COMMON COURSE OUTLINE: Course discipline/number/title: BTEC 1600: Introduction to Medical Terminology

A. CATALOG DESCRIPTION
   1. Credits: 2
   2. Hours/Week: 2
   3. Prerequisites (Course discipline/number): BTEC 1001, D2L Online Tutorial, or the instructor’s permission is required when the course is offered online. College-level reading and writing skills: Appropriate score on RCTC placement test or completion of appropriate developmental course with grade of C or better.
   4. Co-requisites (Course discipline/number): None
   5. MnTC Goals (if any): NA

This course will introduce the building of medical words including prefixes, suffixes, and combining forms from Greek and Latin word parts and the rules for connecting them to form medical terms. Special emphasis is placed on spelling, pronunciation, and definition of medical words. A foundation is created for the continued development of a medical vocabulary.

B. DATE LAST REVISED (Month, year): April, 2010

C. OUTLINE OF MAJOR CONTENT AREAS:
   1. Basic elements of medical words
      a) Word roots
      b) Combining forms
      c) Prefixes
      d) Suffixes
   2. Digestive system terms
   3. Urinary system terms
   4. Integumentary system terms
   5. Reproductive system terms
   6. Respiratory system terms
   7. Endocrine and nervous system terms
   8. Musculoskeletal system terms
   9. Cardiovascular and lymphatic system terms
   10. Special senses: eye and ear terms

D. LEARNING OUTCOMES (GENERAL): The student will be able to:
   1. Interpret positional, directional, and planal body terms.
   2. Identify common diagnostic procedures.
   3. Apply word root suffix rules.
   4. Identify common surgical procedures.
   5. Identify word roots.
   6. Identify combining forms.
   7. Utilize three-part word formation rule.
   8. Interpret prefixes and suffixes.
   10. Spell medical terminology correctly.
   11. Interpret terminology from all of the body systems.

E. LEARNING OUTCOMES (MNTC): NA

F. METHODS FOR EVALUATION OF STUDENT LEARNING:
   1. Class participation
   2. Assignments
   3. Quizzes
G. **RTC CORE OUTCOME(S) Addressed:**
- ☐ Communication
- ☐ Civic Responsibility
- ☑ Critical Thinking
- ☐ Personal/Professional Accountability
- ☐ Global Awareness/Diversity
- ☐ Aesthetic Response

H. **SPECIAL INFORMATION (if any):**
Normal fees that are charged for other computer classes and online classes.