

Course Syllabus

Course Name: MED-C201: Anatomy and Physiology

Course Length: 1 Month

Credits: 2 Credits

Clock Hour: 84

Tuition: \$500

Program Goal: This course is designed to introduce and familiarize the student with the structure and function of the human body. This course provides a basic foundation for further study in the clinical aspects of the Medical Office Assistant profession. Topics covered include the structural units of the human body, the chemistry of living things, a review of cell processing, and a review of individual body systems.

Upon completion of this course the Medical Office Assistant student will be able to correctly identify and name parts of the human body and relate the chapter materials to his or her job duties within the Medical Office Assistant profession.

Text material:

Body Structures and Functions, 12th Edition
Ann Senisi Scott Mount Mercy College, Cedar Rapids, Iowa
Elizabeth Fong
ISBN-10: 113369165X | ISBN-13: 9781133691655

Software Needed: none

Class Hours: Program is available 24/7/365. Support is available via e-mail, course forums and scheduled support sessions

Class Location: 140 Little Street Belleville, NJ 07109. Programs are provided via the WOLI online classroom.

Teaching Method: Assignments will be completed and submitted by the due date. These are independent and consist of both reading and writing assignments. Class time will be devoted to discussing content, presenting enrichment materials, answering student questions and additional learning activities.

Features and Benefits:

- Includes an Infection Control and Standard Precautions chapter that emphasizes the importance of maintaining health and safety in the health care work environment.
- Includes Career Profiles that provide insight into today's hottest health care careers.
- Includes "Did You Know" boxes that features fun, interesting trivia-like facts to engage your students and Medical Highlights that provide them with the latest information on diseases, treatment and health care issues.
- Includes Effects of Aging boxes that highlight body system changes that occur as we age and Applying Theory to Practice and Case Studies that simulate experiences your students will encounter in a health care setting.
- Includes Lab Activities that bring a new interactive dimension to learning and is accompanied by a student workbook that offer additional practice through interactive quizzes and fun activities that correlate with each chapter in the book.

Program Contents:

1. Introduction to the Structural Units.
2. Chemistry of Living Things.
3. Cells.
4. Tissues and Membranes.
5. Integumentary System.
6. Skeletal System.
7. Muscular System.
8. Central Nervous System.
9. Peripheral and Autonomic Nervous System.
10. Special Senses.
11. Endocrine System.
12. Blood.
13. Heart.
14. Circulation and Blood Vessels.
15. The Lymphatic System and Immunity.
16. Infection Control and Standard Precautions.
17. Respiratory System.
18. Digestive System.
19. Nutrition.
20. Urinary/Excretory System.
21. Reproductive System.
22. Genetics and Genetically Linked Diseases.
- 23.

Quizzes and Exams:

Quizzes: Chapter quizzes will cover the concepts mastered in each chapter.

Exams: A final Exam will be given at the end of your course to ensure your successful completion of this course.

Grading:

Upon successful completion of our course, you will receive a grade from the student services department. Grades for each course within a program will be averaged to determine your overall grade point average. A grade point average of 2.0 is required for graduation. For information regarding a grade point average below a 2.0, please refer to the Academic Probation section.

Grading System

A	4.0 Excellent	90% to 100%
B	3.0 Good	80% to 89%
C	2.0 Satisfactory	70% to 79%
D	1.0 Unsatisfactory	60% to 69%
F	0.0 Failure	0% to 59%
I	Incomplete	

If you fail to complete your course/program, you will receive an "I" (Incomplete) for that course and will be placed on probation for the next course of instruction. You will have an opportunity to repeat and complete the course. If you fail to successfully complete a course you may be removed from the program and no graduation certificate will be issued.