HED 150 – Medical Terminology I 3 Credits

Chapter 1: Fundamental Word Structure
- Describe the fundamental elements that are used to build medical words.
- List three guidelines that will assist you with the building and spelling of medical words.
- Explain the use of abbreviations when writing and documenting data.
- Analyze, build, spell, and pronounce medical words.
- Identify and define selected abbreviations.
- Describe selected medical and surgical specialties, giving the scope of practice and the physician’s title.

Chapter 2: Suffixes
- Recognize how suffixes are used when building medical words.
- Identify adjective, noun, and diminutive suffixes.
- Be aware of suffixes that have more than one meaning.
- Recognize suffixes that pertain to pathological conditions.
- Identify selected suffixes common to surgical and diagnostic procedures.
- Analyze, build, spell, and pronounce medical words.

Chapter 3: Prefixes
- Recognize how prefixes are used when building medical words.
- Identify prefixes that are commonly used in medical terminology.
- Be aware of prefixes that have more than one meaning.
- Recognize prefixes that pertain to position or placement.
- Identify selected prefixes that pertain to numbers and amounts.
- Analyze, build, spell, and pronounce medical words.

Chapter 4: Organization of the Body
- Define terms that describe the body and its structural units.
- List the systems of the body and give the organs in each system.
- Define terms that are used to describe direction, planes, and cavities of the body.
- Understand word analysis as it relates to Head-to-Toe Assessment.
- Analyze, build, spell, and pronounce medical words.
- Comprehend the drugs highlighted in this chapter.
- Identify and define selected abbreviations.
- Describe a medical record.
- Define HIPAA.
- List and describe the general components of a patient’s medical record.
- List and describe the four parts of the SOAP Chart Note record.

Chapter 5: Integumentary System
- Describe the integumentary system and its accessory structures.
- List the functions of the skin.
- Describe skin differences of the child and the older adult.
- Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to the integumentary system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

Chapter 6: Skeletal System
• Describe the skeletal system.
• Describe various types of body movement.
• Describe the vertebral column.
• Identify abnormal curvatures of the spine.
• Describe the differences in the pelvis of a male and female.
• Describe various types of fractures.
• Describe skeletal differences of the child and the older adult.
• Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to the skeletal system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

Chapter 7: Muscular System
• Describe the muscular system.
• Describe types of muscle tissue.
• Provide the functions of muscles.
• Describe muscular differences of the child and the older adult.
• Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to the muscular system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

Chapter 8: Digestive System
• Describe the digestive system.
• Describe the primary organs of the digestive system and state their functions.
• Describe the two sets of teeth with which humans are provided.
• Describe the three main portions of a tooth.
• Describe the accessory organs of the digestive system and state their functions.
• Describe digestive differences of the child and the older adult.
• Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to the digestive system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

Chapter 9: Cardiovascular System
• Describe the cardiovascular system.
• Describe and state the functions of arteries, veins, and capillaries.
• Describe cardiovascular differences of the child and the older adult.
• Identify the commonly used pulse checkpoints of the body.
• Describe blood pressure.
• Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to the cardiovascular system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

Chapter 10: Blood and Lymphatic System
• Describe the blood.
• Describe the formed elements in blood.
• Name the four blood types.
• Describe and state the functions of the lymphatic system.
• Describe the accessory organs of the lymphatic system.
• Describe the immune system and the immune response.
• Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to blood and the lymphatic system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

Chapter 11: Respiratory System
• Describe the organs of the respiratory system.
• State the functions of the organs of the respiratory system.
• Define terms that physiologists and respiratory specialists use to describe the volume of air exchanged in breathing.
• State the vital function of respiration.
• Describe respiratory differences of the child and the older adult.
• Analyze, build, spell, and pronounce medical words.
• Comprehend the drugs highlighted in this chapter.
• Describe diagnostic and laboratory tests related to the respiratory system.
• Identify and define selected abbreviations.
• Describe each of the conditions presented in the Pathology Spotlights.

These course competencies have been approved by:
Mandy Mann, BBCC Faculty