



MISSION STATEMENT

"The official mission of BCI is to bring skill based education to all persons wanting a career in allied health care"

MEDICAL ABBREVIATIONS DIDACTIC COURSE

Meeting Time: Wednesdays 9:00am – 3:00pm and Fridays 9:00am – 3:00pm Lab

Instructors: TBA

Office Address: 422 Main St, Malden MA 02148

320 Washington St, Brookline, MA 02445

Office Phone: Malden (781)333-3522 - Brookline (617)383-6058

E-mail: TBA

Office Hours: By appointment

Admissions Requirement: High School Diploma or Equivalent

I. Course Description

This course is built for the application of medical language, utilization of common medical terms and their abbreviations.

II. Course Goals and Objectives

The goals of this model curriculum are to:

- Increase medical vocabulary
- Identify possible communication barriers that may exist between the doctor and the patient
- Pronounce medical terms correctly using the "sounds like" system
- Recognize the importance of always spelling medical terms correctly
- State why caution is important when using medical abbreviations
- Recognize, define, spell, and pronounce medical terms of this course.

III. Class Expectations and Assignments

Students will be expected to practice self-study through reading assigned materials, reviewing pertinent resources and/or working as a group on assignments.

IV. Grading

Each student must attain a grade of 75% or higher to pass

The final grade is made up of:

- Attendance
- Homework
- Final Exam

A cumulative final grade below 75% is considered a failing grade. The student is allowed one make-up test. In case the student fails the make-up test, he/she will be offered remedial classes for a prorated fee based on the number of sessions.

V. Outcomes

After studying all materials and resources presented in the course, the student will be able to:

- Use abbreviations correctly
- Recognized abbreviations that cannot be used
- Be familiar with prescription and its format
- Identify the causes of medical errors and error-prone abbreviations

Student success is our priority, don't hesitate to ask questions and always give your best!!!! Good Luck

WEEK	SUBJECT MATTER	ACTIVITIES
WEEK 1	<ul style="list-style-type: none"> • Introduction to medical abbreviations 	<ul style="list-style-type: none"> • Abbreviations package • Understanding prescriptions and its abbreviations • Abbreviations worksheet
WEEK 2	<ul style="list-style-type: none"> • System Analysis, Causes of Medication Errors, and Error-prone abbreviations 	<ul style="list-style-type: none"> • Medical TV episode <ul style="list-style-type: none"> ○ Transcribe all abbreviations presented on show • Power Point Presentation
WEEK 3	<ul style="list-style-type: none"> • Medical Terminology Review 	<ul style="list-style-type: none"> • Medical TV episode • Transcribe all abbreviations presented on show • Group Worksheet
WEEK 4	<ul style="list-style-type: none"> • Abbreviations Review 	<ul style="list-style-type: none"> • Students skits • Research article • Final evaluation