



LEHS Health Science Technology Medical Terminology

Mrs. Debbie Pope, BSN, MS, RN

Email: dpope@littleelmsd.net

Little Elm High School

7:20 am to 2:55 pm

Phone: 972-947-9443 - ext 22250, Room 2250

Tutorials: Fridays 7:00 am & 3:00 pm

5A Lunch and other times as needed

The following information will be a guide to understanding my classroom expectations for the school year. I need both guardian and student to sign on the back page and return packet to me. I hope that you are prepared to work and study hard! This is going to be an exciting year and I look forward to guiding each of you through the process of learning medical terminology and how it helps one understand the meaning of each word. I plan to use my real world experience, to teach you in a practical and fun way!

Class Rules

1. BE RESPECTFUL AND LISTEN

a. No talking when teacher is talking.

2. NO ELECTRONIC DEVICES ALLOWED ON or USED DURING LECTURE

a. Unless stated by the instructor.

b. Only certain times will earplugs be allowed.

3. BE PROMPT & BE PREPARED AND RESPECT EVERYONE'S PROPERTY!!

4. KEEP OUR ROOM CLEAN.

5. PLEASE STAY IN YOUR SEAT & WORK DILIGENTLY.

6. FOLLOW ALL RULES IN THE STUDENT HANDBOOK!

7. BATHROOM BREAKS

a. Allowed 10 minutes after start of class and 10 minutes before the end of class.

Materials: Please bring the following to class every day.

Pencil or pen

Spiral Notebook

Laptop

Index Cards (optional)

Please donate the following items to the class.

1 box of tissue



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- Classwork:** The class will be structured to allow students the opportunity to practice their time management skills. This can be a positive experience if students take the responsibility to organize class time wisely. Students are encouraged to take the opportunity to complete work during class by remaining on task.
- Grading Policy:** 40% Formative assessments: Daily work
60% Summative assessments: Projects, Exams
- Make-up Work:** When you are absent, you will be responsible for obtaining any assignments you have missed. A location in the classroom will be established where any handouts from previous days will be stored. School policy in the handbook will be utilized concerning make-up work.
- Standards For Work:** All hard copy assignments must be handed in on paper or online. Use of pen or pencil is acceptable. While this is not an English class, students are expected to use correct spelling and grammar on all written work.
- Headings should be:**
In the upper right-hand corner of the first page
First line - student's first and last name
Second line - date
- When turning in online documents you must insert a heading:**
First line - student's first and last name
Second line - date
- Along with naming your file or document as follows:**
first name initial, last name, underscore class abbreviation, and the name of the assignment.
Example: DPope_MT_name of assignment.
- Projects:** There will be units of study in which the grade will be based upon completion of an assigned project. Students will receive a criteria sheet to identify the objectives and grading scale. Please follow these criteria closely when working on the project and turn in the criteria sheet as the top cover sheet of the assignment. Class time will most often be given for students to work on assignments and projects and as such are expected to practice good time management in completing work. Group work will be completed as assigned.



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Retakes

Retest School policy in the handbook will be utilized regarding these 4 issues.

Late Policy

Cheating:

Student Student needs to know the and understand the Little Elm ISD

Handbook: Student Code of Conduct for Academic Dishonesty, Tardies, Dress Code and Cell Phone Usage..

Medical Terminology

Medical Terminology is a course which is all about medical words and their definitions. A course designed to introduce students to the structure of medical terms, including prefixes, suffixes, word roots, singular and plural forms, and medical abbreviations. The course allows students to achieve comprehension of medical vocabulary appropriate to medical procedures, human anatomy and physiology, and pathophysiology. Students will develop a working knowledge of the language of medicine and by relating terms to body systems, students identify proper use of words in a medical environment. Knowledge of medical terminology enhances the student's ability to successfully secure employment or pursue advanced education in health care.

This course is required for students to apply for acceptance into Health Science Practicum.

Units of Study

- | | |
|--|--|
| <input type="checkbox"/> Introduction to Medical Terminology | <input type="checkbox"/> The Urinary System |
| <input type="checkbox"/> The Human Body in Health & Disease | <input type="checkbox"/> The Nervous System |
| <input type="checkbox"/> The Skeletal System | <input type="checkbox"/> The Eyes & Ears |
| <input type="checkbox"/> The Muscular System | <input type="checkbox"/> The Integumentary System |
| <input type="checkbox"/> The Cardiovascular System | <input type="checkbox"/> The Endocrine System |
| <input type="checkbox"/> The Lymphatic & Immune System | <input type="checkbox"/> The Female & Male Reproductive System |
| <input type="checkbox"/> The Respiratory System | <input type="checkbox"/> Pharmacology & Psychiatric |
| <input type="checkbox"/> The Gastrointestinal System | |

A complete listing of the Texas Essential Knowledge and Skills (TEKS) to be covered this year can be found on the TEA website at under Medical Terminology.

<http://ritter.tea.state.tx.us/rules/tac/chapter130/ch130h.pdf>



*LEHS Health Science Technology
Medical Terminology*

Parents/Guardians

Thank you for taking the time to be involved in your student's education. Please fill out the following information and have your student return this packet to me as soon as possible. A copy of this will be available on my web page.

By signing this document, parents acknowledge reading the Class Syllabus and agree to support said student with required course work. Parents are hereby giving their son/daughter permission to participate in the LEISD HST class activities and to use the Internet for educational purposes during class.

Students will be given ongoing verbal instructions from me concerning classroom procedures. In order to avoid injuries and damage to equipment, students must observe and obey classroom rules at all times. Students must understand that failure to observe laboratory instructions could result in serious injury and they must acknowledge the responsibility and care to be used in handling all materials and equipment. If safety rules are neglected, students may be removed from the laboratory portion of the HST course. A student's signature demonstrates an agreement to comply with course rules and guidelines.

I look forward to a successful year, and invite you to email me at any time with comments or concerns.

***Parent name:**

Parent email:

Parent phone #'s:

Parent Signature:

***Student Name:**

Student Signature:

***Date:** _____