms that relate to elements and systems of the body.

**Assignments:**

1. Complete the pretest.
2. **Assigned reading:** Chapters 1-3, pages 1 to 64.
3. **Discussion #1:** Your first post in this discussion forum shall consist of at least two paragraphs. In the first paragraph, provide a brief introduction of yourself for your classmates and the instructor.  
The second paragraph should address backup plans. Since this class is online, it is important to have access to a reliable computer. What is your backup plan in the case that you experience computer or internet access problems? It is good to have more than one alternative in case you may need it.
4. **Discussion #2:** Discuss how you will use medical terminology in the career field for which you are preparing in your program at Midstate. How will your use of medical terminology differ from clinical healthcare professionals? Why is it important for entry-level positions at healthcare facilities (such as registration, front desk, etc.) to require staff members to have a formal education that includes medical terminology?

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5. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
6. **Using the Internet:** Per page 36, visit the Centers for Disease Control's website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
7. **Quiz:** Complete Chapter 1-3 quiz.
8. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 2**

**Topic: Chapters 4 & 5 – The Integumentary and Musculoskeletal Systems**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the integumentary and musculoskeletal systems and discuss the function of each part.
2. Define the combining forms used in building words that relate to the integumentary and musculoskeletal systems.
3. Identify the meaning of related abbreviations
4. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the integumentary and musculoskeletal systems.
5. List and define the major pathological conditions of the integumentary and musculoskeletal systems.
6. Define surgical terms related to the integumentary and musculoskeletal systems.
7. List common pharmacological agents used in treating disorders of the integumentary and musculoskeletal systems.

**Assignments:**

1. **Assigned reading:** Chapters 4 & 5, pages 65 to 154.
2. **Discussion:** This week you will learn about the integumentary system. When reviewing a medical record for coding purposes, all sources of documentation need to be considered. Please refer to page 80 in the textbook for the following scenario: An 86 wheelchair bound patient was admitted to the hospital for treatment of pneumonia. During the admitting examination, he was found to have an ulcer of the skin on his right heel. The patient is diagnosed with a decubitus ulcer of the right heel. Research the possible forms of treatment for a decubitus ulcer and discuss your findings.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 147, visit the National Osteoporosis Foundation's website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 4 & 5 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

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**Week 3**

**Topic: Chapters 6 & 7 – The Cardiovascular and Respiratory Systems**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the cardiovascular and respiratory systems and discuss the function of each part.
2. Define the combining forms used in building words that relate to the cardiovascular and respiratory systems.
3. Identify the meaning of related abbreviations.
4. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the cardiovascular and respiratory systems.
5. List and define the major pathological conditions of the cardiovascular and respiratory systems.
6. Define surgical terms related to the cardiovascular and respiratory systems.
7. List common pharmacological agents used in treating disorders of the cardiovascular and respiratory systems.

**Assignments:**

1. **Assigned reading:** Chapters 6 & 7, pages 155 to 248.
2. **Discussion** This week you will learn about the cardiovascular system. For coding purposes it is important to understand that hypertension is a medical diagnosis while high blood pressure is just a symptom. Research and discuss your findings regarding the risk factors, complications and treatment for hypertension.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 241, visit the American Lung Association's website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 6 & 7 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 4**

**Topic: Chapters 8 & 9 – The Nervous and Urinary Systems**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the nervous and urinary systems and discuss the function of each part.
2. Define the combining forms used in building words that relate to the nervous and urinary systems.
3. Identify the meaning of related abbreviations
4. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the nervous and urinary systems.
5. List and define the major pathological conditions of the nervous and urinary systems.
6. Define surgical terms related to the nervous and urinary systems.
7. List common pharmacological agents used in treating disorders of the nervous and urinary systems.

**Assignments:**

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1. **Assigned reading:** Chapters 8 & 9, pages 249 to 323.
2. **Discussion:** This week you learn about the urinary system. Research the four types of hemodialysis available to patients with end stage renal disease. Discuss which option you would choose if you were diagnosed with this condition and provide justification for your answer.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 318, visit the National Kidney Foundation's website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 8 & 9 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 5**

**Topic: Chapters 10 & 11 – The Male and Female Reproductive Systems**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the male and female reproductive systems and discuss the function of each part.
2. Define the combining forms used in building words that relate to the male and female reproductive systems.
3. Identify the meaning of related abbreviations
4. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the male and female reproductive systems.
5. List and define the major pathological conditions of the male and female reproductive systems.
6. Define surgical terms related to the male and female reproductive systems.
7. List common pharmacological agents used in treating disorders of the male and female reproductive systems.

**Assignments:**

1. **Assigned reading:** Chapters 10 & 11, pages 324 to 377.
2. **Discussion:** This week you will learn about the male and female reproductive systems. Healthcare providers are recommending the HPV vaccine for both young males and females. Research the health risks and benefits of this vaccine. Discuss your findings. Please remember to be respectful and objective when responding to classmates who might have differing opinions or perspectives on this sometimes controversial topic.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 373, google the words "prostate cancer". Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 10 & 11 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

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**Week 6**

**Topic: Chapters 12 & 13 – Blood, Lymphatic, and Immune Systems**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the blood system along with the lymphatic and immune systems and discuss the function of each part.
2. Define the combining forms used in building words that relate to the blood system along with the lymphatic and immune systems.
3. Identify the meaning of related abbreviations
4. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the blood system along with the lymphatic and immune systems.
5. List and define the major pathological conditions of the blood system along with the lymphatic and immune systems.
6. Define surgical terms related to the blood system along with the lymphatic and immune systems.

**Assignments:**

1. **Assigned reading:** Chapters 12 & 13, pages 378 to 438.
2. **Discussion:** This week you will learn about the blood system, the lymphatic system and the immune system. We are fortunate enough to have a St. Jude Midwest affiliate located in Peoria. Explore the St. Jude Children's Research Hospital website for information regarding childhood leukemia. Discuss the treatment options found in your research.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 405, visit the Aplastic Anemia Association website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 12 & 13 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 7**

**Topic: Chapters 14 & 15 – Digestive and Endocrine Systems**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the digestive and endocrine systems and discuss the function of each part.
2. Define the combining forms used in building words that relate to the digestive and endocrine systems.
3. Identify the meaning of related abbreviations
4. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the digestive and endocrine systems.
5. List and define the major pathological conditions of the digestive and endocrine systems.
6. Define surgical terms related to the digestive and endocrine systems.
7. List common pharmacological agents used in treating disorders of the digestive and endocrine systems.

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**Assignments:**

1. **Assigned reading:** Chapters 14 & 15, pages 439 to 522.
2. **Discussion:** This week you will learn about the digestive system and the endocrine system. Diabetes is an endocrine disease that can affect many other organs and systems. Research this topic and discuss potential complications in at least two different body systems.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 472, visit the American Gastroenterological Association website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 14 & 15 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 8**

**Topic: Chapters 16 & 17 – The Sensory System and Human Development**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the parts of the sensory system and discuss the function of each part.
2. Describe each stage of human development.
3. Define the combining forms used in building words that relate to the sensory system.
4. Identify the meaning of related abbreviations
5. Name the common diagnoses, laboratory tests and clinical procedures used in testing and treating disorders of the sensory system.
6. List and define the major pathological conditions of the sensory system.
7. Define surgical terms related to the sensory system.
8. List common pharmacological agents used in treating disorders of the sensory system.

**Assignments:**

1. **Assigned reading:** Chapters 16 & 17, pages 523 to 568.
2. **Discussion:** This week you will learn about the sensory system and human development. Explore the Centers for Disease Control and Prevention website for information regarding child development. Discuss the importance of monitoring developmental milestones in infants and children and share an example of a disorder that may be identified through this monitoring process.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 565, visit the Hospice Foundations of America's website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 16 & 17 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

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**Week 9**

**Topic: Chapters 18 & 19 – Terms in Oncology; Diagnostic Imaging, Radiation Oncology, and Surgery**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Name the types of cancer.
2. List the types of diagnostic imaging.
3. Explain the uses of radiation therapy.
4. List the types of surgery and some important surgical tools.
5. Define the combining forms used in building words that relate to oncology, diagnostic imaging and surgery.
6. Identify the meaning of related abbreviations

**Assignments:**

1. **Assigned reading:** Chapters 18 & 19, pages 569 to 614.
2. **Discussion:** This week you will learn about oncology, diagnostic imaging, radiation oncology and surgery. Due to changes in insurance coverage, many patients find themselves enduring procedures in an outpatient setting. These procedures are normally less invasive and utilize radiology guidance. Explore the possible procedures completed through interventional radiology and discuss your findings.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 609, visit the Agency for Health Care Policy and Research website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapter 18 & 19 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 10**

**Topic: Chapters 20 & 21 – Terms in Psychiatry and Terms in Dental Practice**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Describe common mental disorders.
2. Name the parts of the body treated in dentistry.
3. Define combining forms used in building words that relate to mental disorders and a dental practice.
4. Identify the meaning of related abbreviations.

**Assignments:**

1. **Assigned reading:** Chapters 20 & 21, pages 615 to 645.
2. **Discussion:** This week you will learn about psychiatry and dental practice. Many students who enter our program might not consider a career in a dental setting following graduation. However, several of our graduates have appreciated successful employment in this area. Dental disorders may lead to conditions in other body systems. Explore the A to Z topics on [www.mouthhealthy.org](http://www.mouthhealthy.org) and discuss a topic that you found interesting.

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3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 642, visit the American Dental Association's website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 20 & 21 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 11**

**Topic: Chapters 22 & 23 – Terms in Pharmacology; Complementary and Alternative Medicine**

**Objectives:**

Upon completion of this week's assignments, the student will be able to:

1. Describe the source and types of drugs.
2. Identify the various ways drugs are administered.
3. Define complementary and alternative medicine.

**Assignments:**

1. **Assigned reading:** Chapters 22 & 23, pages 646 to 673.
2. **Discussion:** This week you will learn about pharmacology, complementary medicine and alternative medicine. Alternative medicine has become increasingly popular in certain cultures. Discuss the pros and cons of complementary and alternative medicine treatments and justify your response. Please remember to be respectful and objective when responding to classmates who might have differing opinions or perspectives on this sometimes controversial topic.
3. **Assignment:** Complete the Stedman's Medical Dictionary worksheet posted in the online classroom. Submit the assignment to the online drop box by Monday at 8:00 AM.
4. **Using the Internet:** Per page 671, visit the National Center for Complementary and Alternative Medicine website. Please submit one paragraph summarizing new information learned from this site to the online drop box by Monday at 8:00 AM.
5. **Quiz:** Complete Chapters 22 & 23 quiz.
6. **Weekly Reflection:** Each student must submit a 3 paragraph report to the Weekly Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture, reading, and internet assignments. Please devote the last paragraph to two concepts that you found to be most personally important and/or valuable from this week's course material. Also share information regarding any information that you are having difficulty understanding or any concerns that you may have this week. The weekly reflection is due by Monday at 8:00 AM.

**Week 12**

**Topic: Final Exam**

**Assignments:**

1. Complete the Final Examination

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**Summer 2015**

2. **Final Reflection:** Each student must submit a 3 paragraph report to the Final Reflection drop box. The report shall summarize the learning concepts from the material covered in the lecture and reading assignments. Please devote the last paragraph to at least two concepts that you found to be most personally important and/or valuable from course material this quarter. Also share information regarding what you liked best about the course, what you liked least about the course, and any comments or suggestions for improvement. The final course reflection is due by Monday at 8:00AM.
3. Complete the Course Evaluation