



## Fundamentals of Medicine Course Live Instruction Syllabus

**Prerequisites:** None

**Clock Hours:** 40 (*Note: 40 clock hours accounts only for time spent in the online course, and does not include time spent outside of the course or study time. Study time will vary widely per individual.*)

**Course Length:** This is a 12 week course. Each week your instructor will provide a live lecture and opportunity to ask questions based on current weekly material. You will be required to complete weekly textbook reading and online course work prior to each weekly live instructor lecture.

**Class Hours: Days/Times Per Week:** Weekly classroom meetings for 12 weeks; one hour per week. Office hours also available weekly; one hour per week.

**Certificate of Completion Issued:** Yes

**Course Description:** The students will learn medical terminology, anatomy, and pathophysiology for a wide range of topics, applying what is learned to reading and interpreting a medical record. This course is valuable for anyone preparing for a career in any non-clinical medical profession, and strongly recommended for anyone who is preparing for an AAPC certification examination.

**Course Objectives:**

- Identify how to use medical terminology to read a medical record.
- Use anatomic reference systems to identify anatomic positions and landmarks.
- Understand an overview of the pathophysiology of common conditions.

**Course Content:**

- Introduction to the Body, Disease, and Treatment
- Integumentary System
- Musculoskeletal System
- Nervous System and Mental Health
- Special Senses and Endocrine System
- Cardiovascular and Lymphatic Systems
- Respiratory System
- Digestive System
- Urinary System
- Male Reproductive System
- Female Reproductive System, Pregnancy and Birth
- Final Exam

**Methods of Evaluation:**

The instructional methods used include reading assignments, interactive study activities, module review tests, and a final exam. To receive a certificate of completion, students must successfully complete the course within the allotted time frame.

Successful course completion includes:

- A passing score of 70% or higher on all module review exams
- A passing score of 70% or higher on the final exam
- An overall final course scores of 70% or higher

No reduced hours in the course or tuition discount for previous education or training will be granted.

**Included Textbooks:**

1. Medical Terminology an Illustrated Guide, Ninth Edition; Barbara Janson Cohen, Shirley A. Jones; Jones & Bartlett Learning; ISBN: 978-1-975-13637-6
2. Structure & Function of the Body, 16th Edition (eBook); Kevin Patton, Gary Thibodeau; Elsevier; ISBN: 978-0-323-65577-4
3. Understanding Pathophysiology; Huether, S., McCance, K. [VitalSource Bookshelf]. Retrieved from <https://bookshelf.vitalsource.com/#/books/9780323639088/>

**Recommended Textbooks/Supplies (not included):**

1. Medical dictionary, any publisher

**Computer Requirements:** High-speed internet connection with Blackboard supported Operating System & Web browser (see Course Requirements tab: <https://www.aapc.com/training/online-medical-terminology-training-course.aspx>); Adobe Flash Player; Adobe Acrobat Reader. For best experience, use of a mobile device is not recommended.

**Course Enrollment Fee:** Payment is due in full at time of enrollment. Fees listed do not include any recommended textbooks/supplies or computer requirements, which are to be purchased separately by the student. Prices are variable and subject to change, see AAPC website for most current enrollment fees: <https://www.aapc.com/training/online-medical-terminology-training-course.aspx>.