

Syllabus for
NUR 111—Called to Care: Medical Terminology
1 Credit Hour
Summer 2017

I. COURSE DESCRIPTION

Introduces the study of medical terminology. Assists students in understanding and deconstructing complex medical terms.

II. COURSE GOALS

The purpose of this course is to enable the student to do the following:

1. Recognize the structuring of medical terminology.
2. Define common Latin and Greek word elements that combine to form complex medical terms.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

As a result of successfully completing this course, the student will be able to do the following:

- 1.0 Recognize the basic design of medical terminology.
 - 1.1 Identify basic rules of using word parts or elements to form medical terms.
 - 1.2 Recognize word roots, prefixes, and suffixes used in medical words.
- 2.0 Define the meanings of 350 Latin and Greek word parts or elements that combine to form complex medical terms.
 - 1.1 Articulate the meanings of 350 word parts or elements.
 - 1.2 Accurately use common medical terminology.
 - 1.3 Achieve a minimum score of 90% on final exam.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

1. Required Materials

1. Textbook
Vaughn, D. (2004). *Medical terminology 350: Learning guide* (2nd ed.).
Westwood, MA: DCM Instructional Systems.
ISBN-10: 0-914901-12-5
2. Other
Students are expected to use multiple resources, including technology such as electronic computer databases to find materials related to course content.

2. Optional Materials

1. Textbooks
None
2. Other
None

V. POLICIES AND PROCEDURES

1. University Policies and Procedures

1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
 - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers.
 - b. Failing to meet group assignment or project requirements while claiming to have done so;
 - c. Failing to cite sources used in a paper;
 - d. Creating results for experiments, observations, interviews, or projects that were not done;
 - e. Receiving or giving unauthorized help on assignments.By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.
5. Students are to be in compliance with university, college, and departmental policies regarding the Whole Person Assessment requirements. Students should consult the Whole Person Assessment handbooks for requirements regarding general education and the students' majors.
 - a. The penalty for not submitting electronically or for incorrectly submitting an artifact is a zero for that assignment.
 - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.

B. College of Nursing Policies and Procedures

1. The *ORU AVCON Student Handbook* contains a complete list of College of Nursing policies.
2. Attendance
 - a. The last day for students to add nursing classes is the first Monday following the University's date for the beginning of classes.

- b. Students are expected to punctually attend all scheduled learning experiences. ***In the event of an absence students must be aware that the following will apply:***

Class-time credit hours per class	Absences not resulting in penalty	Grade Deduction
3	3	2% per absence with 4 th absence
2	2	3% per absence starting with 3 rd absence
1	1	4% per absence starting with 2 nd absence

Understand that 3 tardies equal an unexcused absence and excessive absences (excused or unexcused) will deny credit for the course. Tardy is defined as arriving to class late or leaving class before dismissed without prior approval from instructor.

- c. The Dean of the College of Nursing may request administrative excuses for absences from courses or Chapel when scheduling conflicts exist with scheduled learning experiences within the College of Nursing.
- d. Students are to discuss administratively excused absences with the course coordinator and confirm plans for meeting course objectives 48-business hours **prior to** the scheduled class.
- e. Makeup of modular posttests is arranged only in the case of an excused class absence. Students **must speak personally** to the course coordinator **prior to** the test period if they are unable to take a scheduled exam. Absences are excused only for cases of documented illness or other crisis situations. Students must pay a \$15 fee, payable to student accounts, for a late exam.
3. Clinical Policies
NUR 111 is not a clinical course. Therefore, clinical policies are not applicable.
4. Evaluation Procedures
- a. Students are required to submit all assignments for course completion. Due dates of assignments are specified in the syllabus or course resources. Submitting assignments in a timely manner or making arrangements in case of emergency demonstrates the student's professional accountability and responsibility. Assignments submitted **late** will have points deducted as follows:
1 business day: 10%
2 business days: 20%
3 business days: 30%
4 business days: A grade of zero will be given.
- b. Whole Person Assessment requirements:
The College of Nursing, under a University-led initiative, has an electronic portfolio system (ePortfolio) to evaluate students'

achievement of academic outcomes. Therefore, all nursing majors are required to prepare an electronic portfolio. Each student is responsible for submitting ePortfolio artifacts as described in course syllabi.

c. Whole Person Assessment requirements:

The College of Nursing, under a University-led initiative, has an electronic portfolio system (ePortfolio) to evaluate students' achievement of academic outcomes. Therefore, all nursing majors are required to prepare an electronic portfolio. Each student is responsible for submitting ePortfolio artifacts as described in course syllabi.

C. Course Policies and Procedures

1. Evaluation Procedures

a. All evaluation is based on the stated objectives.

b. Grades are calculated on the percentage of the total points:

(1) Medical terminology	
Quizzes	30%
Final Exam	<u>70%</u>
	100%

c. Students must achieve no less than 90% on medical terminology final exam in order to pass the course. Students who do not achieve this score will receive a grade of F in the course.

2. Whole Person Assessment Requirements

None

VI. COURSE CALENDAR

Medical Terminology

The student reviews medical terminology via video presentation and discussion each class day throughout the course (25 word elements/video). There will be cumulative quizzes on days 2-9 of class. There are 14 videos and 8 quizzes. A final exam will be given on the last day of class.

Course Inventory for ORU's Student Learning Outcomes
NUR 111—Called to Care: Medical Terminology
Spring 2017

This course contributes to the ORU student learning outcomes as indicated below:

Significant Contribution – Addresses the outcome directly and includes targeted assessment.

Moderate Contribution – Addresses the outcome directly or indirectly and includes some assessment.

Minimal Contribution – Addresses the outcome indirectly and includes little or no assessment.

No Contribution – Does not address the outcome.

The Student Learning Glossary at <http://ir.oru.edu/doc/glossary.pdf> defines each outcome and each of the proficiencies/capacities.

	OUTCOMES & Proficiencies/Capacities	Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
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1	Outcome #1–Spiritually Alive Proficiencies/Capacities				
1A	Biblical knowledge				X
1B	Sensitivity to the Holy Spirit				X
1C	Evangelistic capability				X
1D	Ethical behavior		X		

2	Outcome #2–Intellectually Alert Proficiencies/Capacities				
2A	Critical thinking			X	
2B	Information literacy		X		
2C	Global and historical perspectives				X
2D	Aesthetic appreciation				X
2E	Intellectual creativity			X	

3	Outcome #3–Physically Disciplined Proficiencies/Capacities				
3A	Healthy lifestyle				X
3B	Physically disciplined lifestyle				X

4	Outcome #4–Socially Adept Proficiencies/Capacities				
4A	Communication skills		X		
4B	Interpersonal skills			X	
4C	Appreciation of cultural & linguistic differences			X	
4D	Responsible citizenship				X
4E	Leadership capacity				X