

**Bossier Parish Community College**  
**Master Syllabus**

**Course Prefix and Number:** BLGY 110

**Credit Hours:** 3

**Course Title:** Medical Terminology

**Course Prerequisites:** None

**Textbook:** Medical Language for Modern Health Care, Fourth Edition (Inclusive).

**Course Description:**

This course is the study of the basic structure of medical terms including prefixes, suffixes, roots, combining forms, plurals, pronunciation, spelling, and definitions. The course introduces students to fundamental concepts in human anatomy and physiology.

**Learning Outcomes:**

At the end of this course, the student will

- A. analyze and build medical words that relate to the eleven human body systems in health and illness;
- B. spell and pronounce terms utilized in medical language;
- C. apply knowledge and skills to the interpretation of medical terms in their proper context; and
- D. define selected medical vocabulary words and abbreviations.

To achieve the learning outcomes, the student will

- 1. identify and define medical terms labeling the word parts. (D)
- 2. define commonly used medical abbreviations related to all body systems. (D)
- 3. define, spell, and correctly use common medical prefixes, suffixes, roots, and combining forms. (A,B,C)
- 4. analyze words by dividing them into component parts. (A)
- 5. define both medical terms and abbreviations related to all body systems (A, D)
- 6. identify the meaning of word roots associated with the systems of the body including integumentary, endocrine, nervous, digestive, respiratory, cardiovascular, lymphatic, respiratory, musculoskeletal, urinary, male and female reproductive. (A, B, C, D)
- 7. describe disease processes and symptoms that affect organs and systems of the human body. (A,B, C, D)
- 8. analyze medical terms in their proper contexts, such as medical reports, records, and clinical applications. (A,C)
- 9. name, locate, and describe the basic functions of the organs and systems of the body. (A,B)

10. apply rules and guidelines to correctly pronounce and spell medical and anatomical terms. (B)

**Course Requirements:** To earn a grade of “C” or higher the student must earn 70% of the total points for the course and meet all of the following course requirements.

- minimum average score of 60% on tests
- minimum score of 60% on a comprehensive final test
- minimum score of 70% on prefix, suffix, root word assessment
- If you are taking this course online, take special note that the final test will be given/taken on the BPCCC campus. Check under announcements in your Canvas course for dates and times. If you live outside a 100 mile radius of the campus, you MAY request to take your final at a pre-approved, proctored site but it must be a community college, college or university that you have contacted and has agreed to perform this service. You must contact your instructor within the first month of classes with the appropriate information: (1) name of community college, college or university; (2) name and contact information of the individual with whom you made the arrangements – email and phone number required. If this procedure incurs an expense, you must cover the cost. There are no exceptions.

**Course Grading Scale:**

- A- 90% or more of total possible points and a minimum average of 60% on tests and a minimum of 60% on the comprehensive final exam and a minimum of 70% on the assessment of prefixes, suffixes and root words
- B- 80% or more of total possible points and a minimum average of 60% on tests and a minimum of 60% on the comprehensive final exam and a minimum of 70% on the assessment of prefixes, suffixes and root words
- C- 70% or more of total possible points and a minimum average of 60% on tests and a minimum of 60% on the comprehensive final exam and a minimum of 70% on the assessment of prefixes, suffixes and root words
- D- 60% or more of total possible points and a minimum average of 60% on tests and a minimum of 60% on the comprehensive final exam and a minimum of 70% on the assessment of prefixes, suffixes and root words
- F- less than 60% of total possible points or less than a 60% average on tests or less than 60% on the comprehensive final exam or less than 70% on the assessment of prefixes, suffixes and root words

**Attendance Policy:** The college attendance policy is available at <http://catalog.bpc.edu/content.php?catoid=5&navoid=369#class-attendance>

## **Nondiscrimination Statement**

Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

### COORDINATOR FOR SECTION 504 AND ADA

Angie Cao, Student and Disability Services Specialist

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[acao@bpcc.edu](mailto:acao@bpcc.edu)

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Equity/Compliance Coordinator

Teri Bashara, Director of Human Resources

Human Resources Office, A-105

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Bossier City, LA 71111

Phone: 318-678-6056

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Reviewed by R Johnson April 2021