FREN 5 Intermediate French (Second Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: Demonstrated proficiency in the language competency descriptions for level four, or equivalent of level four.
Five hours lecture.
Reading and discussion of texts dealing with the literature, arts, geography, history and culture of the French-speaking world. Review of the linguistic functions and grammar structures of first-year French. Development of reading, writing, speaking and listening skills at the second intermediate level.
(FREN 4 + 5 + 6 = CAN FREN SEQ B)

FREN 6 Intermediate French (Third Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: Demonstrated proficiency in the language competency descriptions for level five, or equivalent of level five.
Five hours lecture.
Reading and discussion of texts dealing with the literature, arts, geography, history and culture of the French-speaking world. Review of the linguistic functions and grammar structures of first-year French. Development of reading, writing, speaking and listening skills at the third intermediate level.
(FREN 4 + 5 + 6 = CAN FREN SEQ B)

FREN 10 Intensive French (First Year) 15 Units
Advisory: English Writing 200 and Reading 201 (or Language Arts 200), or English as a Second Language 261, 262 and 263.
One hundred eighty hours lecture, thirty-six hours laboratory for the quarter.
Development and practice of skills for oral and written communication supported by essentials of grammar, syntax, vocabulary and pronunciation. Language of instruction is primarily French.
(FREN 1+2+3, or FREN 10 = CAN FREN SEQ A)

FREN 13A Intermediate Conversation (First Quarter) 3 Units
Prerequisite: French 3, or three years of high school French, or equivalent.
Three hours lecture.
Review and development of conversational skills in the targeted functions studied in first-year French with attention to fluency, vocabulary, idiom, and pronunciation. Practice in conversational exchanges and strategies. Discussion of culturally relevant topics and situations.

FREN 13B Intermediate Conversation (Second Quarter) 3 Units
Prerequisite: French 4 or 13A, or four years of high school French, or equivalent.
Three hours lecture.
Continued practice and development of conversational skills in the targeted functions studied in first-year French with increased attention to fluency, vocabulary, idiom, and pronunciation. Practice in conversational exchanges and strategies emphasizing improvisational skills. Discussion of culturally relevant topics and situations.

FREN 13C Advanced Conversation 3 Units
Prerequisite: French 5 or 13B, or equivalent.
Three hours lecture.
Continued practice and development of conversational skills in the targeted functions studied in first-year French, with greater communicative competence. Increased control of conversational exchanges and strategies. Discussion of culturally relevant topics and situations.

FREN 77 Special Projects in French 1 Unit
FREN 77X 2 Units
FREN 77Y 3 Units
(Formerly French 40, 40X, and 40Y.)
Prerequisite: Consent of instructor and division dean.
Three hours laboratory for each unit of credit.
(Any combination of French 77, 77X, and 77Y may be taken up to six times, not to exceed 18 units, as long as the topics/projects are different each time.)
Special reading, writing, or study projects in any discipline in French, determined in consultation with the instructor.

FREN 90A Introductory French (First Quarter) 3 Units
Three hours lecture, one hour laboratory.
A practical course in the French language, approached by intensive drills in the patterns and idioms of daily speech supported by sufficient grammar to give flexibility in the spoken language.

FREN 90B Introductory French (Second Quarter) 3 Units
Prerequisite: French 90A.
Three hours lecture, one hour laboratory.
Continuation of French 90A.

FREN 90C Introductory French (Third Quarter) 3 Units
Prerequisite: French 90B.
Three hours lecture, one hour laboratory.
Continuation of French 90B.

Geography

GEO 1 Physical Geography 4 Units
(See general education pages for the requirement this course meets.)
Advisory: English Writing 1A or English as a Second Language 5; Mathematics 200 or 210.
Four hours lecture.
An introduction to the basic physical elements of geography and the diverse physical environment in which we live. Topics include the global patterns of weather and climate, land forms, soils and vegetation along with human modification of natural environments.
(CAN GEOG 2)

GEO 4 Cultural Geography 4 Units
(Formerly Geography 50.)
(See general education pages for the requirement this course meets.)
Advisory: English Writing 1A or English as a Second Language 5; Mathematics 200 or 210.
Four hours lecture.
Examining the location of people and activities throughout the world and understanding the reasons for the distribution. Topics covered include population and migration, human impact on landscape, the geography of language, religion and ethnicity, economic activities, political organization and settlement patterns including the urban environment.

GEO 10 World Regional Geography 4 Units
(See general education pages for the requirement this course meets.)
Advisory: English Writing 1A or English as a Second Language 5; Mathematics 200 or 210.
Four hours lecture.
An introduction to the major distinctive regions of the world; their natural environment, people, resources, agriculture, manufacturing, trade, cities and the problems relating to contemporary society in each of the regions. Understanding the increasing interdependencies among and between regions.

Geology

GEOL 10 Introductory Geology 5 Units
(See general education pages for the requirement this course meets.)
Advisory: English Writing 100B and Reading 100 (or Language Arts 100), or English as a Second Language 172 and 173.
Four hours lecture, three hours laboratory and a one-day field trip.
Analysis of the composition, structure, and description of the earth's external and internal features. Examination of the concepts and principles upon which geologic knowledge is based. One Saturday field trip is required.
(CAN GEOL 2)

GEOL 77 Special Projects in Geology 1 Unit
GEOL 77X 2 Units
GEOL 77Y 3 Units
(Formerly Geology 40, 40X, and 40Y.)
Prerequisite: Consent of instructor and division dean.
Three hours laboratory for each unit of credit.
(Any combination of Geology 77, 77X, and 77Y may be taken up to six times, not to exceed 18 units, as long as the topics/projects are different each time.)
Pass-No Pass (P-NP) course.
Individual special reading, writing, or study projects in Geology as determined in consultation with the instructor.

German

GERM 1 Elementary German (First Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Advisory: English Writing 100B and Reading 100 (or Language Arts 100), or English as a Second Language 172 and 173.
Five hours lecture, one hour laboratory.
Introduction to the language and cultures of the German-speaking countries. Basic speaking, listening, reading and writing of German will be introduced and practiced within a cultural framework. The emphasis will be on language as an expression of culture. Language laboratory practice to reinforce pronunciation, grammar and syntax.
(GERM 1+2+3, or GERM 10 = CAN GERM SEQ A)

GERM 2 Elementary German (Second Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: German 1 or equivalent.
Advisory: English Writing 100B and Reading 100 (or Language Arts 100), or English as a Second Language 172 and 173.
Five hours lecture, one-hour laboratory.
Further development of material presented in German 1. Continuation of introduction to the language and cultures of the German-speaking countries. Basic speaking, listening, reading and writing of German will be introduced and practiced within a cultural framework. The emphasis will be on language as an expression of culture. Language laboratory practice to reinforce pronunciation, grammar and syntax.
(GERM 1+2+3, or GERM 10 = CAN GERM SEQ A)

GERM 3 Elementary German (Third Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: German 2 or equivalent.
Advisory: English Writing 100B and Reading 100 (or Language Arts 100), or English as a Second Language 172 and 173.
Five hours lecture, one-hour laboratory.
Further development of material presented in German 1 and 2. Completion of introduction to the language and cultures of the German-speaking countries. Basic speaking, listening, reading and writing of German will be introduced and practiced within a cultural framework. The emphasis will be on language as an expression of culture. Language laboratory practice to reinforce pronunciation, grammar and syntax.
(GERM 1+2+3, or GERM 10 = CAN GERM SEQ A)

GERM 4 Intermediate German (First Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: Demonstrated proficiency in the language competency descriptions for level three, or equivalent of level three.
Five hours lecture.
Development of reading, writing, speaking and listening skills at that first intermediate level. Reading and discussion of texts dealing with the literature, arts, history, geography and culture of the German-speaking world. Review and expansion of the linguistic functions and grammar structures of first-year German.
(GERM 4+5+6 = CAN GERM SEQ B)

GERM 5 Intermediate German (Second Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: Demonstrated proficiency in the language competency descriptions for level four, or equivalent of level four.
Five hours lecture.
Development of reading, writing, speaking and listening skills at the second intermediate level. Reading and discussion of texts dealing with literature, arts, history, geography and culture of the German-speaking world. Review and expansion of the linguistic functions and grammar structures of first-year German.
(GERM 4+5+6 = CAN GERM SEQ B)

GERM 6 Intermediate German (Third Quarter) 5 Units
(See general education pages for the requirement this course meets.)
Prerequisite: Demonstrated proficiency in the language competency descriptions for level five, or equivalent of level five.
Five hours lecture.
Development of reading, writing, speaking and listening skills at the third intermediate level. Reading and discussion of texts dealing with the literature, arts, geography, history and culture of the German-speaking world. Review and expansion of the linguistic functions and grammar structures of first-year German.
(GERM 4+5+6 = CAN GERM SEQ B)

Guidance

GUID 100 Educational Diagnostic Center (EDC) Learning Skills Assessment 1/2 Unit
(Formerly Guidance 101A.)
Credit course - Does not apply to De Anza Associate degree.
One-half hour lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
Individualized psycho-educational assessment provides an analysis of learning strengths and weaknesses, cognitive/perceptual abilities and academic achievement levels. Assessment results may be utilized to determine a student's eligibility for community college learning disability services. College and community resources to enhance access and success will be introduced.

GUID 101 Introduction to Learning Disabilities and Attention Deficit/Hyperactive Disorders 4 Units
Credit course - Does not apply to De Anza Associate degree.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
Basic aspects of learning disabilities and attention deficit/hyperactive disorders and their impact on various life functions including learning. Emphasis is on awareness, acceptance, and advocacy of learning disabilities for college students with specialized learning differences. Guidance 100 and/or placement by EDC or DSS advisors is desirable.

GUID 102 Student Success Strategies 4 Units
Credit course - Does not apply to De Anza Associate degree.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
Optimal learning strategies and accommodative techniques for students with special learning needs. Evaluate and reinforce successful learning tools in areas such as time management, memory, processing information, and learning styles. Guidance 100 or placement by EDC or DSS advisor is desirable.

GUID 104 Introductory Spelling Strategies 4 Units
(Formerly Guidance 101K.)
Credit course - Does not apply to De Anza Associate degree.
Advisory: Guidance 100 and/or placement by Educational Diagnostic Center Learning Specialist or Disability Support Services counselor. Basic word processing proficiency or concurrent enrollment in Special Education 140 or 145, or Computer Applications and Office Systems 70AA.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
A multi-sensory approach to improving basic spelling skills for the student with special needs utilizing a phonetic sound-symbol base to aid in decoding and encoding language. Development of word attack skills utilizing the six-syllable spelling patterns and knowledge of roots, prefixes, and suffixes. Specialized learning strategies are utilized including simultaneous use of visual, auditory and kinesthetic modalities.

GUID 107 EDC Introductory Writing and Grammar Skills 4 Units
(Formerly Guidance 101P.)
Credit course - Does not apply to De Anza Associate degree.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
Basic writing and editing skills for students with specialized learning needs preparing for college level writing activities. Write structured paragraphs on a variety of topics using compensatory written learning strategies Practice parts of speech, capitalization, punctuation, sentence structure, and paragraph development. Guidance 100 and/or placement by EDC or DSS advisor is desirable.

GUID 109 Arithmetic Skills and Strategies 4 Units
(Formerly Guidance 101U.)
Credit course - Does not apply to De Anza Associate degree.
Advisory: Guidance 100.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
This is a transition class for students with special leaning needs. The class is designed to improve skills in mathematics by addressing areas of difficulty common to students with disabilities in mathematics. The class moves at a slower pace and includes small group instruction.

GUID 111 Algebra Skills 4 Units
(Formerly Guidance 101G.)
Credit course - Does not apply to De Anza Associate degree.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
This is a transitional class for students with special learning needs. The class is designed to improve skills in mathematics by addressing areas of difficulty common to students with disabilities in mathematics. The class moves at a slower pace with small group instruction. The class also includes alternative learning strategies for mastering algebraic concepts.

GUID 112 Algebra Skills II 4 Units
(Formerly Guidance 101H.)
Credit course - Does not apply to De Anza Associate degree.
Advisory: Mathematics 200 or 210, or equivalent and/or placement by an advisor.
Four hours lecture.
(May be taken twice for credit.)
Pass-No Pass (P-NP) course.
A multi-sensory approach to the acquisition of the fundamental algebra skills, including the study of equations, polynomials, factoring, algebraic fractions, graphs, linear functions, inequalities and their applications for students with specialized learning needs who commonly exhibit math avoidance and anxiety.

GUID 118 Educational Diagnostic Center (EDC) Group Instructional Assistance 1 1/2 Units
(Formerly Guidance 118A and 118B.)
Credit course - Does not apply to De Anza Associate degree.
Three hours lecture-laboratory.
(May be repeated for credit as required by the Student Educational Contract.)
Pass-No Pass (P-NP) course.
Small group collaborative instructional support and study strategies to improve academic performance. Focus on reducing learning impairments caused by disabilities.

GUID 119 Educational Diagnostic Center (EDC) Instructional Assistance Laboratory 1/2 Unit
GUID 119X 1 Unit
(Formerly Guidance 119A and 119B.)
Credit course - Does not apply to De Anza Associate degree.
Three hours laboratory for each unit of credit.
(May be repeated for credit as required by Student Educational Contract - CCR T5 56029 (c).)
Pass-No Pass (P-NP) course.
Instructional support laboratory and strategies for effective studying to improve academic performance for students with disabilities.

Health

HLTH 21 Contemporary Health Concerns 4 Units
(See general education pages for the requirement this course meets.)
Advisory: English Writing 1A or English as a Second Language 5.
Four hours lecture, one additional hour to be arranged in the Science Center Resource Center.
Development of understanding and attitudes relative to personal, family, community, and global health needs. Attention given to mental health, drug abuse, infectious and degenerative diseases, family health, nutrition, exercise, the life cycle, and ecological conditions of health significance. Study of common lifestyle behaviors will emphasize self-help and preventable aspects of medical care.

HLTH 51 Health and Fitness 4 Units
(See general education pages for the requirement this course meets.)
Advisory: English Writing 100B and Reading (or Language Arts 100), or English as a Second Language 172 and 173.
(Also listed as Physical Education 51. Student may enroll in either department, but not both, for credit.)
Four hours lecture, one additional hour to be arranged in the Science Center Resource Center.
Introduction to the disciplines of Physical Education and Health through fitness, wellness and lifestyle management. Concepts of wellness from an interdisciplinary and global perspective. Practices and beliefs that contribute to fitness and healthful living. Students will be exposed to past and current theories of health and fitness with emphasis on how lifestyle, wellness, and personal fitness are affected by genetics, gender, and age. Each student will assess their own cardiovascular capacity, muscular strength and endurance, flexibility, body composition, and diet during the class.

HLTH 57A First Aid in the Workplace, Community and Wilderness 1 Unit
Advisory: English Writing 200 and Reading 201 (or Language Arts 200), or English as a Second Language 261, 262 and 263.
One hour lecture.
(May be taken once every three years for credit.)
Designed for certification in American Red Cross First Aid. Students will gain the knowledge and skills necessary to recognize and provide basic care for injuries and sudden illness until advanced medical personnel take over. Adaptations for a wilderness environment, including altitude, lightning, heat and cold emergencies, sudden illness, injuries, leadership, decision making, resource management, victim protection and transport. Upon successful completion of the course, each participant will receive an American Red Cross certification in First Aid (valid for three years).

HLTH 57C Adult Cardiopulmonary Resuscitation and Automated External Defibrillation 1/2 Unit
Advisory: English Writing 200 and Reading 201 (or Language Arts 200), or English as a Second Language 261, 262 and 263.
One hour lecture-laboratory.
(May be taken once per year for credit.)
Designed for certification in American Red Cross Adult Cardiopulmonary Resuscitation and Automated External Defibrillation. Students will gain the knowledge and skills necessary to recognize and provide basic care for breathing emergencies, perform Adult Cardiopulmonary Resuscitation (CPR) and use an Automated External Defibrillator (AED) for victims of sudden cardiac arrest.Upon successful completion of the course, each participant will receive an American Red Cross certification in Adult CPR/AED.

HLTH 57D CPR for the Professional Rescuer (Recertification) 1/2 Unit
Prerequisite: Must have current certificate from the American Red Cross for cardiopulmonary resuscitation (CPR) for the professional rescuer or from the American Heart Association. Certificates will be considered valid only if the date of issue is within one year of the date of course completion.
One and one-half hours laboratory.
(May be taken once per year for credit.)
Pass-No Pass (P-NP) course.
Designed to recertify the trained candidate in CPR for the professional rescuer. The course meets Cal-OSHA standards for basic requirements.

HLTH 57E Cardiopulmonary Resuscitation and Automated External Defibrillation for the Professional Rescuer 1/2 Unit
Advisory: English Writing 100B and Reading 100 (or Language Arts 100), or English as a Second Language 172 and 173.
One and one-half hours laboratory.
(May be taken once per year for credit.)
Pass-No Pass (P-NP) course.
Designed for certification in American Red Cross cardiopulmonary resuscitation and automated external defibrillation for the professional rescuer. Students will gain the knowledge and skills necessary to apply the blood borne pathogens regulations issued by the Occupational Health and Safety Administration with the intent to prevent disease transmission, recognize and provide basic care for breathing emergencies, perform adult, child and infant cardiopulmonary resuscitation (CPR) and use an automated external defibrillator (AED) for victims of sudden cardiac arrest.Upon successful completion of the course, each participant will receive an American Red Cross certification in CPR/AED for the Professional Rescuer.

Health Technologies

HTEC 50 Introduction to Health Technologies 1 Unit
Advisory: English Writing 200 and Reading 201 (or Language Arts 200), or English as a Second Language 261, 262 and 263.
Two hours lecture-laboratory, one additional hour to be arranged.
Pass-No Pass (P-NP) course.
Survey of health technology programs with emphasis on the professions; designed to assist in identifying personal strengths and weaknesses related to health technology professions; assist students in health technology professions to learn basic principles of human behavior.

HTEC 56 Special Projects in Health Technology 1 Unit
HTEC 56X 2 Units
HTEC 56Y 3 Units
(Formerly Medical Assisting 56, 56x, 56Y.)
Three hours laboratory per week for each unit of credit.
(Any combination of Health Technology 56, 56X, and 56Y may be taken up to six times, not to exceed 18 units, as long as the topics/projects are different each time.)
Pass-No Pass (P-NP) course.
Individual advanced projects in Health Technology.

HTEC 60A Basic Medical Terminology 3 Units
Prerequisite: Health Technologies 50 (may also be taken concurrently).
(Those enrolled in De Anza College's Health Technology Programs must complete pre/co-requisite; those not enrolled in Health Technology Programs do not need to complete pre/co-requisite.)
Three hours lecture, one additional hour to be arranged.
Orientation to medical terminology; basic structure of medical terms and their components-prefixes, suffixes and roots with emphasis on analysis, definition, spelling and pronunciation.

HTEC 60G Advanced Medical Terminology 2 Units
Advisory: Health Technology 60A.
Two hours lecture, one additional hour to be arranged.
Application of medical terminology to the following body systems: digestive, urinary, reproductive, nervous, integumentary, sensory organs, and radiology.

HTEC 60H Advanced Medical Terminology 2 Units
Advisory: Health Technology 60A.
Two hours lecture, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Application of medical terminology to the following body systems: cardiovascular, respiratory, blood and lymphatic, musculoskeletal, endocrine, oncology, pharmacology and psychiatry.

HTEC 61 Medical Communications 1 1/2 Units
(Formerly Medical Assisting 61.)
Corequisite: Health Technology 61 students must also enroll in Health Technology 101C.
Advisory: Computer Applications and Office Systems 70AA and 91AL; Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Application of medical terminology, abbreviations, symbols, numbers, keyboarding appropriate formats in medical communications; medical chart notes, history and physicals, consultations and operative reports.

HTEC 64A Basic Clinical Laboratory Procedures 1 1/2 Units
(Formerly Health Technology 64G.)
Advisory: Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Introduction to clinical laboratory; microbiology and infectious diseases; urine collection; microscopic and macroscopic examination of urine.

HTEC 64B Advanced Clinical Laboratory Procedures (Hematology) 1 1/2 Units
(Formerly Health Technology 64H.)
Prerequisite: Health Technology 64A.
Corequisite: Health Technology 64B students must also enroll in Health Technology 101A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Introduction to hematology and blood chemistry techniques: blood collection, hematocrit, white blood cell count and differential; preparation of blood smears, preservation, storage and mailing of blood samples.

HTEC 68 Medical Reception Externship 2 Units
(Formerly Medical Assisting 68.)
Prerequisite: Health Technology 60A, 71, and 73; Computer Applications and Office Systems 70AA.
Six hours laboratory.
Practical medical reception experience in medical clinics.

HTEC 71 Medical Office Reception 1 Unit
(Formerly Medical Assisting 71.)
Advisory: Health Technology 60A.
Two hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Duties of the medical receptionist with emphasis on oral communications and appointment scheduling.

HTEC 72 Medical Office Financial Procedures 1 1/2 Units
(Formerly Medical Assisting 72.)
Corequisite: Health Technology 72 students must also enroll in Health Technology 101D.
Advisory: Health Technology 60A.
Three hours lecture-laboratory; one additional hour to be arranged.
Fee determination, credit and collections, billing, diagnostic and procedural coding, private and government health insurance programs.

HTEC 73 Medical Law and Ethics 1 1/2 Units
(Formerly Medical Assisting 73.)
Advisory: Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged.
Medical ethics, medical practice acts, legal relationship of patient and physician, legal responsibilities of the health technology team member, professional liability, physician's civic duties and arbitration.

HTEC 74 Medical Transcription with Advanced Terminology 1 1/2 Units
(Formerly Medical Assisting 74.)
Corequisite: Health Technology 74 students must also enroll in Health Technology 101C.
Advisory: Health Technology 60A and 61.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(May be taken four times for credit.)
Development of transcription skills necessary for a medical office using actual dictation from various medical specialties; advanced medical terminology.

HTEC 75 Medical Office Management 1 1/2 Units
(Formerly Medical Assisting 75.)
Corequisite: Health Technology 75 students must also enroll in Health Technology 101G.
Advisory: Health Technology 60A and 72.
Three hours lecture-laboratory; one additional hour to be arranged.
Advanced administrative skills including computerized accounts management duties of the medical office manager, personnel recruitment and training, financial management, office policy and procedure manuals, editorial and research duties and meeting arrangements.

HTEC 80 Clinical Hematology Laboratory 1 1/2 Units
Corequisite: Health Technology 80 students must also enroll in Health Technology 80A.
Four and one-half hours laboratory.
(May be taken two times for credit.)
Introduces the various techniques and safety procedures used in the clinical hematology Laboratory. Emphasizes the morphology and identification of common human blood cells. Successful completion of this course and Health Technology 80A, 81 and 81A, and Health Technology 82 and 82A are required to enroll in Clinical Hematology/Urinalysis/Coagulation Practicum, Health Technology 280.

HTEC 80A Clinical Hematology Lecture 4 1/2 Units
Corequisite: Health Technology 80A students must also enroll in Health Technology 80.
Four and one-half hours lecture.
Presents the origin of the various types of blood cells with emphasis on the red and white blood cells. The student will learn about human hematological disorders and classify these based on clinical laboratory findings. Admission to the MLT Program is necessary prior to registration. Successful completion of this course, Health Technology 80A, and Health Technology 80 is required to enroll in Clinical Hematology/Urinalysis/Coagulation Practicum, Health Technology 280.

HTEC 81 Clinical Urinalysis Laboratory 3/4 Unit
Corequisite: Health Technology 81 students must also enroll in Health Technology 81A.
Two and one-quarter hours laboratory.
(May be taken two times for credit.)
Teaches the student the various properties and constituents of urine via "on hands" learning. Emphasis is placed on the interpretation and handling of urine specimens and their accompanying requisitions. The students will be taught to examine urine physically, chemically, and microscopically and compare clinical values as related to the physiology of the urinary system in health and disease. Successful completion of this course and Health Technology 80, 80A, 81A, 82 and 82A are required to enroll in Clinical Hematology/Urinalysis/Coagulation Practicum, Health Technology 280.

HTEC 81A Clinical Urinalysis Lecture 1 1/2 Units
Corequisite: Health Technology 81A students must also enroll in Health Technology 81.
One and one-half hours lecture, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Teaches the student the various properties and constituents of urine via "on hands" learning. Emphasis is placed on the interpretation of theory and methodology of qualitative and quantitative clinical analysis of urine. The students will be taught to accurately compare results of analysis to normal and abnormal function of the kidney. Admission to the MLT Program is necessary prior to registration. Successful completion of this course and Health Technology 81 is required to enroll in Clinical Hematology/Urinalysis/Coagulation Practicum, Health Technology 280.

HTEC 82 Clinical Coagulation Laboratory 3/4 Unit
Corequisite: Health Technology 82 students must also enroll in Health Technology 82A.
Two and one-quarter hours laboratory.
(May be taken two times for credit.)
Introduces the various techniques and safety procedures used the clinical coagulation laboratory. Emphasis on platelet function tests and instrinsic and extrinsic clotting pathway testing. Normal and abnormal cases will be studied. Successful completion of this course and Health Technology 80, 80A, 81, 81A, and 82A are required to enroll in Clinical Hematology/Urinalysis/Coagulation Practicum, Health Technology 280.

HTEC 82A Clinical Coagulation Lecture 1 1/2 Units
Corequisite: Health Technology 82A students must also enroll in Health Technology 82.
One and one-half hours lecture, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Presents an overview of the homeostatic process, diseases, and laboratory evaluations. Normal and abnormal cases will be studied. Admission to the MLT Program is necessary prior to registration. Successful completion of this course and Health Technology 82 is required to enroll in Clinical Hematology/Urinalysis/Coagulation Practicum, Health Technology 280.

HTEC 83 Clinical Microbiology Laboratory 1 1/2 Units
Corequisite: Health Technology 83 students must also enroll in Health Technology 83A.
Four and one-half hours laboratory.
(May be taken two times for credit.)
Introduces the various techniques and safety procedures in clinical microbiology. Emphasizes the morphology and identification of common pathogenic organisms. Successful completion of this course and Health Technology 83A is required to enroll in Clinical Microbiology Practicum, Health Technology 283.

HTEC 83A Clinical Microbiology Lecture 4 1/2 Units
Corequisite: Health Technology 83A students must also enroll in Health Technology 83.
Four and one-half hours lecture.
Addresses microorganisms of medical microbiology with emphasis on the characteristics of clinically significant microorganisms and their biochemical profile, media for isolation, and identification methods for selected pathogens. The student will be introduced to identification methods, theories, and techniques used in basic bacteriology, parasitology and mycology. Emphasizes routine organism identification. Admission to the MLT Program is necessary prior to registration. Successful completion of this course and Health Technology 83 is required to enroll in Clinical Microbiology Practicum, Health Technology 283.

HTEC 84 Clinical Immunology/ Immunohematology Laboratory 1 1/2 Units
Corequisite: Health Technology 84 students must also enroll in Health Technology 84A.
Four and one-half hours laboratory.
(May be taken two times for credit.)
Introduces the student to the basic principles of antigen and antibody reactions included in blood grouping and typing, compatibility testing and serological procedures by performances in a student lab environment. Introduces serological and immunohematology procedures and techniques to measure analytes qualitatively and quantitatively. Successful completion of this course and Health Technology 84A is required prior to enrollment in Clinical Immunology/Immunohematology Practicum, Health Technology 284.

HTEC 84A Clinical Immunology/ Immunohematology Lecture 4 1/2 Units
Corequisite: Health Technology 84A students must also enroll in Health Technology 84.
Four and one-half hours lecture, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Introduces the student to the basic principles of antigen and antibody reactions included in blood grouping and typing, compatibility testing and serological procedures. Introduces serological and immunohematology procedures and techniques to measure analytes qualitatively and quantitatively. Admission to the MLT Program is necessary prior to registration. Successful completion of this course and Health Technology 84 is required prior to enrollment in Clinical Immunology/ Immunohematology Practicum, Health Technology 284.

HTEC 85A Clinical Chemistry I Laboratory 1 1/2 Units
Corequisite: Health Technology 85A students must also enroll in Health Technology 85C.
Four and one-half hours laboratory.
(May be taken two times for credit.)
Teaches the general laboratory principles and specific basic instrumentation methodologies used in basic clinical chemistry analysis. After review of laboratory math, and a reintroduction to quality control and quality assurance, the student will be introduced to variables of the pre analytical phase, characteristics important to quality lab technique and safety. Correlating test results with disease states will be accomplished. Successful completion of this course, Health Technology 85B, 85C and 85D are required to enroll in Clinical Chemistry Practicum, Health Technology 285.

HTEC 85B Clinical Chemistry II Laboratory 1 1/2 Units
Prerequisite: Health Technology 85C.
Corequisite: Health Technology 85B students must also enroll in Health Technology 85D.
Four and one-half hours laboratory.
(May be taken two times for credit.)
Intermediate to advanced laboratory principles and techniques used in clinical chemistry analysis. The student will perform and study tests of the endocrine system, therapeutic drug assays and compounds, and other clinical chemistry tests specific to special chemistry department test menus. Highly automated instrumentation will be studied and used to demonstrate correct quality control, maintenance, and clinical operation. This course is taken the following quarter after successful completion of Health Technology 85A and Health Technology 85C. Successful completion of this course, and Health Technology 85A, 85C and 85D, is required to enroll in Clinical Chemistry Practicum, Health Technology 285.

HTEC 85C Clinical Chemistry I Lecture 4 1/2 Units
Corequisite: Health Technology 85C students must also enroll in Health Technology 85A.
Four and one-half hours lecture.
The lecture series presents theoretical and practical concepts associated with testing procedures used in the clinical chemistry laboratory including fundamentals of general laboratory principles and specific basic instrumentation methodologies. The important characteristics and relevance of electrolytes and trace metals including their relationship to acid base balance will also be addressed. Correlating test results with disease states will be accomplished. Admission to the MLT Program is necessary prior to course registration. Successful completion of this course and Health Technology 85A is required before enrolling in Health Technology 85B and Health Technology 85D.

HTEC 85D Clinical Chemistry II Lecture 4 1/2 Units
Corequisite: Health Technology 85D students must also enroll in Health Technology 85B.
Four and one-half hours lecture.
Teaches relationships between the endocrine system and analytes assayed in the clinical laboratory, including tumor markers, therapeutic drugs, and compounds studied in toxicology. The student will be introduced to vitamins assayed and correlate their clinical significance. The student will correlate liver, kidney, and pancreatic function with test results and compare with states of health and disease. The function and laboratory analysis of various body fluids including effusions, spinal fluid, and synovial fluid will be included. Admission to the MLT Program is necessary prior to course registration. Successful completion of this course and Health Technology 85B is required before enrolling in Health Technology 285.

HTEC 90G Basic Patient Care 1 1/2 Units
Corequisite: Health Technology 90G students must also enroll in Health Technology 101B.
Advisory: Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Medical asepsis, nutrition and diet therapy, vital signs, preparation of examining room and patient, various procedures in the medical office.

HTEC 90H Medical Office Sterile Technique 1 1/2 Units
Corequisite: Health Technology 90H students must also enroll in Health Technology 101E.
Advisory: Health Technology 60A and 90G.
Three hours lecture-laboratory; one additional hour to be arranged.
Local application of heat and cold, medical office instruments, sterilization and disinfection of equipment and instruments, application of sterile gloves, assisting with minor office surgery, and bandaging.

HTEC 91 Medical Office Diagnostic Tests 1 1/2 Units
(Formerly Medical Assisting 91.)
Corequisite: Health Technology 91 students must also enroll in Health Technology 101F.
Advisory: Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Electrocardiography, theory of assisting with physical therapy and x-ray examinations, theory of diagnostic procedures and instructions.

HTEC 92 Medical Office First Aid 1 1/2 Units
(Formerly Medical Assisting 92.)
Advisory: Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Fundamentals of emergency care in the medical office with emphasis on potential life- threatening health problems.

HTEC 93 Pharmacology for Medical Assistants 1 1/2 Units
(Formerly Medical Assisting 93.)
Advisory: Health Technology 60A.
Three hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
Dosage calculation, drug legislation and standards, drug preparations and information regarding antibiotics, sulfonamides, antihistamines, and drugs that affect various systems of the body.

HTEC 94 Administration of Medications 1 Unit
(Formerly Medical Assisting 94.)
Prerequisite: Health Technology 93 (may be taken concurrently).
Two hours lecture-laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(May be taken three times for credit.)
Pertinent anatomy and physiology, choice of equipment, proper technique, hazards and complications, post-treatment and test patient care and satisfactory performance of a minimum of ten intramuscular, subcutaneous, and intradermal injections; preparation and administration of oral medication.

HTEC 95 Health Technology Externship 3 Units
(Formerly Medical Assisting 95.)
Prerequisite: Completion of all other courses in Health Technology curriculum. Nine hours laboratory.
(Repeatable up to six times.)
Appropriate practical experience in medical facilities.

HTEC 96 Health Technology Externship 4 Units
(Formerly Medical Assisting 96.)
Prerequisite: Completion of appropriate Health Technology Program's curriculum.
Twelve hours laboratory.
(Repeatable up to six times.)
Appropriate practical experience in medical facilities.

HTEC 101A Skill Building in Clinical Laboratory Procedures 1 Unit
(Formerly Medical Assisting 101A.)
Corequisite: Health Technology 101A students must also enroll in Health Technology 64H.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Collection and handling of blood specimens while developing speed and accuracy; performance of some tests on these specimens as required for medical facilities.

HTEC 101B Skill Building in Basic Patient Care 1 Unit
(Formerly Medical Assisting 101B.)
Corequisite: Health Technology 101B students must also enroll in Health Technology 90G.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Development of speed and accuracy in skills learned in the basic patient care course; skills include proper hand washing, vital signs, preparation of examination room and patient and various procedures in the medical office.

HTEC 101C Skill Building in Medical Communications and Medical Transcription 1 Unit
(Formerly Medical Assisting 101C.)
Corequisite: Health Technology 101C students must also enroll in Health Technology 61 and/or 74.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Development of speed and accuracy in skills learned in medical communications and medical transcription and advanced medical terminology.

HTEC 101D Skill Building in Medical Office Financial Procedures 1 Unit
(Formerly Medical Assisting 101D.)
Corequisite: Health Technology 101D students must also enroll in Health Technology 72.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Development of speed and accuracy in skills learned in medical office financial procedures course; skills include determining ICD-9CM and CPT codes, completing various types of insurance forms.

HTEC 101E Skill Building in Medical Office Sterile Technique 1 Unit
Corequisite: Health Technology 101E students must also enroll in Health Technology 90H.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Development of speed and accuracy in skills learned in the medical office sterile technique course; skills include local application of heat and cold, application of sterile gloves, assisting with minor surgery, and bandaging.

HTEC 101F Skill Building in Medical Office Diagnostic Tests 1 Unit
Corequisite: Health Technology 101F students must also enroll in Health Technology 91.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Development of speed and accuracy in skills learned in the medical office diagnostic tests course; skills include performing and assessing electrocardiograms.

HTEC 101G Skill Building in Medical Office Management 1 Unit
Corequisite: Health Technology 101G students must also enroll in Health Technology 75.
Three hours laboratory, one additional hour to be arranged in the Allied Health or Science Center Resource Center.
(Repeatable up to six times.)
Pass-No Pass (P-NP) course.
Development of speed and accuracy in skills learned in medical office management course; skills include computerized account management duties and medical office administrative simulations.

HTEC 110 Health Technologies Employment Preparation 1 1/2 Units
(Formerly Medical Assisting 110.)
Advisory: To be taken the quarter before final externship.
Three hours lecture-laboratory, one additional hour to be arranged.
(May be taken three times for credit.)
Steps involved in seeking employment in medical facilities; preparation of resume and interviewing; preparation for certification examinations.

HTEC 280 Clinical Hematology/Urinalysis/ Coagulation Practicum 6 Units
Credit course - Does not apply to De Anza Associate degree.
Prerequisite: Health Technology 80A, 81A, and 82A.
Eighteen hours laboratory.
(May be taken two times for credit.)
Provides entry-level clinical laboratory practice/experience in the department of hematology, urinalysis and coagulation. Emphasis is place on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations. This practicum will be conducted at a clinical affiliate site that will be assigned by the MLT (Medical Laboratory Technician) Program Coordinator.

HTEC 283 Clinical Microbiology Practicum 6 Units
Credit course - Does not apply to De Anza Associate degree.
Prerequisite: Health Technology 83A.
Eighteen hours laboratory.
(May be taken two times for credit.)
Provides entry-level clinical laboratory practice/experience in the department of microbiology. Emphasis is place on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations. This practicum will take place at a clinical affiliate site that will be assigned by the MLT (Medical Laboratory Technician) Program Coordinator.

HTEC 284 Clinical Immunology/ Immunohematology Practicum 4 1/2 Units
Credit course - Does not apply to De Anza Associate degree.
Prerequisite: Health Technology 84A.
Thirteen and one-half hours laboratory.
(May be taken two times for credit.)
Provides entry-level clinical laboratory practice/experience in the department of serology and blood banking. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations. This practicum will take place at a clinical affiliate site that will be assigned by the MLT (Medical Laboratory Technician) Program Coordinator.

HTEC 285 Clinical Chemistry Practicum 6 Units
Credit course - Does not apply to De Anza Associate degree.
Prerequisite: Health Technology 85C and 85D.
Eighteen hours laboratory.
(May be taken two times for credit.)
Provides entry-level clinical laboratory practice/experience in the department of general and special chemistry. Emphasis is placed on technique, accuracy, and precision. Different instrumentation will be introduced as well as bench/manual methods. Competence will be evaluated based on final clinical evaluations. This practicum will be conducted at a clinical affiliate site that will be assigned by the MLT (Medical Laboratory Technician) Program Coordinator.