

ALH A011N: PREPARATION FOR ALLIED HEALTH PROGRAMS

Item	Value
Curriculum Committee Approval Date	10/21/2020
Top Code	129900 - Other Health Occupations
Units	0 Total Units
Hours	36 Total Hours (Lecture Hours 36)
Total Outside of Class Hours	0
Course Credit Status	Noncredit (N)
Material Fee	No
Basic Skills	Basic Skills (B)
Repeatable	Yes; Repeat Limit 99
Grading Policy	P/NP/SP Non-Credit (D)

Course Description

This is a course designed to help prospective students planning to pursue an ALH program develop familiarity with language parts such as roots, suffixes and prefixes to help them be better prepared to learn medical terminology. Students will also practice elements of English pronunciation and spelling necessary for them to use medical terms. NOT DEGREE APPLICABLE. Not Transferable.

Course Level Student Learning Outcome(s)

1. Students will be able to apply knowledge of word parts, spelling, vowel pronunciation and syllabification to produce and distinguish/understand/identify medical terms orally and in writing.
2. Students will be able to apply knowledge of campus resources and Canvas LMS to successfully prepare for the demands of the ALH courses.

Course Objectives

- 1. Students will identify the meaning of common suffixes, prefixes and roots used in medical terminology.
- 2. Students will use vowel connectors to combine suffixes, prefixes and roots.
- 3. Students will interpret the information provided by the order of prefixes and suffixes in medical terms.
- 4. Students will be able to interpret phonetic descriptions of medical terms, including stress and vowel variations
- 5. Students will be able to correctly pronounce common medical terms.
- 6. Students will be able to correctly spell common medical terms.

Lecture Content

Study Skills Preparation for the programs: materials, understanding how materials are going to be used, how to turn them, due dates, where to find them Syllabus reading/understanding Canvas navigation (i.e. settings, email notifications, how to find files, how to monitor progress, discussion boards, announcements, due dates, tests, assignments) grades and how/when to seek assistance student success center for

tutoring, understanding communication with instructor (i.e. email the instructor with questions rather than posting irrelevant questions or comments on as reply on announcement page) other student success resources (library resources) OCC Health Programs Grade Prerequisites, Program information, how long the program is, how long the waitlist is Courses to take before applying Overview of ALH A010 and ALH A111 Grade requirements Common Latin roots, prefixes, and suffixes used in medical terminology Meaning Spelling Pronunciation Common Greek roots, prefixes, and suffixes used in medical terminology > Meaning Spelling Pronunciation Root/suffix/prefix combining rules Order Vowel connectors Pronunciation Stress changes Preview of body systems Body Systems Nervous Circulatory Digestive Respiratory Muscular Skeletal Terms for anatomical positions Academic vocabulary

Method(s) of Instruction

- Enhanced NC Lect (NC1)
- Online Enhanced NC Lect (NC5)
- Live Online Enhanced NC Lect (NC9)

Instructional Techniques

Direct instruction Demonstration of various approaches to problem solving Class discussions Modeling, skill demonstration with return demonstrations Role Play

Reading Assignments

Students will read the instructor provided handouts and materials (Approximately 1 hour per week)

Writing Assignments

1. Research into the programs students is interested in enrolling 2. Using lay and medical terms in patient communication scenarios 3. Developing patient brochures (Approximately 1 hour per week)

Out-of-class Assignments

Students will read instructor-provided handouts and complete written assignments. They will also practice skills covered in class. (Approximately 2 hours per week)

Demonstration of Critical Thinking

Students will submit a reflection journal with the skills they've developed in respect to using Canvas effectively, knowing how to understand key points in a syllabus, and accessing campus resources.

Required Writing, Problem Solving, Skills Demonstration

Students will demonstrate appropriate use of words and pronunciation in both lay and medical terms via role play in patient interview scenarios.

Eligible Disciplines

Health care ancillaries (medical assisting, hospice worker, home care aide...) Any bachelors degree and two years of professional experience, or any associate degree and six years of professional experience.

Other Resources

1. Instructor handouts 2. <https://www.oercommons.org/courses/understanding-medical-words/view> 3. https://medlineplus.gov/medwords/Tutorial_Understanding_Medical_Words.pdf