



Medical Terminology *2023-2024 Course Syllabus*

Contact Information

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Conference: 1st period 0755 - 0844

Course Description

Medical Terminology is the study of words that pertain to body systems, anatomy, physiology, medical processes and procedures and a variety of diseases. It provides specialized language for the health care team, enabling health care workers to communicate in an accurate, articulate and concise manner. This course is designed to give the students a comprehensive knowledge of word construction, definition and use of terms related to all areas of medical science. The course includes but is not limited to terms related to anatomy of the human body, functions of health and disease, and the use of language in processing medical/dental records and claim forms.

Course Disclaimer

The Medical Terminology class will discuss many topics relating to all of the body parts and functions, including both the male and female reproductive system. Frequently, students will label diagrams and view short videos to aid in the understanding of the system anatomy, function, disease diagnosis, and various medical procedures related to the particular system being discussed.

Course Agenda

- The Basics and the Body
- The Skeletal System
- The Muscular System
- The Integumentary System
- The Blood and the Lymphatic and Immune Systems
- The Cardiovascular System
- The Respiratory System
- The Digestive System
- The Nervous System
- The Special Senses
- The Endocrine System
- The Urinary System
- The Male Reproductive System
- The Female Reproductive System

Course Meeting Times

Period 5 - 1129-1155 and 1225-1255

Lunch - 1155-1225

Materials

- Required:
 - Blue/Black Pens
 - Pencils
 - Composition Notebook/1 subject spiral
 - Notebook paper
- Optional:
 - 2 pocket folder
 - 400 Note Cards
 - Binder Rings or Note Card Box
 - Map Colors/Markers

Important Websites

You and your parents should monitor your grades regularly by accessing the online grade book through [Skyward](#). Canvas, Microsoft 365, and Google Classroom may be utilized for class work.

Remind

I will be using Remind to send information and reminders to students and parents as needed. Please use the code for your class to join the Remind group. If you need instructions on how to join the group, please let me know.

5th Period - @grmt5

Behavior

As this class is preparing you for a career in healthcare, professional behavior is expected at all times during the class period.

Cell Phones

Cell phones and ear buds/headphones are not allowed during class unless approved by the instructor and are subject to the policies of Glen Rose ISD and Glen Rose High School.

Grading Scale and Policy

- Daily Assignments will count as 1 grade - minimum 8 daily grades per 6 weeks
- Assessments (Test, Major Projects, Research Projects, Skills Assessment) - will count as 2 grades - minimum 2 major grades per 6 weeks
- **Re-Testing**
 - Student may have the opportunity to correct any failing assessment grade
 - Failing grade may be corrected for a grade up to a 70
 - Student must take initiative to REQUEST and schedule re-testing times
 - Must be completed within 5 class days
- **Late Work**
 - Students are expected to complete and turn in all assignments on time
 - Late assignments will be subject to a maximum grade of 70
 - No late assignments will be accepted after 5 school days
- **Make-Up Work**
 - It is the student's responsibility to follow proper procedure to get assignments missed
 - Copies of missed assignments are available in class and/or online
 - Due dates will be based on case by case situation, but are subject to late work policy
 - Must be completed within 5 class days

Tutoring

Tutoring is offered before or after school by appointment only.

Cheating/Plagiarism

Cheating and plagiarism will not be tolerated within this class. If you choose to use someone else's work as your own without the proper citation, a zero will be given as the grade for the assignment and you will not have the option to make up the assignment.

Emergency Campus/ISD Closure

If we are subject to an emergency closure, we will follow the instructions given by the ISD or campus administration. Any assignments you may be responsible for will be on Canvas and a Remind message will be sent with any instructions you may need for the assignment.

*** Syllabus subject to change per instructor discretion ***