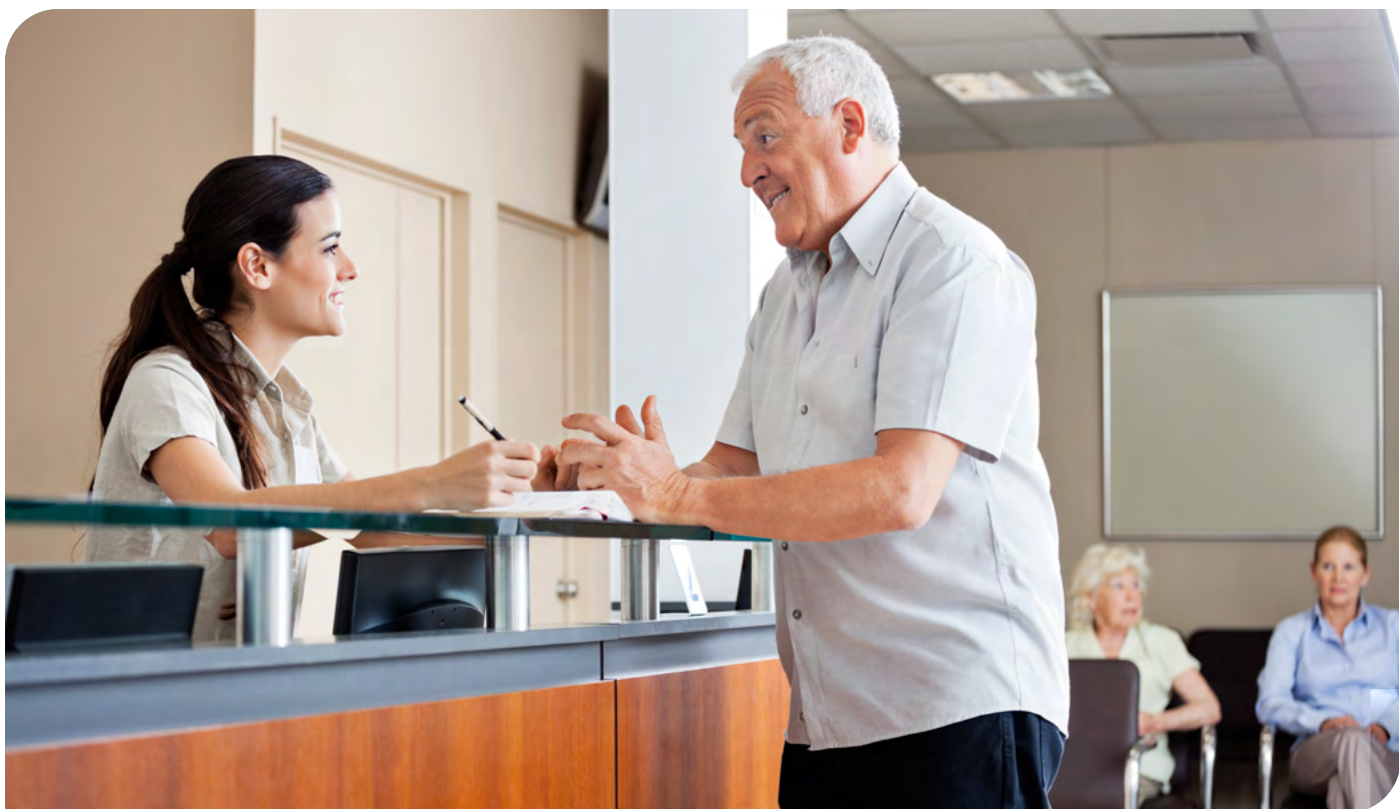




MEDICAL TERMINOLOGY



Certificate in Medical Terminology

Start your rewarding career journey helping doctors and healthcare specialists

The Medical Terminology course is designed for health administrators seeking to upskill or those wishing to work in a medical environment with no prior experience and training. Throughout the course, you will be equipped with terminology, medical procedures and other useful knowledge to work in a health administrative position.

Upon completion, you can be confident to seek employment in various healthcare settings including dentistry, veterinary care, medical reception, natural therapy facilities etc.

Did you know?

Healthcare is Australia's biggest employer and it is getting even bigger. Now, you can also join this respected industry and build a rewarding career assisting doctors and specialists with their patients.



ABOUT US

Courses4me is a new age online education company, with decades of experience in both the public and private education space. Our founders have a combined 27 years' experience in education and training and have come together to provide quality and affordable education for everyone that is looking to upskill.

Our network of partners and education providers now spreads across Australia, New Zealand and the UK. We offer hundreds of courses in a vast array of industries. From an introductory certificate to advanced courses and bespoke programs, students will receive the recognition, skills and industry insights to hit the ground running with confidence.

Endorsement

Courses4me has established a high level of respect in academic circles within a range of disciplines in Australia and beyond.

The courses are fully endorsed by The International Approval and Registration Centre (IARC) – a dynamic, non-profit association with head quarter and administration centre in Queensland, Australia.



Quality for Excellence in Education

www.iarcedu.com

COURSE OVERVIEW



Duration / Study Method

The course will take approximately 200 hrs to complete.

The course is done completely online in your own time and from the comfort of your home. We offer self-paced learning and direct tutor support for each individual student.



Payment Methods

Course Fee: \$2,600 + GST

Pay for the course upfront and receive a discount or set up an interest free payment plan today from only \$25 per week.



Assessments

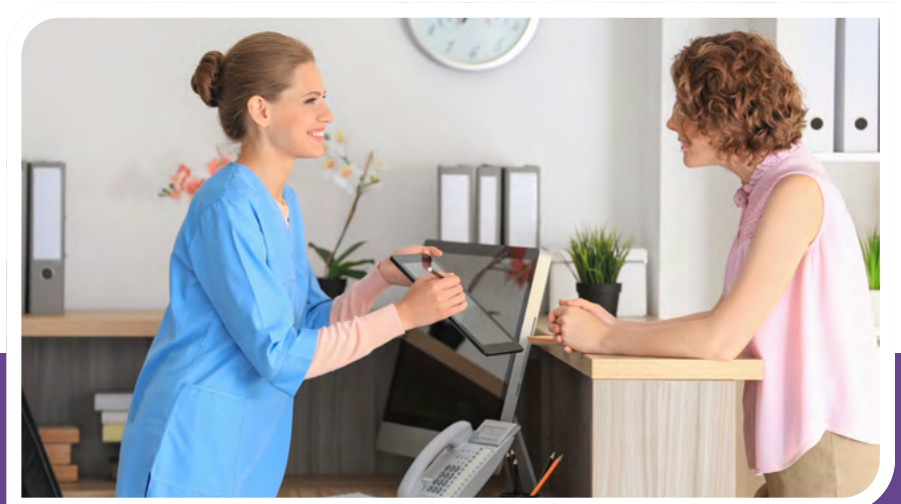
Includes case studies, quizzes and written assessments, that are marked with personalised feedback.

Problem based learning projects working one on one with your tutor.



Support

All students have unlimited access to their very own professional tutor over the phone or via email.





CAREER OPPORTUNITIES

By earning this certificate, learners can confidently seek rewarding employment in various organisations, either as a/an:

- ✓ Admissions Clerk
- ✓ Medical Administrative Worker
- ✓ Ward Clerk
- ✓ Medical Transcriptionist



NO PRIOR EXPERIENCE OR
CERTIFICATION NEEDED



FLEXIBLE PAYMENT PLAN
(FROM \$25 PER WEEK)



LEARN MEDICAL TERMINOLOGY
ONLINE – ANYWHERE ANYTIME



Core modules

1 Scope and Nature of Medical Terminology

- What is Medical Terminology
- Origins of Words
- Structure of Words
- Medical Prefixes
- Medical Suffixes
- Constructing Medical Terms by altering prefix or suffix

2 Anatomical Structure

- Anatomical Prefixes
- Anatomical Suffixes
- Locating parts of the body
- Terms to indicate positioning of anatomical features in body
- Acronyms
- Symbols

3 Medical Equipment and Procedures

- Terms to describe Diagnostic and Surgical Procedures
- Terms to describe Medical Equipment
- Storage and Handling of Medicines
- Sterilising Equipment
- Terms to describe Bacteria
- Gram Staining
- Diagnostic Microbiology
- Research Microbiology
- Types of Wounds
- Problems Resulting from Wounds
- Treating Wounds
- Electrolytes
- Examples of Prefixes and Suffixes

4 Pharmacological Terminology

- Types of herbal and pharmaceutical medicines (e.g. Alkaloids, Calmatives, Cathartics, Decongestants, Expectorants, etc.)
- Pharmacological Terms (e.g. Allergens, Carcinogens, Photosensitisers, Toxic Alkaloids, etc.)
- Over the Counter Prescription Drugs
- Terminology for OTC and Prescription Drugs (e.g. Steroids, Barbiturates, anti-Psychotic Drugs etc.)
- Prefix and suffix examples

5 Musculoskeletal System Terminology

- Naming main muscles
- Musculature ... Types of Muscle tissue
- Relationship between muscles and bone
- Bone and Joint problems (e.g. Sprains, Broken Bones, etc.)
- Disorders of musculoskeletal System (e.g. Fibromyalgia, Sprains, strains, Cramp, etc.)
- Suffix Examples

6 Cardiovascular, Lymphatic and Immune Systems Terminology

- Parts of the Heart
- Circulation
- Systole and Disystole
- Terms related to Disorders of Cardiovascular System
- Lymphatic System and Immunity
- Circulation
- Vaccination
- Immunity
- Disorders of Immunity
- Suffix and Prefix Examples

7 Respiratory and Reproductive Systems Terminology

- Lungs
- Respiration
- Pulmonary Circulation
- Gas Exchange (Diffusion, Perfusion, Arterial Pressure)
- Carbon Monoxide Poisoning
- Diagnostic Procedures for Lungs and Airways
- Respiratory Disorders
- Male Reproductive System
- Female Reproductive System
- Pregnancy
- Parturation
- Caesarian Section, VBAC and Multiple Gestation
- Premature Birth and Miscarriage
- Reproductive Disorders (e.g. Amenorrhoea, Menorrhagia, PCOS, Endometriosis, etc.)
- Suffix and Prefix Examples



8 Digestive and Excretory Systems Terminology

- Parts of the Digestive System
- Renal System
- Kidneys
- Ureters and Bladder
- Urethra
- Disorders of Digestive and Renal Systems (e.g. Anal Fissure, Haemorrhoids, Inflammatory Bowel System, Kidney Stones, Pancreatitis, etc.)
- Suffix and Prefix Examples

9 Integumentary System (Skin) Terminology

- Thermoregulation
- Electrolytes
- Types of Sensory Nerves
- Sun Protection
- Intergument Structure
- Cell Types
- Disorders (e.g. Scab, Atrophic skin, Abrasion, Excoriation, Scar, Ulcer, etc.)
- Diagnostic Procedures
- Suffix and Prefix Examples

10 Nervous and Sensory Systems Terminology

- Brain
- Central Nervous System.
- Peripheral Nervous System.
- Disorders of Nervous System.
- Disorders of Sensory System (e.g. Aphasia, Apraxia, Vertigo, etc.).
- Diagnostic Procedures.
- Suffix and Prefix Examples

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