

A. Division: APPLIED PROGRAMS Date January, 1993
 B. Department: COMMERCE AND BUSINESS ADMINISTRATION New Course:
 Revision of Course:
 Dated: June, 1991

C. OADM 214 D. ANATOMY, PHYSIOLOGY AND MEDICAL TERMINOLOGY II E. 3
 Subject & Course No. Descriptive Title Semester/Credits

F. Calendar Description:

This course is designed to further the necessary language skills of the Medical Office Assistant. It includes the circulatory, skeletal, muscular, integumentary and endocrine systems. The causes, transmission and treatment of diseases of the above systems are discussed. The medical vocabulary and knowledge necessary for the medical office assistant in the specialty areas of oncology, nuclear medicine, radiology, and psychiatry are included.

Summary of Revisions:
(Enter date and Section Revised)

1988-05-20
Sections A,B,C,F,
G,H,K,O,P,Q,R

1991-06
Section N

1993-01-25
Sections A,B,F,G,
I,K,O,P,Q,R

G. Type of Instruction:		Hrs. Per Week/ Per Semester	N. Course Prerequisites:
Lecture	<u>4</u>	Hrs.	OADM 114
Laboratory	_____	Hrs.	
Seminar	_____	Hrs.	
Clinical Experience	_____	Hrs.	
Field Experience	_____	Hrs.	
Practicum	_____	Hrs.	
Shop	_____	Hrs.	
Studio	_____	Hrs.	
Student Directed Learning	_____	Hrs.	
Other (Specify)	_____	Hrs.	
Total	<u>4</u>	Hrs.	I. Course Corequisites:
			J. Courses for which this Course is a Pre-requisite:
			K. Maximum Class Size:
			35

L. College Credit Transfer	<input type="checkbox"/>	M. Transfer Credit: Requested	<input type="checkbox"/>
College Credit Non-Transfer	<input checked="" type="checkbox"/>	Granted	<input type="checkbox"/>
(Specify Course Equivalents or Unassigned Credit as Appropriate)			
U.B.C.			
S.F.U.			
U. Vc.			
Other			
Non-Credit	<input type="checkbox"/>		

Rosemary S. Susan
 Course Designer(s)
[Signature]
 Director/Chairperson

[Signature]
 Divisional Dean
[Signature]
 Registrar

NAME AND NUMBER OF COURSE

N. Textbooks and Materials to be Purchased by Students (Use Bibliographic Form):

Memmler, Ruth and Dena Wood. The Human Body in Health & Disease, 7th Ed. Philadelphia: Lippincott.

Workbook to accompany above text.

Chabner, Davi-Ellen. The Language of Medicine, Fourth Ed. Philadelphia: W.B. Saunders.

Complete Form with Entries Under the Following Headings: O. Course Objectives; P. Course Content;
Q. Method of Instruction; R. Course Evaluation

O. COURSE OBJECTIVES

The student will be able to:

1. Describe the basic anatomy, physiology and disorders of the cardiovascular lymphatic, immune, skeletal, muscular, integumentary and endocrine systems.
2. Use the vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of words pertaining to the above systems.
3. Describe the use of radiation in the diagnosis and treatment of disease.
4. Describe the process of tumor formation and classification.
5. Describe the role of psychiatry in modern medical practise.
6. Use the vocabulary, root works, suffixes, prefixes, abbreviations and pronunciation of words pertaining to radiology, oncology, and psychiatry.

P. COURSE CONTENT

1.0

- 1.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 1.2 location of heart and major blood vessels
- 1.3 function of the heart
- 1.4 conduction system of the heart
- 1.5 common diseases of the heart
- 1.6 prevention and treatment of heart disease
- 1.7 function of the blood vessels
- 1.8 physiology of circulation
- 1.9 pulse and blood pressure
- 1.10 disorders involving the blood vessels

NAME AND NUMBER OF COURSEP. COURSE CONTENT Continued

2.0 The Blood

- 2.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 2.2 function of the blood
- 2.3 blood constituents
- 2.4 blood typing and transfusions
- 2.5 common disorders of the blood
- 2.6 blood studies

3.0 Lymphatic System

- 3.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 3.2 anatomy of the lymphatic system
- 3.3 functions of lymphoid tissue
- 3.4 common disorders of the lymphatic system and lymphoid tissue

4.0 Body Defenses, Immunity and Vaccines

- 4.1 occurrence of infection
- 4.2 body defenses
- 4.3 inflammatory reaction
- 4.4 inborn immunity, natural and artificially acquired immunity
- 4.5 active and passive immunity
- 4.6 antigens and antibodies
- 4.7 vaccines and serums
- 4.8 common disorders of the immune system

5.0 Skeletal System

- 5.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 5.2 bones of the axial skeleton
- 5.3 bones of appendicular skeleton
- 5.4 function and location of red and yellow bone marrow
- 5.5 common bone disorders
- 5.6 fractures
- 5.7 joints
- 5.8 common types of arthritis

6.0 Muscular System

- 6.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 6.2 characteristics of skeletal muscles
- 6.3 attachments of skeletal muscles
- 6.4 muscle movement
- 6.5 names of selected skeletal muscles
- 6.6 common muscular disorders

NAME AND NUMBER OF COURSE

P. COURSE CONTENT Continued

7.0 Integumentary System

- 7.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 7.2 structure of the skin
- 7.3 glands of nails and hair
- 7.4 functions of the skin
- 7.5 observations of the skin - pigment, discoloration, injuries, and eruptions
- 7.6 common skin disorders

8.0 Endocrine System

- 8.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 8.2 location of the endocrine glands
- 8.3 hormones
- 8.4 pathological conditions resulting from over or under secretion of hormones from each gland
- 8.5 use of hormones in treatment of disorders

9.0 Radiology, Nuclear Medicine and Radiation Therapy

- 9.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 9.2 physical properties of x-rays
- 9.3 diagnostic and therapeutic techniques used by radiologists, and radiotherapists
- 9.4 positions used in x-ray examination

10.0 Oncology

- 10.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 10.2 Medical terms used to describe pathological appearance, growth and spread of tumors
- 10.3 classification and naming of tumors
- 10.4 methods to determine extent of metastasis

11.0 Psychiatry

- 11.1 vocabulary, root words, suffixes, prefixes, abbreviations and pronunciation of terms
- 11.2 psychiatrist, psychologist, and other mental health care workers
- 11.3 tests used to evaluate mental health and intelligence
- 11.4 common disorders

Q. METHOD OF INSTRUCTION

Lecture of Anatomy, physiology, and medical terminology.

R. COURSE EVALUATION

Quizzes (Minimum of three)	40%
Mid-term Examination	30%
Final	<u>30%</u>
	100%
