



# HTEC 60G.01Z, Section 38030

## Advanced Medical Terminology

### Winter, 2023



**Units:** 2 (2 hours/week lecture)  
**Class:** Tuesdays, 8:30 am to 10:20 pm  
**Zoom Link:** [HTEC 60G Class \(8:30 am\) and Office Time \(8 to 8:30 am\) Link](#)  
**Instructor:** Susan Schmitz RN, BSN, PHN  
[schmitzsusan@fhda.edu](mailto:schmitzsusan@fhda.edu)  
**Office Hours:** Tuesdays 8 to 8:30 am and  
1:20 to 1:50 pm via Zoom [Link for Office Time \(1:20 to 1:50 pm\)](#)

**Course Description:** Application of medical terminology to the following body systems: digestive, urinary, reproductive, nervous, integumentary, sensory organs and radiology.

**Requisites:** Advisory: Health Technologies 60A

**Student Learning Outcomes:** Demonstrate the anatomy, physiology and diseases of the digestive, urinary, female reproductive, male reproductive, nervous, sensory and integumentary body systems. Develop case studies that concern diagnostic, conditions and diseases of systems and/or medical specialties.

#### Required Text:

The Language of Medicine, 12<sup>th</sup> Edition, Chabner, Davi-Allen, 2021, W.B. Saunders Co., ISBN: 978-0323551472.

#### General Information:

- There are **6 mandatory class meetings via Zoom** – January 10<sup>th</sup> and 24<sup>th</sup>, February 14<sup>th</sup>, and March 7<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup>. All class meetings are from 8:30 am to 10:20 am.
- **All 6 of these classes are mandatory.** You are allowed one absence. If you miss 2 of the mandatory classes, you may be dropped from the class.
- If you are dropped from the class, you will receive a “W” or “F” depending on the date the class is dropped.
- **Zoom Meeting information** for class, meeting, exams and office hours: **ID:** 857 0329 0533 **Passcode:** HTEC <https://fhda.edu.zoom.us/j/85703290533?pwd=RlREV1d2UTE2Qkw5MnIxaCtVYXhpdz09>
- Exams must be taken on the day and time via Zoom as scheduled on the course calendar.
- The student will have 1 hour and 50 minutes for each exam.

- **The student's camera must be on and working for the entire length of time that it takes for the student to complete the exam.**
- Canvas logs will be monitored during and after exams. If there are several instances when student logs out and logs back into the exam, the exam may be dropped at the discretion of the instructor.
- Each exam is 100 points. There are some multiple part questions so there are fewer than 100 questions.
- NO MAKE-UP TESTS WILL BE GIVEN UNDER ANY CIRCUMSTANCES.
- Upon completion of the four exams, one will be dropped. Therefore, missing one exam will not affect your grade.
- Homework assignments are due to at the start of class, 8:30 am, and will not be accepted after the due date and time.
- Homework must be completed with appropriate medical terminology – no inappropriate language.

**Grading Policy:** The course grade will be based upon performance on homework assignments and examinations. Homework assignments are 10 points for each chapter. Two of the assignments will be dropped for a total of 70 points. Each of 4 exams will consist of 100 multiple choice, matching, etc. questions. The lowest score (or the exam not taken, in case of absence) will be dropped when determining final grade for quarter. The final exam is 100 points and is comprehensive. There will be a total of 470 points for the course. Your grade is based on a percentage of the total.

## Examinations:

**Exams must be taken on the date and time noted with a camera on and working, no exceptions.**

### Points:

<i>Learning Activity</i>	<i>Total Points Possible</i>
Homework	70 points
Examinations	300 points
Final Examination	100 points



### Final Course Grade / Grading Scale:

A	421 – 470 points (90 – 100%)
B	374 – 420 points (80 – 89%)
C	327 – 373 points (70 – 79%)
D	280 – 326 points (60 – 69%)
F	< 279 points (<59%)

1. Attend class.
2. Read chapters in textbook.
3. Complete homework.
4. Review case studies in textbook.

*A grade of “C” is required for matriculation in the Health Technologies Programs.*

**Note:** De Anza College will enforce all policies and procedures set forth in the *Standards of Student Conduct* (see catalog). Any student disrupting a class may be asked to leave the class. Administrative follow-up may result.

### **Student Integrity Policy:**

All examinations, assignments and homework are considered to be individual (not group) work unless explicitly stated by the instructor. Dishonest behavior such as cheating (or attempts to cheat, or placing yourself in a situation where cheating may be perceived) on any required class-related work or tests will result in a failing grade on that assignment or examination.

### **The BHES Division Student Handbook:**

You are required to comply with all rules and regulations as outlined in the Biological, Health and Environmental Sciences Division Handbook as well as those of De Anza College. The BHES Division Student Handbook is available on line at

<http://www.deanza.edu/bhes/StudentHandbook.pdf>.

The De Anza College Student Handbook is available on line at

<https://www.deanza.edu/studenthandbook/>. The handbooks are also available in the Science Center and Kirsch Center for Environmental Studies Resource Centers. All information in the Student Handbook applies in this course and students will be held accountable for this information. In addition to outlining expectations of classroom behavior, this handbook contains many helpful resources for students as well as ideas to help students succeed in the sciences.

### **Tutoring:**

De Anza's Tutorial Center is located in L47 and the Writing and Reading Center is located in ATC309. You may receive tutoring services including drop-in help, regularly scheduled tutoring sessions, and/or online tutoring assistance for papers at both centers. These and many other academic support services are part of the Student Success Center:

<http://www.deanza.edu/studentsuccess/>.

### **Library Web Address:**

Many library materials can be accessed from an off-campus computer. Go to the library webpage at <https://www.deanza.edu/library/>. You will need either your 14 digit library number, posted on the front of your DASB card or your 8 digit student identification number to verify your student status. See the library webpage for more details.



#### **Important Dates:**

1<sup>st</sup> day of class – Tuesday, January 10, 2023  
Last Day to Add Class – Saturday, January 21, 2023  
Last Day to Drop Without a 'W' – Sunday, January 22, 2023  
Last Day to Drop with a 'W' – Friday, March 3, 2023  
Final Exam – Tuesday, March 28, 2023 Time TBD