

NORTH CENTRAL TEXAS COLLEGE
Surgical Technology



COURSE SYLLABUS

SRGT 1201
Medical Terminology

Spring 2010

Developed: Fall 2002 NCTC Surgical Technology Faculty



NORTH CENTRAL TEXAS COLLEGE COURSE SYLLABUS

| | | | |
|---------------------------------|-------------------------------------|----------------------------|---|
| Course Name & Number | SRGT1201 Medical Terminology | Semester & Year | Spring 2010 |
| Instructor's Name | Janis Smith LVN, CST, CFA | Office Phone # | 940-498-6418 940-498-6237 |
| Instructor's Office # | LL112 | Office Fax # | 940-497-0070 |
| E-mail Address | jsmith@nctc.edu | Office Hours | By Appointment By e-mail By Phone By Virtual Classroom |

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|--|--|---------------------|------|-----------|------|---------------------|------|---|-----------|----------|---|------|---------|---|---------|---------|---|----------------|---------|---|---------|----------------|
| Grading Policy & Procedures | <p>The following will be used as the basis for determining the course numerical grade:</p> <table><tr><td>Weekly Quizzes (16)</td><td>=30%</td></tr><tr><td>Exams (4)</td><td>=30%</td></tr><tr><td>Comprehensive Final</td><td>=40%</td></tr></table> <p>The Final Examination is mandatory to complete this online course. The student is required to have a 75% or better average to pass this course.</p> <p>Letter grades will be assigned on the basis of the following numerical grades:</p> <table><tr><td>A</td><td>Excellent</td><td>91-100 %</td></tr><tr><td>B</td><td>Good</td><td>82-90 %</td></tr><tr><td>C</td><td>Average</td><td>75-81 %</td></tr><tr><td>D</td><td>Unsatisfactory</td><td>65-74 %</td></tr><tr><td>F</td><td>Failure</td><td>64 % and below</td></tr></table> | Weekly Quizzes (16) | =30% | Exams (4) | =30% | Comprehensive Final | =40% | A | Excellent | 91-100 % | B | Good | 82-90 % | C | Average | 75-81 % | D | Unsatisfactory | 65-74 % | F | Failure | 64 % and below |
| Weekly Quizzes (16) | =30% | | | | | | | | | | | | | | | | | | | | | |
| Exams (4) | =30% | | | | | | | | | | | | | | | | | | | | | |
| Comprehensive Final | =40% | | | | | | | | | | | | | | | | | | | | | |
| A | Excellent | 91-100 % | | | | | | | | | | | | | | | | | | | | |
| B | Good | 82-90 % | | | | | | | | | | | | | | | | | | | | |
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| D | Unsatisfactory | 65-74 % | | | | | | | | | | | | | | | | | | | | |
| F | Failure | 64 % and below | | | | | | | | | | | | | | | | | | | | |
| Grading Policy & Procedures | <p><u>POLICY:</u> Modules-The student must complete modules within the week they are assigned. The assignment dates are located in the course syllabus and on ANGEL under "Resources." The modules are located under "Lessons."</p> <p>Quizzes: The student must complete the quiz that follows each module. The quiz is due on the same week as the module is due. The due dates are located</p> | | | | | | | | | | | | | | | | | | | | | |

***Grading Policy &
Procedures cont.***

in “Course Information” under “Assignment Dates.” No quizzes will be accepted after the due date.

Exams:

The student must complete the exams within the assigned time located in the “Course Information” under “Assignment Dates.” All exams are timed and will be turned off at the designated time. No exams will be accepted after the due date.

Test Blue-print

Test items are written at the cognitive level of comprehension and application to foster critical thinking. To think critically, students must be able to apply concepts taught in the course content to clinical situations. In order to enhance critical thinking, multiple-choice test items will require application of concepts and ideas that requires choices such as what is the best, most important, first, highest priority, etc. This testing format requires a high level of discrimination and thereby requires students to think critically.

Catalog Description

SRGT1201 Medical Terminology

Study of the basic structure of medical words including prefixes, suffixes, roots, combining forms, plurals, pronunciation, spelling, and the definitions of medical terms. Emphasis is on building a professional vocabulary required for employment in the allied health care field.

Placement in Sequence

This course is taught in the first semester of the Surgical Technology program.

Catalog Description

Time and Credit

This course consists of 2 lecture hours. Two semester credit hours are awarded to the student who satisfactorily completes the requirements of this course.

SCANS Skills

Each course objective addresses SCANS Skills. Explanation of these skills may be found under Workforce Education Program Elements in this syllabus.

Student Learning Outcomes

Upon successful completion of this course, the student will be able to use a professional vocabulary required for employment in the allied health field based on the knowledge of the basic structure of medical words including prefixes, suffixes, roots, combining forms, plurals, pronunciation, spelling and definitions of medical terms.

Textbooks & Materials Required / Recommended

Required Textbooks:

Exploring Medical Language 7th Edition ISBN 978-0-323-04950-4

Myrna LaFleur Brooks- New only-Used books will not contain the required access code

Internet access to online course work

EEOC Statement

North Central Texas College does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability in the employment or the provision of service.

WEB Page

Visit the North Central Texas College web page for information on registration, financial aid, counseling/advising, and cost of tuition and fees. You will also find information on the catalog and semester schedules as well as courses of study. You can keep up with what is happening on campus by checking the calendar of events and the sports news. The web has information on the library as well as links to other areas of interest. Check out our web page at <http://www.nctc.edu>.

Course Competencies

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

1. Identify the elements of the medical terms and word processes.
2. Divide prefixes and suffixes into functional sets.
3. Interpret and understand complex medical terms.
4. Acquire a foundation of knowledge for the language of medicine.
5. Participate with the audiovisual presentation of each lesson.
6. Complete the modules and quizzes following each lesson.
7. Take a comprehensive final reviewing all lessons.

Attendance Policy**Class Attendance:**

Students are expected to log on at least three hours per week. It is imperative that students stay on top of the reading and module assignments. Students must complete all work by the scheduled due date. No module or quiz will be accepted after the due date unless approved by the instructor. Please do not wait until the last minute to do the assignments. Self motivation is required to be successful in an online course.

Scholastic Integrity

Scholastic dishonesty shall include, but not be limited to cheating on a test, plagiarism, and collusion. See *Student Handbook* “Student Rights & Responsibilities: Student Conduct [FLB-(LOCAL)]” #18.

ADA Statement

North Central Texas College does not discriminate on the basis of disability for admission or access to its programs. The College is committed to providing equal access to its students with disabilities by providing appropriate accommodations; a variety of services and resources are made available through the ACCESS Department. Students are responsible for notifying the ACCESS Department of their need for assistance. Students with documented disabilities, such as mobility impairment, hearing or visual impairment, learning, and/or psychological disorders are eligible for services.

Additional Resources

ACCESS Program:

The ACCESS Program provides accommodations for students who have a documented disability. A disability is anything that can interfere with learning, such as a learning disability, psychological challenge or physical illness or injury. Accommodations may include extra time on tests, tests in a non-distracting environment, note taker in class, etc. On the Corinth Campus, contact: Robin Truhe (rtruhe@nctc.edu, 940-498-6207) or Penny Cogbill (pcogbill@nctc.edu, 940-498-6212) or Nicole Walton (nwalton@nctc.edu, 940-498-6224 in Suite 170. On the Gainesville and Bowie Campuses, contact Yvonne Sandmann (ysandmann@nctc.edu, (940) 668-7731 ext. 4321) in Room 112.

Student Success Center:

The Student Success Center is designed to help all students at NCTC develop tools to achieve their academic goals. Students can attend free interactive workshops about Time Management, Study Skills, Test Anxiety, Choosing a Major, Learning Style Strategies, Career Exploration, and much more. This program also links students to FREE tutoring, including a Writing Center, a Math Lab, and free online tutoring in the evening and helps new students acclimate to college by providing new student orientations and THEA/Compass Test Preparation. All students are invited to visit the Student Success Center. We are located in Rooms 160, 170, 183, and 188 in Corinth and 114 in Gainesville. To learn more, stop by or call 940-668-4209. Please contact Dwight Siebman on the Bowie Campus for information regarding Student Success Services (940-872-4002 ext. 5218).

TRIO Program:

TRIO Programs are federally funded programs which offer services designed to assist students in achieving their academic goals. Services include educational workshops, academic advising, tutoring, personal counseling, career counseling, cultural enrichment, and financial aid information. Students may be eligible for TRIO if they are currently enrolled at North Central Texas College, have academic need, and meet at least ONE of THREE criteria which include: 1) first generation status—neither parent has graduated from college 2) income level is within federal low income guidelines, and/or 3) has a documented disability. TRIO is located in Room 170 on the Corinth Campus and Room 114 on the Gainesville Campus. To learn more, stop by or call 940-498-6214. Please contact Dwight Siebman on the Bowie Campus for information regarding TRIO services (940-872-4002 ext.5218).

Students can access our website by going to www.nctc.edu and clicking on the red button in the middle of the page labeled “Tutoring and Other ACADEMIC SUPPORT SERVICES” or by going directly to http://www.nctc.edu/Student_Services/Access/AcademicandStudentSupportServices.htm.

Teaching Methodologies

The learning environment is structured and planned by the instructor using interactive/cooperative learning methods to help the student learn by collaborating with the instructor and the peer group. Methods that may be utilized include lecture, demonstration/return demonstration, written or reading assignments, journal article review or research, oral presentations, computer-assisted instruction, activity packages, case studies, group discussion, and simulations. Additionally, audiovisual aids will be assigned for review outside of the structured class time. Access to the Internet and CAI programs is available and utilization of these programs is important for success in this class.

Tentative Calendar

| | |
|-----------------------|--------------------------------|
| January 19, 2010 | Tuesday, Orientation 6:00 pm |
| January 19-30 | Modules 1 Quiz 1 |
| January 31-February 6 | Modules & Quizzes 2 & 3 |
| February 7-13 | Module 4 and Quiz 4 |
| February 14-15 | Exam I over Modules 1-4 |
| February 14-20 | Module 5 & 6 and Quizzes 5 & 6 |
| February 21-27 | Module 7 and Quiz 7 |
| February 28-March 6 | Module 8 and Quiz 8 |
| March 7-8 | Exam II over Modules 5-8 |
| March 7-13 | Module 9 and Quiz 9 |
| March 14-20 | Spring Break |
| March 21-27 | Modules and Quizzes 10 and 11 |
| March 28-April 3 | Module 12 and Quiz 12 |
| April 4-5 | Exam III over Modules 9-12 |
| April 4-10 | Module 13 and Quiz 13 |
| April 11-17 | Module 14 and Quiz 14 |
| April 18-24 | Module 15 and Quiz 15 |
| April 25-May 1 | Module 16 and Quiz 16 |
| May 2-3 | Exam IV over Modules 13-16 |
| May 8-11 | Comprehensive Final |

Topical Outline of Course Content:

Part I. Introduction to Word Parts and Human Body Structure

Chapter 1 Introduction to Word Parts

- A. Objectives
- B. Origins of Medical Language
- C. Four Word Parts
- D. Combining Form
- E. Techniques for Learning Medical Terms Built from Word Parts
- F. Chapter Review

Chapter 2 Body Structure, Color, and Oncology

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 3 Directional Terms, Anatomic Planes, and Quadrants

- A. Objectives
- B. Anatomic Position
- C. Word Parts
- D. Directional Terms
- E. Anatomic Planes
- F. Abdominopelvic Regions
- G. Abdominopelvic Quadrants
- H. Practical Application
- I. Chapter Review

Part II. Body Systems

Chapter 4 Integumentary Systems

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 5 Respiratory System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 6 Urinary System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 7 Male Reproductive System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 8 Female Reproductive System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 9 Obstetrics and Neonatology

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 10 Cardiovascular, Immune, and Lymphatic Systems and Blood

- A. Objectives
- B. Anatomy

- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 11 Digestive System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 12 Eye

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 13 Ear

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 14 Musculoskeletal System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 15 Nervous System and Behavioral Health

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter 16 Endocrine System

- A. Objectives
- B. Anatomy
- C. Word Parts
- D. Medical Terms
- E. Practical Application
- F. Chapter Review

Chapter Learning Outcomes

The student will utilize content from lectures, assigned readings, workbook illustrations and exercises, and research findings for each chapter to be able to:

Chapter 1 Introduction to Word Parts

1. Describe four origins of medical language.
2. Identify and define the four word parts and the combining form.
3. Analyze and define medical terms.
4. Build medical terms for given definitions.

Chapter 2 Body Structure, Color, and Oncology

1. Identify anatomic structures of the human body.
2. Define and spell word parts related to body structure, color and oncology.
3. Define, pronounce, and spell disease and disorder oncology terms.
4. Define, pronounce, and spell body structure terms.
5. Define, pronounce, and spell complementary terms related to body structure, color and oncology.
6. Identify and use singular and plural endings.
7. Interpret the meanings of the abbreviations related to body structure and oncology.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 3 Directional Terms, Anatomic Planes, Regions and Quadrants

1. Define and spell word parts related to directional terms.
2. Define, pronounce and spell terms used to describe directions with respect to the body.
3. Define, pronounce, and spell terms used to describe the anatomic planes.
4. Define, pronounce, and spell terms used to describe the abdominopelvic regions.
5. Identify and spell the four abdominopelvic regions.
6. Interpret the meanings of abbreviations presented in this chapter.
7. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 4 Integumentary Systems

1. Identify organs and structures of the integumentary system.
2. Define and spell word parts related to the integumentary system.
3. Define, pronounce, and spell disease and disorder terms related to the integumentary system.
4. Define, pronounce, and spell surgical terms related to the integumentary system.
5. Define, pronounce, and spell complementary terms related to the integumentary system.

6. Interpret the meanings of abbreviations related to the integumentary system
7. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 5 Respiratory System

1. Identify the organs and other structures of the respiratory system.
2. Define and spell word parts related to the respiratory system.
3. Define, pronounce, and spell disease and disorder terms related to the respiratory system.
4. Define, pronounce, and spell surgical terms related to the respiratory system.
5. Define, pronounce, and spell diagnostic terms related to the respiratory system.
6. Define, pronounce, and spell complementary terms related to the respiratory system.
7. Interpret the meanings of abbreviations related to the respiratory system.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 6 Urinary System

1. Identify organs and other structures of the urinary system.
2. Define and spell word parts related to the urinary system.
3. Define, pronounce, and spell disease and disorder terms related to the urinary system.
4. Define, pronounce, and spell surgical terms related to the urinary system.
5. Define, pronounce, and spell diagnostic terms related to the urinary system.
6. Define, pronounce, and spell complementary terms related to the urinary system.
7. Interpret the meanings of abbreviations related to the urinary system.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 7 Male Reproductive System

1. Identify organs and other structures of the male reproductive system.
2. Define and spell word parts related to the male reproductive system.
3. Define, pronounce, and spell disease and disorder terms related to the male reproductive system.
4. Define, pronounce, and spell surgical terms related to the male reproductive system.
5. Define, pronounce, and spell diagnostic terms related to the male reproductive system.

6. Define, pronounce, and spell complementary terms related to the male reproductive system.
7. Interpret the meanings of abbreviations related to the male reproductive system.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 8 Female Reproductive System

1. Identify organs and other structures of the female reproductive system.
2. Define and spell word parts related to the female reproductive system.
3. Define, pronounce, and spell disease and disorder terms related to the female reproductive system.
4. Define, pronounce, and spell surgical terms related to the female reproductive system.
5. Define, pronounce, and spell diagnostic terms related to the female reproductive system.
6. Define, pronounce, and spell complementary terms related to the female reproductive system.
7. Interpret the meanings of abbreviations related to the female reproductive system.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 9 Obstetrics and Neonatology

1. Identify organs and other structures relating to pregnancy.
2. Define and spell word parts related to the obstetrics and neonatology.
3. Define, pronounce, and spell disease and disorder terms related to obstetrics and neonatology.
4. Define, pronounce, and spell surgical terms related to obstetrics and neonatology.
5. Define, pronounce, and spell diagnostic terms related to obstetrics and neonatology.
6. Define, pronounce, and spell complementary terms related to obstetrics and neonatology.
7. Interpret the meanings of abbreviations related to obstetrics and neonatology.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 10 Cardiovascular, Immune and Lymphatic Systems and Blood

1. Identify organs and other structures of the cardiovascular and lymphatic systems and blood and the function of the immune system.
2. Define and spell word parts related to the cardiovascular and lymphatic systems and blood.

3. Define, pronounce, and spell disease and disorder terms related to the cardiovascular and lymphatic systems and blood.
4. Define, pronounce, and spell surgical terms related to the cardiovascular and lymphatic systems and blood.
5. Define, pronounce, and spell diagnostic terms related to the cardiovascular and lymphatic systems and blood.
6. Define, pronounce, and spell complementary terms related to the cardiovascular and lymphatic systems and blood.
7. Interpret the meanings of abbreviations presented in this chapter.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 11 Digestive System

1. Identify organs and other structures of the digestive system.
2. Define and spell word parts related to the digestive system.
3. Define, pronounce, and spell disease and disorder terms related to the digestive system.
4. Define, pronounce, and spell surgical terms related to the digestive system.
5. Define, pronounce, and spell diagnostic terms related to the digestive system.
6. Define, pronounce, and spell complementary terms related to the digestive system.
7. Interpret the meanings of abbreviations related to the digestive system.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 12 Eye

1. Identify organs and structures of the eye.
2. Define and spell word parts related to the eye.
3. Define, pronounce, and spell disease and disorder terms related to the eye.
4. Define, pronounce, and spell surgical terms related to the eye.
5. Define, pronounce, and spell diagnostic terms related to the eye.
6. Define, pronounce, and spell complementary terms related to the eye.
7. Interpret the meanings of abbreviations related to the eye.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 13 Ear

1. Identify organs and structures of the ear.
2. Define and spell word parts related to the ear.
3. Define, pronounce, and spell disease and disorder terms related to the ear.
4. Define, pronounce, and spell surgical terms related to the ear.

5. Define, pronounce, and spell diagnostic terms related to the ear.
6. Define, pronounce, and spell complementary terms related to the ear.
7. Interpret the meanings of abbreviations related to the ear.
8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 14 Musculoskeletal System


1. Identify organs and structures of the musculoskeletal system.
2. Identify and define types of body movements.
3. Define and spell word parts related to the musculoskeletal system.
4. Define, pronounce, and spell disease and disorder terms related to the musculoskeletal system.
5. Define, pronounce, and spell surgical terms related to the musculoskeletal system.
6. Define, pronounce, and spell diagnostic terms related to the musculoskeletal system.
7. Define, pronounce, and spell complementary terms related to the musculoskeletal system.
8. Interpret the meanings of abbreviations related to the musculoskeletal system.
9. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 15 Nervous System and Common Behavioral Health Terms

1. Identify organs and other structures of the nervous system.
2. Define and spell word parts related to the nervous system.
3. Define, pronounce, and spell disease and disorder terms related to the nervous system.
4. Define, pronounce, and spell surgical terms related to the nervous system.
5. Define, pronounce, and spell diagnostic terms related to the nervous system.
6. Define, pronounce, and spell complementary terms related to the nervous system.
7. Define, pronounce, and spell behavioral health terms.
8. Interpret the meanings of abbreviations related to the nervous system.
9. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Chapter 16 Endocrine System

1. Identify organs and other structures of the endocrine system.
2. Define and spell word parts related to the endocrine system.
3. Define, pronounce, and spell disease and disorder terms related to the endocrine system.
4. Define, pronounce, and spell surgical terms related to the endocrine system.

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5. Define, pronounce, and spell diagnostic terms related to the endocrine system.
 6. Define, pronounce, and spell complementary terms related to the endocrine system.
 7. Interpret the meanings of abbreviations related to the endocrine system.
 8. Interpret, read, and comprehend medical language in simulated medical statements and documents.

Workforce Education Program Elements (SCANS Skills)

The Secretary's Commission on Achieving Necessary Skills (SCANS) conducted extensive research and interviews and determined that "workplace know-how" consists of two elements: foundations skills and workplace competencies.

These SCANS Skills are referenced with each course objective and are as follows:

(1) Foundation Skills

- (a) **Basic Skills:** A worker must (i) read, (ii) write, (iii) perform arithmetic and mathematical operations, (iv) listen, and (v) speak effectively.
- (b) **Thinking Skills:** A worker must (i) think creatively, (ii) make decisions, (iii) solve problems, (iv) visualize, (v) know how to learn, and (vi) reason effectively.
- (c) **Personal Qualities:** A worker must display (i) responsibility, (ii) self-esteem, (iii) sociability, (iv) self-management, (v) integrity, and (vi) honesty.

2) Workplace Competencies

- (a) **Resources:** A worker must identify, organize, plan, and allocate resources effectively. This includes (i) time, (ii) money, (iii) material and facilities, and (iv) human resources.
- (b) **Interpersonal Skills:** A worker must work with others effectively to (i) participate as a member of a team, (ii) teach others new skills, (iii) serve clients/customers, (iv) exercise leadership, (v) negotiate, and (vi) work with diversity.
- (c) **Information:** A worker must be able to (i) acquire and use information, (ii) organize and maintain information, (iii) interpret and communicate information and (iv) use computers to process information.
- (d) **Systems:** A worker must understand complex interrelationships as in (i) understanding systems, (ii) monitor and correct performance, and (iii) improve and design systems.
- (e) **Technology:** A worker must be able to work with a variety of technologies, e.g. (i) select technology, (ii) apply technology, and (iii) maintain and troubleshoot equipment.

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| Program: Surgical Technology | Credential: Certificate |
| CIP: 51.0909 | |

List of all Courses Required and Identified Competencies

| Competencies | | | | | | | | Course Number | Course Title |
|--------------|---|---|---|---|---|---|---|---------------|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | | |
| X | X | X | X | X | X | X | X | VNSG 1420 | Anatomy & Physiology for Allied Health |
| X | X | | X | X | X | X | | SRGT 1201 | Medical Terminology |
| X | X | X | X | X | X | X | X | SRGT 1505 | Introduction of Surgical Technology |
| X | X | | X | X | X | X | X | SRGT 1509 | Fundamentals of Perioperative Concepts and Techniques |
| X | X | X | X | X | X | X | X | SRGT 1261 | Clinical (Introductory) |
| X | X | X | X | X | X | X | X | SRGT 1441 | Surgical Procedures I |
| X | X | X | X | X | X | X | X | SRGT 1661 | Clinical (Intermediate) |
| X | X | X | X | X | X | X | X | SRGT 1442 | Surgical Procedures II |
| X | X | X | X | X | X | X | X | SRGT 1662 | Clinical (Advanced) |
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| Competency References | | | | | | | |
|-----------------------|--|--|--|--|--|--|-------------------------------|
| | | | | | | | 8 - Basic use of computers |
| | | | | | | | 7 - Workplace competencies |
| | | | | | | | 6 - Personal qualities |
| | | | | | | | 5 - Thinking skills |
| | | | | | | | 4 - Speaking and listening |
| | | | | | | | 3 - Arithmetic or mathematics |
| | | | | | | | 2 - Writing |
| | | | | | | | 1 - Reading |

Dept Chair _____ Dean _____

RECEIPT OF SYLLABUS

I have read and understand the syllabus for SRGT1201 Medical Terminology. The items in the syllabus have been explained to me. I understand that it is my responsibility to seek any additional clarification that I may need from the instructor.

I understand that if I stop attending class and I fail to drop this course through the Registrar's Office, I will receive a letter grade of "F" in the course.

I have received a Surgical Technology Student Handbook. I have read and understand the policy regarding absences.

I have access to the college's guidelines concerning the disclosure of disabilities. I understand the guidelines and I know that it is my responsibility to tell my instructor if I have special learning needs.

The instructor has my permission to post my grades using a code name that I have chosen and given to the instructor.

The Surgical Technology program has my permission to post my name on clinical lists, class rosters, and other lists as deemed necessary for students enrolled in the program as well as to display a picture of me on bulletin boards and/or the web site.

Name _____
(Please Print)

Student Signature: _____ Date: _____