AAPC - Medical Terminology Syllabus

Prerequisites: None

Clock Hours: 40

Course Length: To be completed at student's own pace within a 2-month period or less. Enrollment date begins at date of purchase.

Class Hours: Days/Times Per Week: Online course, independent self-study, no classroom meetings; student may login to course at their own time schedule, no specific login times. Students may email course content questions to AAPC coaching staff.

Certificate of Completion Issued: Yes

Course Description: Medical Terminology introduces the student to the medical terminology used in the medical coding and reimbursement profession, and covers medical terminology and anatomy from a coder's perspective. This course would be valuable for anyone preparing for a career in any non-clinical medical profession, and strongly recommended for anyone who is preparing for any AAPC certification examination.

Course Objectives:

1. Correctly identify the roles of the four types of word parts in forming medical terms.
2. Analyze unfamiliar medical terms using your knowledge of word parts.
3. Define anatomy and physiology and use anatomic reference systems to identify the anatomic position for all major organ systems.
4. Master anatomy as it relates to the procedural coding manual.
5. Understand disease terms as they relate to the diagnostic coding manual.

Course Content:

Module 1—Introduction to Medical Terminology
Module 2—Disease and Treatment
Module 3—Circulation, Blood and Immunity
Module 4—Respiration and Digestion
Module 5—Urinary and Male Reproductive System
Module 6—Female Reproductive System, Pregnancy and Birth
Module 7—Endocrine and Nervous Systems, Behavioral Disorders
Module 8—The Senses
Module 9—The Skeleton and Muscular Systems
Module 10—The Skin
Final Exam

Methods of Evaluation:

The instructional methods used include reading assignments, practice exercises, module review tests, and final exam. To receive certificate of completion, students must achieve a passing score of 70% or higher and complete the course within a 2-month time period. No reduced hours in the course or tuition discount for previous education or training will be granted.

Included Textbook:

1. Medical Terminology An Illustrated Guide, Seventh Edition; Barbara Janson Cohen; Lippincott Williams & Wilkins; ISBN: 9781451187564

Recommended Textbooks/Supplies:

1. Medical dictionary, any publisher

Computer Requirements: High-speed internet connection with Blackboard supported Operating System & Web browser