



This course supports the assessment for BBV1. The course covers 15 competencies and represents 3 competency units.

Introduction

Overview

Welcome to the Medical Terminology Course. You will learn about

- body structure and directional terms,
- body system function,
- anatomy and physiology,
- word parts,
- normal function terms,
- pathologic terms,
- diagnostic techniques,
- therapeutic interventions,
- pharmacologic terms, and
- common abbreviations.

Competencies

This course provides guidance to help you demonstrate the following 15 competencies:

- **Competency 733.1.1: Basic Word Structure**
The graduate correctly uses primary word parts and forms of basic medical terms to interpret and assure accuracy of health records.
- **Competency 733.1.2: Body Organization and Directional Terms**
The graduate accurately uses medical terms associated with body organization, direction, and position in context with anatomical structures and physiological functions of the human body.
- **Competency 733.1.10: Cardiovascular System**
The graduate accurately uses medical terms associated with the cardiovascular system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.
- **Competency 733.1.12: Nervous System**
The graduate accurately uses medical terms associated with the nervous system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.
- **Competency 733.1.13: Mental and Behavioral Health**
The graduate accurately uses medical terms associated with mental and behavioral health conditions, including diagnostic and therapeutic measures.
- **Competency 733.1.14: Sense Organs**
The graduate accurately uses medical terms associated with the sense organs in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.
- **Competency 733.1.15: Endocrine System**



The graduate accurately uses medical terms associated with the endocrine system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.16: Oncology**

The graduate accurately uses medical terms in context with anatomical structures and physiological functions associated with cancerous conditions and the study of tumors and cancer that occur in the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.3: Musculoskeletal System**

The graduate accurately uses medical terms associated with the musculoskeletal system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.4: Integumentary System**

The graduate accurately uses medical terms associated with the integumentary system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.5: Gastrointestinal System**

The graduate accurately uses medical terms associated with the gastrointestinal system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.6: Urinary System**

The graduate accurately uses medical terms associated with the urinary system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.7: Male Reproductive System**

The graduate accurately uses medical terms associated with the male reproductive system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.8: Female Reproductive System**

The graduate accurately uses medical terms associated with the female reproductive system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.9: Blood, Lymphatic, and Immune Systems**

The graduate accurately uses medical terms associated with the blood, lymphatic, and immune systems in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

Course Instructor Assistance

As you prepare to successfully demonstrate competency in this subject, remember that course instructors stand ready to help you reach your educational goals. As subject matter experts, mentors enjoy and take pride in helping students become reflective learners, problem solvers, and critical thinkers. Course instructors are excited to hear from you and eager to work with you.

Successful students report that working with a course instructor is the key to their success. Course instructors are able to share tips on approaches, tools, and skills that can help you apply the content you're studying. They also provide guidance in assessment preparation



strategies and troubleshoot areas of deficiency. Even if things don't work out on your first try, course instructors act as a support system to guide you through the revision process. You should expect to work with course instructors for the duration of your coursework, so you are welcome to contact them as soon as you begin. Course instructors are fully committed to your success!

Preparing for Success

The information in this section is provided to detail the resources available for you to use as you complete this course.

Learning Resources

The learning resources listed in this section are required to complete the activities in this course. For many resources, WGU has provided automatic access through the course. However, you may need to manually enroll in or independently acquire other resources. Read the full instructions provided to ensure that you have access to all of your resources in a timely manner.

Manually Enrolled Resources

Take a moment to enroll in the learning resources listed in this section. To enroll, navigate to the "Learning Resources" tab, click the "Sections" button, and then click the "Enroll Now" button for each resource. Once your mentor approves your enrollment in the resource, you will receive an e-mail with further access instructions. Contact your mentor if you have questions.

You will need to enroll in or subscribe to learning resources as a part of this course. You may already have enrolled in these resources for other courses. Please check the "Learning Resources" tab and verify that you have access to the following learning resources. If you do not currently have access, please enroll or renew your enrollment at this time.

AHIMA Modules

The AHIMA resource contains learning activities, web links, and self-tests and quizzes throughout each of the modules in this resource; it is the primary resource for this course. You will be using the following online learning resource for this course:

- AHIMA Distance Education Course: Medical Terminology

Note: If you have any login difficulties, do not contact AHIMA. The learning resource is managed through WGU. Contact the [Learning Resources Department](#) with any problems.

As you work through this resource, make sure to complete the following suggestions:

- Work through all of the AHIMA modules; the exam is based on module content.
- Take all module quizzes.
- Visit all suggested websites found in the modules.
- Do all activities suggested in the modules.
- Read all assigned textbook chapters as listed in the modules.
- Make sure to score 85% or better before moving on in the course.
- Make sure to score 90% or better in all module quizzes before requesting the exam.
- Request your module quizzes be reset for more practice as needed.



You will access the following e-textbook within the AHIMA Medical Terminology course:

- Shiland, Betsy J. (2006). *Mastering healthcare terminology* (3rd ed.). Maryland Heights, Missouri: Mosby Elsevier. ISBN-13: 978-0323055062.

Other Learning Resources

You can use the following learning resource for this course.

3M Encoder (Optional)

Use the 3M Encoder as an optional online learning resource for this course.

Login information for the 3M Encoder is found in the in the Documents section of the Health Informatics Learning Community. The document is named, "Using the Encoder to Study Medical Terms." It contains the URL, username, and password for 3M Encoder access.

The 3M Encoder is a software application used by coders to assist in determining and applying appropriate codes to healthcare services rendered.

The 3M Encoder contains online resources such as a medical dictionary, descriptions of diseases and medical/surgical procedures, abbreviations, and other helpful information. If you have never used an encoder before, you will benefit from using this resource to see how it is used in the clinical setting.

AHIMA Competencies

AHIMA Baccalaureate Degree Entry-Level Competencies

The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) is the accrediting agency for health information management (HIM) programs at the associate, baccalaureate and master's degree levels, and health informatics master's degree programs.

CAHIIM requires that baccalaureate programs include reference to the *AHIMA Baccalaureate Degree Entry-Level Competencies* in each course as applicable for students to see. For this course this includes:

- **Biomedical Sciences: Medical Terminology**

Students should be able to break down, differentiate, discriminate, recognize, infer, point out, illustrate, outline, and prioritize medical terms.

Medical Terminology Learning Environment

All reading activities, discussion questions, quizzes, and learning resources for this course are found by accessing the Medical Terminology learning environment.

Learning Environment

The material for this course is found in the AHIMA Distance Education course for Medical Terminology.



Once you have completed the material within the learning environment, you should return to this course for the information for your exam.

This topic addresses the following competency:

- **Competency 733.1.1: Basic Word Structure**
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- **Competency 733.1.5: Gastrointestinal System**
The graduate accurately uses medical terms associated with the gastrointestinal system



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- **Competency 733.1.6: Urinary System**

The graduate accurately uses medical terms associated with the urinary system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.7: Male Reproductive System**

The graduate accurately uses medical terms associated with the male reproductive system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.8: Female Reproductive System**

The graduate accurately uses medical terms associated with the female reproductive system in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

- **Competency 733.1.9: Blood, Lymphatic, and Immune Systems**

The graduate accurately uses medical terms associated with the blood, lymphatic, and immune systems in context with anatomical structures and physiological functions of the human body, including diagnostic and therapeutic measures.

Final Steps

Congratulations on completing the activities in this course! This course has prepared you to complete the assessment associated with this course. If you have not already been directed to complete the assessment, schedule and complete your assessment now.

The WGU Library

The WGU Library

The [WGU Library](#) is available online to WGU students 24 hours a day.

For more information about using the WGU Library, view the following videos on [The WGU Channel](#):

Introducing the WGU library

Note: To download this video, right-click the following link and choose "Save as...": [download video](#).

Searching the WGU library

Note: To download this video, right-click the following link and choose "Save as...": [download video](#).

Center for Writing Excellence: The WGU Writing Center



If you need help with any part of the writing or revision process, contact the Center for Writing Excellence (CWE). Whatever your needs—writing anxiety, grammar, general college writing concerns, or even ESL language-related writing issues—the CWE is available to help you. The CWE offers personalized individual sessions and weekly group webinars. For an appointment, please e-mail writingcenter@wgu.edu.

Feedback

WGU values your input! If you have comments, concerns, or suggestions for improvement of this course, please submit your feedback using the following form:

- [Course Feedback](#)

ADA Policy

Western Governors University recognizes and fulfills its obligations under the Americans with Disabilities Act of 1990 (ADA), the Rehabilitation Act of 1973 and similar state laws. Western Governors University is committed to provide reasonable accommodation(s) to qualified disabled learners in University programs and activities as is required by applicable law(s). ADA Support Services serves as the principal point of contact for students seeking accommodations and can be contacted at ADASupport@wgu.edu. Further information on WGU's ADA policy and process can be viewed in the student handbook at the following link:

- [Policies and Procedures for Students with Disabilities](#)