



# Dallas High School Home of the Dragons



## Medical Terminology II

2013-2014

**Instructor:** Monique Lankheet

**Telephone:** (503) 623-8336 X 625

**Email:** Monique.Lankheet@dsd2.org

**Office Hours:** Tues-Friday 3:00-3:30, Mon/Wed/Fri; 1:30-3:00, additional times by arrangement.

**Course Description:** This course is designed as a continuation of Medical Terminology I, with an emphasis on identifying word parts used in describing the structure, function, pathology, and operative, in preparing yourself for medical communication in one of the vast array of occupations now available in the health care industry.

*This course is available for College Credit Now through Chemeketa Community College. This credit is approximately \$25 is fully transferable to four year colleges as either anatomy credit or as science elective credit. Check with your specific college of interest for details.*

**Texts: Language of Medicine, 9<sup>th</sup> Edition, Chabner**

### **Course Outline**

	Unit Topic	Summative Assessment
Unit 1	Blood System	Unit Exam, Spelling Test
Unit 2	Lymphatic and Immune Systems	Unit Test, Spelling Test
Unit 3	Cardiovascular System	Unit Test, Spelling Test
Unit 4	Respiratory System	Unit Test, Spelling Test
Unit 5	Digestive System	Unit Test, Spelling Test
Unit 6	Additional Suffixes & Digestive System Terminology	Unit Test, Spelling Test
Unit 7	Female Reproductive System	Unit Test, Spelling Test
Unit 8	Male Reproductive System	Unit Test, Spelling Test
Unit 9	Urinary System	
Unit 9	Comprehensive Final	Final; Multiple Choice & Short Answer

### **Standards to Be Assessed:**

1. Standard 1: Analyze, build, spell and pronounce medical terms.
2. Standard 2: Use medical terms to describe the human body systems: anatomy, physiology, pathophysiology, diagnosis, and treatment
3. Standard 3: Describe diagnosis, laboratory test, and related reports
4. Standard 4: Analyze patient data using reports and diagnoses from case studies
5. Standard 5: Review and evaluate medical literature for content, interpretation and pronunciation of terms

**Career Related Learning Standards:** Career-related learning standards (CRLS) are fundamental skills essential for success in employment, college, family, and community life. We have integrated the Personal Management standard from the CRLS into all courses at DHS. **This standard will be assessed and communicated independent of the academic grade.** It is included below and mainly includes behaviors that will be assessed in this course.

- **Personal Management Standard:** Exhibit appropriate work ethic and behaviors in school, community and workplace.
  - Students will identify tasks that need to be done and initiate action to complete the tasks.
  - Students will plan, organize and complete projects and assigned tasks on time, meeting agreed upon standards of quality.
  - Students will take responsibility for decisions and actions and anticipate consequences of decisions and actions.
  - Students will maintain regular attendance and be on time daily.
  - Students will maintain appropriate interactions with colleagues.

### **Grading and Assessment:**

Student's final grade for each course will be broken down into two categories:

- 1) **Academic:** based on assessments, tests, projects and performances that measure learning.
- 2) **Personal Management:** based on homework completion and other behaviors measuring the CRLS personal management standard.

**The Final grade is calculated as follows: 75%** of the course grade will be based on the **Academic** grade and **25%** on the **Personal Management** grade.

- Any items included in the Academic grade (PA) may be retaken and the higher grade recorded. Teachers may extend the retake time period, but as a rule all retakes need to be done within 2 weeks of the initial assessment.
- Students will complete extra preparation before retaking an assessment.
- Personal management work turned in late may be reduced by up to 50% credit.
- Retakes are not allowed on Personal Management assignments.

- Students must schedule performance retakes at their teacher's convenience. (Speech, drama, labs.)

**Academic Integrity:** We expect students to express academic integrity by doing their own work and properly documenting information gathered from other sources. Students who violate the principles of academic integrity will be subject to disciplinary consequences (see Insubordination section of the on-line student agenda).

**Extra Credit:** Extra credit is not offered, however students may be given additional opportunities to show mastery.

**Cell Phones and Electronic Devices:** Mobile phones are not to be in use or in open view within classrooms, restrooms, locker rooms, or during lockdown situations. Misuse of mobile phone or electronic device will lead to the following consequences:

- ☐ 1st offense - confiscated device is delivered to the main office and returned to the student at the end of the school day.
- ☐ 2nd offense - confiscated device is delivered to the main office where parent/guardian will be contacted to reclaim possession.
- ☐ 3rd offense – discipline referral for “insubordination”, parent contact, and student will no longer be allowed to have the device at school without administrator permission

Personal Communication Devices Board Policy:

<http://policy.osba.org/dallas/j/jfceb%20r%20g1.pdf>

**College Course:** Please be reminded that this is an entry-level college freshman course. As such, students should be prepared to put in the necessary work and study time required of such a course. For those pursuing a career in the health services field, this year can put them an appreciable jump ahead of their peers enrolling also in this field of study.

**Tardies and Unexcused Absences:** Points will be given towards the Personal Management grade at the end of each grading period (9 weeks/18 weeks) for daily attendance and punctuality. Points will be deducted for each tardy and each unexcused absence in that 9-week grading period. Overly disruptive behavior may also result in loss of attendance points.

**Parents:** Please keep the rest of the syllabus. By signing this form, you acknowledge that you have read and fully understood the expectations, rules, and standards associated with (Fill in the name of your course here) . If you have questions, please call 503-623-8336 or email using the email address provided in this document.

Parent Name:

Parent Signature:

Parent email Address:

Parent Phone:

Student Name:

Student Signature: