

COURSE SYLLABUS



COURSE TITLE:	MOA 155 – Medical Terminology
CLASS SECTION:	D01
TERM:	Winter 2024
COURSE CREDITS:	3
DELIVERY METHOD(S):	Online

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME:	Jasdeep Dhillon
EMAIL:	dhillonj@camosun.ca
OFFICE:	Not applicable
HOURS:	By appointment. Please email to book a time.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course will provide students with an understanding of medical terminology through the development of the necessary language skills to define, pronounce and correctly spell medical terms and includes related physiology and anatomy.

PREREQUISITE(S): One of: C in English 12, C in Camosun Alternative
CO-REQUISITE(S): None
EXCLUSION(S): None

COURSE LEARNING OUTCOMES / OBJECTIVES

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

- Apply proper health care terminology and indicate the importance of accuracy in all health care communications.
- Demonstrate the ability to communicate with other health care professionals using the appropriate medical language.
- Recognize the importance of maintaining a relevant medical vocabulary.
- Articulate the appropriate method to communicate with other health care professionals using the proper medical language related to human anatomy and systems.
- Illustrate the principles of how medical words are formed related to the structures and functions of the associated systems of the body.
- Demonstrate a basic understanding of body systems, anatomical structures, medical processes and procedures, and diseases.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

REQUIRED

- Chabner, D-E. (2021). *The language of medicine* (12h ed.). St. Louis, MO: Elsevier Inc ISBN: 978-0-323- 55147-2: hard copy text

NOTE: An e-text option is also available for this course through the Camosun Bookstore website (you purchase a retail access card with a code on it) <https://www.camosuncollegebookstore.ca/default.asp?>

The publisher provides excellent student study resources with your new text purchase at this link: <http://evolve.elsevier.com/Chabner/language/>

If you have a used 12th edition hard copy text and you want access to the extra learning resources online, you can purchase the student Evolve Resources for the Language of Medicine 12th edition directly from the publisher's site for \$45.95 Canadian. You can learn more about that option here: <https://evolve.elsevier.com/cs/product/9780323551465?role=student>

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK	TOPIC	PRACTICE ACTIVITY, DISCUSSION, CHAPTER QUIZ, EXAM DUE DATES
Week 1 Jan 8 – Jan 14	Course Introduction Chapter 1 Basic Word Structure Chapter 2 Terms Pertaining to the Body as a Whole	Introductory discussion post Practice Activities Chapter 1 and Chapter 2 Quizzes --due: 11:59 p.m. Jan 14
Week 2 Jan 15 – Jan 21	Chapter 3 Suffixes Chapter 4 Prefixes	Practice Activities Chapter 3 and Chapter 4 Quizzes --due: 11:59 p.m. Jan 21
Week 3 Jan 22 – Jan 28	Chapter 5 Digestive System Chapter 6 Additional Suffixes and Digestive System Terminology	Practice Activities Chapter 5 and Chapter 6 Quizzes --due: 11:59 p.m. Jan 28
Week 4 Jan 29 – Feb 4	Chapter 7 Urinary System Chapter 8 Female Reproductive System	Practice Activities Chapter 7 and Chapter 8 Quizzes --due: 11:59 p.m. Feb 4
Week 5 Feb 5 – Feb 11	Chapter 9 Male Reproductive System Chapter 10 Nervous System	Practice Activities Chapter 9 and Chapter 10 Quizzes --due: 11:59 p.m. Feb 11
Week 6 Feb 12 – Feb 18	Chapter 11 Cardiovascular System	Practice Activities Chapter 11 Quiz --due: 11:59 p.m. Feb 18
Week 7 Feb 19 – Feb 25	Midterm Exam	Sat, Feb 24, 10:00 a.m. – Online

WEEK	TOPIC	PRACTICE ACTIVITY, DISCUSSION, CHAPTER QUIZ, EXAM DUE DATES
Week 8 Feb 26 – Mar 3	Chapter 12 Respiratory System Chapter 13 Blood System	Practice Activities Chapter 12 and Chapter 13 Quizzes --due: 11:59 p.m. Mar 3
Week 9 Mar 4 – Mar 10	Chapter 14 Lymphatic and Immune Systems Chapter 15 Musculoskeletal System	Practice Activities Chapter 14 and Chapter 15 Quizzes --due: 11:59 p.m. Mar 10
Week 10 Mar 11 –Mar 17	Chapter 16 Skin	Practice Activities Chapter 16 Quiz --due: 11:59 p.m. Mar 17
Week 11 Mar 18 – Mar 24	Chapter 17 Sense Organs: The Eye and The Ear	Practice Activities Chapter 17 Quiz --due: 11:59 p.m. Mar 24
Week 12 Mar 25 – Mar 31	Chapter 18 Endocrine System Chapter 19 Cancer Medicine (Oncology)	Practice Activities Chapter 18 and Chapter 19 Quizzes --due: 11:59 p.m. Mar 31
Week 13 Apr 1 – Apr 7	Chapter 20 Radiology and Nuclear Medicine Chapter 21 Pharmacology	Practice Activities Chapter 20 and Chapter 21 Quizzes --due: 11:59 p.m. Apr 7
Week 14 Apr 8 – Apr 14	Chapter 22 Psychiatry	Practice Activities Chapter 22 Quiz --due: 11:59 p.m. Apr 14
Exam Period	Final Exam	Sat Apr 20, 10:00 am – online

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced noticed is required. Deadlines scan be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Chapter Quizzes	30%
Midterm Exam	35%
Final Exam	35%
TOTAL	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

Mandatory Attendance for First Class Meeting

This section of MOA 155 requires mandatory attendance for the first class meeting of the course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies for Students” [Registration Policies for Students | Camosun College](#)

Deadlines and exams

You must submit your assignments by the due date or as announced. A grade of zero will be assigned to late submissions. There are no additional assignments or make-up exams of any kind if you performed poorly on an assignment, midterm or final exam.

EXAM DATES WILL NOT BE RESCHEDULED. Non-attendance on scheduled exam dates will result in a zero grade. All exams must be written at the scheduled times with the exception of students requiring an accommodation by CAL. It is understood that emergency circumstances do occur (e.g. severe illness or family emergency); for such circumstances accommodation may be granted at the discretion of the instructor, provided the student:

- a) notifies the instructor *in advance* of the exam (not after), and
- b) provides documented evidence of the circumstance (e.g. medical certificate).

In most cases of an excused absence for an exam, an alternate exam will be scheduled for the student at the end of term.

Do not make travel plans until the final exam schedules are finalized and posted. Please ask any family members who might make travel plans on your behalf to consult you before booking tickets. Travel plans are not an acceptable reason to miss an exam.

Students registered through the [Centre for Accessible Learning \(CAL\)](#) should discuss timelines with their instructors at the beginning of each semester.

Medical notes must be dated, signed, and be written on letterhead or prescription paper imprinted with the physician’s name and address. Notes are accepted from Physician (GP or medical specialist), Nurse Practitioner, Psychiatrist, Psychologist, Counsellor and Aboriginal Elder.

SCHOOL OR DEPARTMENTAL INFORMATION

<https://legacy.camosun.ca/learn/school/business/>

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](http://camosun.ca/accessible-learning/) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at

<http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.