

Medical Terminology

2025-2026 Course Syllabus / Lubbock-Cooper Liberty Health Science

Instructor: Bobbie Kite BSN, RN, CPhT

Classroom: 114

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Conference: Blue and Red Days 4th Period (2:15-3:45p)

Course Description:

Medical Terminology is part of the career and technical education (CTE) instruction that provides content aligned with challenging academic standards and relevant technical knowledge and skills for students to further their education and succeed in current or emerging health science professions. This course is designed to introduce students to the structure of medical terms, including prefixes, suffixes, word roots, singular and plural forms, and medical abbreviations. The course allows students to achieve comprehension of medical vocabulary appropriate to medical procedures, human anatomy and physiology, and pathophysiology. Successful completion of this course will prepare the student to enroll in Health Science Theory next year, in which they will build upon existing healthcare knowledge.

Upon successful completion of this course, students will earn CTE college credit for South Plains College Course Number HITT-1305-156 Medical Terminology I at no cost to the student. This course is NOT weighted like the Arts & Science Dual Credit Course.

Nine-Weeks Period	Unit Title & Learning Focus	Major Assessments
1st Nine Weeks	Ch 1: Med Term Intro and Basics Ch 2: Body Basics Ch 4: Skeletal System	Ch 1 Quiz Ch 2 Quiz Ch 4 Quiz
2nd Nine Weeks	Ch 5: Muscular System Ch 3: Integumentary System Ch 7: Lymphatic and Immune System	Ch 5 Quiz Ch 3 Quiz Ch 7 Quiz Summative Semester Exam
3rd Nine Weeks	Ch 6: Cardiovascular System Ch 8: Respiratory System Ch 9: Gastrointestinal System	Ch 6 Quiz Ch 8 Quiz Ch 9 Quiz
4th Nine Weeks	Ch 10: Neurological System and Mental Health Ch 12: Endocrine System Ch 13: Urinary System Ch 14/15: Reproductive System	Ch 10 Quiz Ch 12 Quiz Ch 13 Quiz Ch 14/15 Quiz

Key Instructional Resources and Texts

Primary Resources: GW Introduction to Medical Terminology, Stanhope/Turnball

Tutorial Hours:

Morning Tutorials Wednesday, and Friday 8:00-8:35am, Monday, Tuesday, Thursday (8:00-8:35am by appointment)

Course Supplies:

1 single subject spiral notebook (to stay in classroom)

General Classroom Supplies (scissors/glue/pencils/pens)

Grading Criteria:

Per school policy for elective courses. A minimum of 10 daily grades per 9 week grading period, with term quizzes and large projects counting twice.

Late Work:

Students are responsible for turning in all assignments/projects on time. Late work will result in loss of 10 points per day on participation grade. Assignments that are turned in after 3 class periods will be graded, but this will affect participation grade. Mandatory tutorials will be assigned to give the student an opportunity to complete work on the second day an assignment was late. If there is a situation that affects work being turned in by the set deadline, the student is responsible to inform the instructor. If work has already been graded or reviewed as a class, an alternate assignment may be given. This does not apply to projects. Projects may be turned in on or before the due date. If the student misses class on the date a project is due, it is expected to be turned in the next day the student is present in class. Students that miss class on a test day MUST take the test the next regularly scheduled class they attend.

Retesting:

Any student who fails a test or quiz will have ONE opportunity to improve the grade up to 70, provided they meet the time and work requirements determined by the instructor in the course. If a student knows ahead of time they will miss, it is their responsibility to schedule a time with the instructor to take the exam.

Electronic Devices:

Electronic documentation is an industry standard in healthcare. Therefore, a majority of the work in this class will be done and submitted electronically. School issued IPAD is needed EVERYDAY in this class. Please bring it charged and ready to use. Work that is not submitted or incomplete due to failure to bring a CHARGE school issued IPAD to class, will be considered late and points deducted accordingly. Students will not be allowed to use their personal computer or tablet in class. Personal cell phone use is not allowed in class.

Absences:

If the student misses a class, it is the student's responsibility to obtain any assignments or materials that were missed during the absence. Missing materials will typically be posted on Google Classroom for my class. District policy allows 1 day per each day the student was absent to turn in work that was missed before points are deducted.

Academic Integrity:

The healthcare profession must have a zero tolerance policy for lying, cheating, and stealing. It is critical for the student to understand and abide by the statements on academic dishonesty, plagiarism, stealing, and cheating found in the student code of conduct handbook. If a student is found to be in violation of any of these statements, he or she will be subject to receiving disciplinary actions and may result in removal from the health science program.

AI Use:

Students may use AI tools (such as ChatGPT) only when permitted by the teacher for specific assignments. All work submitted must reflect your own understanding, thinking, and effort. Using AI to complete assignments without permission, or submitting AI-generated content as your own, is considered academic dishonesty and will result in consequences per district student code of conduct. If you are ever unsure if AI use is allowed, ask first.

Classroom Discipline Plan:

Per district policy

Other Classroom Expectations:

Written work must include name, class, and date in the upper right-hand corner of the page and be done in blue or black ink ONLY, no pencil allowed unless specified for some medical math work. All writing must be legible. If errors are made, corrections should be made with a single line drawn through the word and initials. This is standard in all healthcare professions.

Optional Club Fees- HOSA

HOSA is a student organization for those interested in the Health Sciences. HOSA has meetings throughout the year. This is a wonderful opportunity for students to meet others interested in Health Science, to attend educational symposiums, and to participate in fundraisers, make industry based connections, and participate in community service projects set forth by the advisors and officers at Lubbock-Cooper Liberty High School. This can also be added to future college/vocational program applications. For more information : <https://texashosa.org/about-hosa/> **Dues: \$30** *More information on HOSA will be distributed at a later time*

Literacy:

Reading, writing, speaking or listening are essential skills as a healthcare professional. The expectation in this class is that students will participate in and be graded content area specific assignments in each of these areas.

Due to the nature of the content, students in the Health Science program will be exposed to a variety of medical topics. This includes, but is not limited to: pictures, videos, movies, articles, and discussions. These topics are sensitive in nature and may include graphic depictions of human anatomy, disease processes, blood, bodily fluids, and other common subjects witnessed in a medical setting. Students will also be educated on several topics including, but not limited to: human growth and development, reproductive anatomy, sexually transmitted diseases, eating disorders, medical ethics, mental health, and suicide. All content is curriculum based and within parameters set forth by the Texas Essential Knowledge and Skills guidelines for this course. All subjects will be presented in a professional, medically informative, and educational manner. Please discuss these topics with your student to ensure a meaningful and appropriate class learning experience is achieved. We expect all students to behave in a respectful, professional manner in regards to material discussed as well as towards other students. Disrespect towards others will not be tolerated.

If you are triggered, emotionally and physically, about any of the topics that will be discussed, please contact your instructor by email PRIOR to that body systems scheduled lecture and accommodations will be made.

Parent/Guardian Contact:

Contact from parents is welcomed and encouraged. Only by working together are we able to achieve the best possible education for each student. To obtain a quick response to your questions or concerns, please email the instructor at the address above. Parents/guardians may also contact the instructor by phone; however, phone calls will not be answered during class.

Disclosures:

Public Notification of Nondiscrimination in Career and Technical Education Programs Lubbock-Cooper ISD offers several career and technical education programs. Admission to these programs is based on student interest and course prerequisites as listed in the Lubbock-Cooper High School Course Guide. It is the policy of Lubbock-Cooper ISD not to discriminate on the basis of race, color, national origin, sex, or handicap in its career and technical education programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. Lubbock-Cooper ISD will take steps to ensure that lack of English language skills will not be a barrier to admission and participation in all educational and career and technical programs. For information about your rights or grievance procedures, contact the Title IX Coordinator, Danny Davis or the Section 504 Coordinator, Tracy Fogerson at 16302 Loop 493, Lubbock, TX 79423. 806.863.7100.

(Notificación pública de No Discriminación en Programas de Educación Técnica y Vocacional) El distrito escolar de Lubbock-Cooper ISD ofrece varios programas de Educación Técnica y Vocacional. La admisión a estos programas esta basada en el interés que los alumnos muestren y los cursos pre-requeridos que se encuentran listados en la Guía de Cursos de la Secundaria en Lubbock-Cooper ISD. Es política de Lubbock-Cooper ISD no discriminar de sus programas, servicios, educación técnica y vocacional por motivo de raza, color, país de origen, sexo o impedimentos físicos, tal como lo requieren el Título VI de la Ley de Derechos Civiles de 1964, según enmienda; Título IX de las Enmiendas en la Educación de 1972, y la Sección 504 de la ley de Rehabilitación de 1973, según enmienda. Lubbock-Cooper ISD tomará las medidas necesarias para asegurar que la falta de habilidad en el idioma Inglés no sea una barrera para la admisión y participación en todos los programas educativos y vocacionales. Para información sobre sus derechos o procedimiento de quejas, comuníquese con el coordinador del Título IX, Danny Davis y/o la coordinadora de la Sección 504, Tracy Fogerson en la siguiente dirección, 16302 Loop 493, Lubbock, TX.

SPC Syllabus Statements:

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit:

<https://www.southplainscollege.edu/syllabusstatements>

By signing below, you agree to information provided in this syllabus:

Student Name (Print): _____

Student Signature: _____ Date: _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Contact Information:

Primary Name: _____ Relationship: _____

Phone: _____ E-mail: _____

Secondary Name: _____ Relationship: _____

Phone: _____ Email: _____