

**MEDICAL TERMINOLOGY**  
**COURSE NUMBER & TITLE:**  
**INSTRUCTOR:**

AH 290 Medical Terminology

Mr. Ken Whitley

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**CREDIT HOURS:**  
**PREREQUISITES:**

2 semester hours

None

**COURSE DESCRIPTION:**

This course is designed to acquaint the student with the specialized language of medicine and with the need for precise communication which is required by practitioners in medicine and related fields.

Derivations of the terms, definitions, current usage, and spelling will be emphasized.

**COMPETENCIES:**

At the conclusion of this course, the student should be able to meet the following competencies:

1. Correctly define, spell, and use most conventional medical terms.
2. Identify common variation in pronunciation.
3. Be familiar with standard resource materials related to medical terminology.

**COURSE ACCESS:**

Course can be accessed on Blackboard through the [www.wku.edu](http://www.wku.edu) website under the Quick Link tab. You must download a free copy of Respondus Lockdown Browser, which is available from the Blackboard Software tab at the top of your screen.

For help with this process contact the IT Helpdesk at 270-745-7000. You must use Respondus to take exams.

**TEXTBOOKS:**

Chabner, Davi-Ellen, The Language of Medicine, 12th edition, W. B. Saunders Co., Philadelphia, PA.

**REFERENCES:**

Though not required, you may purchase one of the following:  
Taber's Cyclopedic Medical Dictionary, latest edition, F. A. Davis, Philadelphia, PA.

Dorland's Illustration Medical Dictionary, latest edition, W. B. Saunders, Philadelphia, PA.

Stedman's Concise Medical Dictionary Illustrated. James T. McDonough, Jr., Ph.D., Williams and Wilkins, Baltimore, MA, latest edition.

#### **EXAMINATIONS:**

Three exams and a Final Exam are given. A testing window will be announced in advance of each exam. Students are expected to take examinations when scheduled. Tests in this course are typically multiple choice and/or matching. The tests are administered online.

#### **CLASS PARTICIPATION AND PROFESSIONALISM:**

1. This course requires that you participate in class discussions. This means that you contribute to class discussions by relating your experiences, asking questions, making comments appropriate to the topics being discussed. Students will be assigned readings in the textbook which will be discussed from time to time on the discussion board. In order for the discussions to be meaningful, each student must have read the assigned reading and make **meaningful** comments. Since participation plays a role in your final grade, it is essential that you have read the assignment and contribute to the discussion board.
2. All students are expected to conduct themselves in a professional manner while online. Unprofessional behavior such as, but not limited to, the use of inappropriate language and/or rudeness toward **ANY** person will be considered a serious violation of this standard and will lower your grade accordingly.

#### **STUDENT ACTIVITIES:**

Students will be required to complete the following assignments:

1. Complete the workbook as instructed (Do not turn assignments into Instructor).
2. Take unit tests and Final Exam.
3. Participate in Discussion Board.

#### **EVALUATIONS:**

The following grading system will be used:

90% - 100% = A

80% - 89% = B

70% - 79% = C

60% - 69% = D

0% - 59% = F

Three Unit Exams and Final Exam = 80%  
(20% each)

Spelling Tests = 10% (5% each)

Discussion Board = 10% (Must participate in  
a least the minimum of the 2<sup>nd</sup> and 3<sup>rd</sup>  
Forum)

**Total 100%**

• **TITLE IX MISCONDUCT / ASSAULT STATEMENT**

**Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at**

**<https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and**

**Discrimination and Harassment Policy (#0.2040) at**

**[https://wku.edu/policies/hr\\_policies/2040\\_discrimination\\_harassment\\_policy.pdf](https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf).**

**Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 2707455429 or Joshua Hayes, 270-745-5121.**

**Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's Counseling and Testing Center at 270-745-3159.**

- **The Learning Center Peer Tutoring Services**

*The Learning Center (TLC) provides free tutoring services that empower students to achieve academic success. Trained peer tutors are available to review course content, answer questions, and demonstrate effective study strategies. TLC offers individual appointments and group sessions (PASS) for hundreds of undergraduate courses. For more information or to make an appointment, visit [www.wku.edu/tlc](http://www.wku.edu/tlc).*

- **ADA ACCOMODATRION STATEMENT**

*In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, 1074. SARC can be reached by phone number at 270-745-5004 [2707453030 TTY] or via email at [sarc.connect@wku.edu](mailto:sarc.connect@wku.edu) . Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.*

- **ACADEMIC DISHONESTY**

*Students are expected to be familiar with university policies regarding plagiarism, cheating, and/or academic dishonesty (please see the WKU Student Handbook). This type of behavior will result in a zero for the assignment/exam and/or failure for the course.*

- **COVID POLICY**

*All students are strongly encouraged to [get the COVID-19 vaccine](#). Out of respect for the health and safety of the WKU community and in adherence with CDC guidelines and practices of all public universities and colleges in [Kentucky](#), the University requires that a cloth face covering (reusable or disposable) that covers both the nose and mouth must be worn at all times when in public areas within all buildings. Students must properly wear face coverings while in class regardless of the room size or the nature of the classroom activities. Students who fail to wear a face covering as required will be in violation of the WKU Student Code of Conduct and will be asked to comply or will face disciplinary action, including possible dismissal from the University. Accommodations can be requested in special cases through the Student Accessibility and Resource Center ([SARC](#)): [270-745-5004](#) (voice), [270-745-3030](#) (TTY), or [270-288-0597](#) (video).*

*All students must immediately report a positive Covid-19 test result or close contact with a person who has tested positive to the Covid-19 Assistance Line at 270-745-2019. The assistance line is available to answer questions regarding any Covid-19 related issue. This guidance is subject to change based on requirements set forth by public health agencies or the office of*

**the governor. Please refer to the Healthy on the Hill website for the most current information. [www.wku.edu/healthyonthehill](http://www.wku.edu/healthyonthehill)**

- ***Note: A tool called ALLY has been enabled within our course site which means that you will have access to different formats of course files such as HTML, readable PDF, electronic braille, ePub, and audio (mp3). Please review the [ALLY for Students in Blackboard Learn video](#) to learn how to access these alternative formats.***
  
- ***Regular and Substantive Interaction in Online and Distance Learning: The U.S. Department of Education requires that distance education courses must include regular and substantive interaction between students and faculty. For more information about Regular and Substantive Interaction at WKU, please visit the Regular and Substantive Interaction in Online and Distance Learning webpage. In this course, regular and substantive interaction will take place in the following ways:***
  - 1.Facilitating a group discussion regarding the content of a course or course competency on a weekly basis.***
  - 2.Providing information or corresponding to questions about the course content or competency.***
  - 3.Assignments and assessment deadlines are set throughout the semester.***
  
- ***Note: This syllabus is subject to change until 1<sup>st</sup> day of class.***
  
- ***If you have questions concerning this syllabus, send an e-mail message to:***  
***[kenneth.whitley@wku.edu](mailto:kenneth.whitley@wku.edu)***

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Ken Whitley

