

## **UNDERGRADUATE COURSES**

### **ACCOUNTING 101**

#### **Financial Accounting (3)**

Discusses classification of accounts and interrelationships as they affect external reports of the business entity. Emphasizes development and application of generally accepted accounting principles in the preparation of financial statements.

Prerequisite: Mathematics 101 or higher

### **ACCOUNTING 102**

#### **Managerial Accounting (3)**

Accounting and information decision-making. Emphasizes internal reports and plans such as income statements, capital budgets, cost-volume-profit relationships, pricing of products and services and variance analysis. Discusses potential ethical concerns in making business decisions.

Prerequisite: Accounting 101

### **ANTHROPOLOGY 101**

#### **Cultural Anthropology (3)**

Explores fundamentals of culture, regardless of where and when people have lived. Discusses contemporary issues such as health and illness, resource distribution and comparative family structures.

### **ANTHROPOLOGY 369**

#### **Medical Anthropology (2-3)**

Examines socio-cultural and bio-cultural approaches and applications beginning with the social context of health and healing. Uses readings, class discussions, videos and research.

### **ART 101**

#### **Art Appreciation (3)**

Investigates painting, sculpture, architecture and graphics. Examines techniques and subject matter. Includes field trips.

### **BIOLOGY 101**

#### **General Biology I (3)**

Introduces principles of biology, including the function, evolution and morphology of animals. Integrates lecture with laboratory sessions.

#### **BIOLOGY 101L (1)**

Laboratory session to accompany BIOLOGY 101

### **BIOLOGY 102**

#### **General Biology II (3)**

Continues the investigation of human biological principles and structures begun in Biology 101. Integrates lecture and laboratory sessions throughout the course.

Prerequisite: Biology 101

#### **BIOLOGY 102L (1)**

Laboratory session to accompany BIOLOGY 102

### **BIOLOGY 110**

#### **Human Anatomy and Physiology I (3)**

Examines the human body with emphasis on structure and function of the skeletal, muscular and nervous systems. Investigates each system at the cellular level. Recommended: Biology 101, 102

### **BIOLOGY 110L**

#### **Human Anatomy and Physiology I Laboratory (1)**

Laboratory session to accompany BIOLOGY 110..

**BIOLOGY 111****Human Anatomy and Physiology II (3)**

Examines structure and function of the endocrine, cardiovascular, respiratory, digestive, urinary and reproductive systems. Emphasizes interrelationships and maintenance of a stable internal environment.

Prerequisite: Biology 110.

**BIOLOGY 111L****Human Anatomy and Physiology II Laboratory (1)**

Laboratory session to accompany BIOLOGY 110

**BIOLOGY 200****Body Form and Function (3)**

A basic but comprehensive introduction to the anatomy and physiology of the human body intended for non-medical and non-health professionals personnel. Examines structure and function of skeletal, muscular, nervous, endocrine, cardiovascular, respiratory, digestive, urinary and reproductive systems.

**BIOLOGY 315****Microbiology (3)**

Examines microorganisms including bacteria, viruses, fungi and parasites. Emphasizes microorganisms responsible for human disease. Presents topics in immunology and therapeutic agents used to combat infectious diseases.

**BIOLOGY 316****Microbiology Laboratory (1)**

Examines topics in conjunction with those discussed in lecture. Includes use of the microscope and other equipment, observation of laboratory safety rules, ability to isolate organisms and ability to perform Gram stains. Presents microscopic and macroscopic specimens for identification, description or discussion.

**BIOLOGY 402****Human Pathology (3)**

Investigates the pathophysiology of human diseases. Emphasizes common disease processes that affect patients and the diagnostic test/procedures that are utilized in the clinical setting.

**CHEMISTRY 100****Introduction to Chemistry (3)**

Introduces important concepts and reviews basics of chemistry, including fundamental theories of inorganic chemistry and forms of chemical calculations and reactions. Prepares students for Chemistry 101/102.

**CHEMISTRY 101****General Chemistry I (3)**

Examines theories of inorganic chemistry, such as atomic structure, nuclear processes, chemical bonding, kinetic molecular theory, energy and equilibria, gas laws, liquids and solids, oxidation and reduction, solutions, acids and bases, electrolytes and bioinorganic chemistry.

**Chemistry 101L****General Chemistry I Laboratory (1)**

Laboratory sessions to accompany Chemistry 101.

**CHEMISTRY 102****General Chemistry II (3)**

Continuation of Chemistry 101 with emphasis on organic compounds: halogenated hydrocarbons,

alcohols, phenols and ethers, aldehydes and ketones, organic acids and derivatives, amines and derivatives, compounds of sulfur and phosphorus, and polymers.

Prerequisite: Chemistry 101

### **Chemistry 102L**

General Chemistry II Laboratory (1)

Laboratory sessions to accompany Chemistry 102.

### **CHEMISTRY 103**

#### **Introduction to Organic Chemistry (3)**

Examines structure and reactions of organic compounds in relation to modern chemical theories.

Prerequisite: Chemistry 102

### **CHEMISTRY 110**

#### **General Chemistry (4)**

Examines areas of inorganic, organic and biological chemistry to reveal relationships among the three disciplines. Demonstrates chemistry's importance in normal biochemical function of the cell; normal functions of the body when the chemistry goes wrong; action of drugs on the body; and chemistry's role in alleviating disease and suffering.

### **CHEMISTRY 303**

#### **Biochemistry Laboratory (1)**

Illustrates major principles and techniques in biochemistry. Treats and analyzes topics such as spectroscopy, chemical properties of carbohydrates, titration of amino acids, paper chromatography of amino acids, protein electrophoresis and bivariate reaction, and identification of anaerobic bacteria on the basis of acid metabolites by gas-liquid chromatography.

### **CHEMISTRY 304/CHEMISTRY 504**

#### **Biochemistry Lecture (3)**

Examines structure and function of biological macromolecules -- polysaccharides, proteins and nucleic acids; lipids; enzymes and metabolism; bioenergetics; control mechanisms; hormones; body fluids; nutrition and biochemical pathology.

Prerequisites: Biology 111, Chemistry 102

### **CHEMISTRY 305**

#### **Advanced Biochemistry (3)**

An accelerated review of biochemical principles. Emphasizes the structure, function and metabolism of biomolecules and the relationship between biochemical processes and biological structure.

Prerequisites: Biology 111, Chemistry 102

### **COMMUNICATIONS 101**

#### **Interpersonal Communications (3)**

Presents theory and its application in the area of informal, interpersonal communication. Uses career-related workshop approach to study effective one-to-one and small group communication. Examines self-disclosure, risk, trust and other influences in human interaction.

### **COMMUNICATIONS 102**

#### **Effective Speech Communication (3)**

Examines oral communication principles, including verbal and nonverbal language, listening, group dynamics and public speaking

### **COMMUNICATIONS 103**

#### **Introduction to Photographic Communication (3)**

Presents fundamentals and capabilities of photography, including camera function, for-mats, film characteristics, equipment accessories, subject content, lighting, composition and visual treatment. Demonstrates that photography communicates as a medium of aesthetic expression as well as a working tool for AV and print media.

### **COMMUNICATIONS 201**

#### **Intercultural Communications (3)**

An experiential approach to developing intercultural awareness. Presents three aspects of intercultural communication: (1) knowledge of culture and cultural differences; (2) attitudes and feelings about those who are culturally different; and (3) skills or new behaviors to improve effective communication when living and/or working with people of other cultures. Uses videos, classroom guests and field trips to ethnic museums, restaurants and festivals, as well as in-class exercises, readings and discussions.

### **COMMUNICATIONS 301**

#### **Rhetoric and Debate (1-3)**

Teaches use of logic and rhetoric through exploration and discussion of current political and world issues.

### **COMPUTER STUDIES 100**

#### **Basic Computer Utilization (3)**

Computer laboratory-based class experience designed for individuals with little familiarity with the desktop computer. Presents basic components of the computer, input and output devices, word processing, file creation, modem and Internet access. Cannot be used to fulfill degree or certificate requirements.

### **COMPUTER STUDIES 101**

#### **Essentials of Computing (3)**

Computer laboratory-based class experience designed for individuals with basic knowledge of the microcomputer. Practice in word processing, spreadsheet applications, PowerPoint and Internet searching and utilization. Exercise-driven laboratory sessions enable participants to produce a portfolio demonstrating acceptable mastery of popular computer applications.

### **COMPUTER STUDIES 103**

#### **Computing Essentials (1)**

Accelerated version of Essentials of Computing. Computer laboratory-based class experience designed for individuals with basic knowledge of the computer. Practice in word processing, spreadsheet applications, PowerPoint and Internet searching and utilization. Includes use of handheld technologies.

### **COMPUTER STUDIES 201**

#### **Technology Applications for Healthcare (3)**

Computer laboratory-based class experience designed for individuals with substantial knowledge of the microcomputer. Case-based approach provides the opportunity to apply knowledge and skills to a wide variety of scenarios in health care delivery, management or analysis. Requires knowledge of common applications such as Microsoft Word, ACCESS, EXCEL, PowerPoint.

Prerequisite: Computer Studies 101 or equivalent

### **COMPUTER STUDIES 212**

#### **Data Base Management (3)**

Presents design and application of databases as information tools. Provides practice in generation of reports, forms and other concepts relating to the use of organized information. Emphasizes ACCESS and EXCEL as software examples in the creation of efficient databases.

Prerequisite: Computer Studies 101 or equivalent

## **COMPUTER STUDIES 380**

### **Introduction to Multi-Media Authoring (3)**

Introduces principles and practices for developing computer-based learning programs, including a variety of multi-media packages.

Prerequisite: Computer Studies 101 or equivalent

## **COMPUTER STUDIES 381**

### **Advanced Data Analysis (3)**

Examines and applies the essential analytical and technical skills needed to conduct data analysis using SYSTAT software, a statistics and interactive graphics program for research in medicine, psychology, and environmental and biological sciences. Assignments result in completion of a small research project using SPSS applications.

Prerequisites: Computer Studies 201, 212 or their equivalent, knowledge/study of statistics or permission of the instructor

## **ECONOMICS 201**

### **Principles of Macroeconomics (3)**

Examines the operation of the aggregate economic system. Compares capitalistic and socialistic economics and considers the role of government in each. Emphasizes U.S. economy and macroeconomic factors that determine employment, inflation, the gross national product and money supply. Compares Classical, Keynesian and post-Keynesian perspectives.

## **ECONOMICS 202**

### **Principles of Microeconomics (3)**

Examines economic behavior and problems of the individual consumer and the individual business firm. Includes theory of consumer behavior, production costs and price and output determination in pure competition, pure monopoly, monopolistic competition and oligopoly.

## **ECONOMICS 401/HEALTHCARE ADMINISTRATION 401**

### **Healthcare Policy and Economics (3)**

Applies economic analytical techniques to critical issues in health care and health policy (e.g., growth of healthcare expenditures, intended and unintended consequences of Medicare reform). Examines demand side considerations for health and medical care as well as for health insurance. Explores supply side considerations such as managed care and markets for healthcare professionals and hospital services. Identifies socio-cultural factors, demographic changes, legal and governmental regulations, technological advances and their impact on the economics of healthcare delivery.

Prerequisites: Healthcare Administration 300, Economics 202

## **EDUCATION 111**

### **Parenting Education for Emotional Growth I (3)**

Examines physical, social, emotional, cognitive and psychological development in children from infancy through six years of age. Emphasizes emotional/psychological growth from a psychodynamic perspective. Analyzes techniques and strategies for optimizing childhood development through effective parenting.

## **EDUCATION 112**

### **Parenting Education for Emotional Growth II (3)**

Continuation of Education 111 with focus on children after age six.

## **EDUCATION 301**

### **Methods of Teaching (3)**

Discusses factors and conditions relevant to effective teaching and learning with special

consideration given to the adult learner. Provides practice in the techniques of individual and group teaching, lesson planning and presentation, classroom management, use of teaching aids and evaluation procedures.

### **EDUCATION 307**

#### **Concepts and Techniques in Assessment (3)**

Presents concepts of evaluation/assessment and principles of statistical procedure used in determining successful evaluations. Examines and constructs selected evaluation instruments tailored to specific course objectives. Develops an evaluation philosophy and model for evaluating multiple levels of performance in both didactic and clinical instruction.

### **EDUCATION 401**

#### **Technology and Instruction (3)**

Examines theoretical and practical approaches to integration of technological advances in educational course delivery. Investigates impact of technology on curricular development, including electronic and virtual classroom formats.

### **EDUCATION 409**

#### **Curriculum Design and Evaluation (3)**

Examines principles and practices for developing and evaluating curricula from the programmatic to the course level. Matches curricular requirements to expected end-product learner outcomes. Presents techniques for assuring completeness. Examines essential processes such as syllabus construction and competency-based decision making.

### **EMERGENCY MEDICAL SERVICES 101**

#### **Emergency Medical Technician – Basic (EMT-B) (3)**

Prepares students to handle emergencies using basic-life support equipment in accordance with objectives of the US Department of Transportation National Standard Curriculum. Prepares students for the Pennsylvania Department of Health Emergency Medical Technician-Basic (EMT-B) examination process. Includes American Heart Association (AHA) Basic Cardiac Life Support (BCLS).

### **EMERGENCY MEDICAL SERVICES 103**

#### **Introduction to EMS Systems (1)**

Overview of the EMS system and the roles and responsibilities of the paramedic. Introduces well-being, injury prevention, legal aspects of emergency care and ethics as applied to the EMS profession.

### **EMERGENCY MEDICAL SERVICES 106**

#### **Pharmacology for Medication Administration (4)**

Examines basic concepts in pharmacology, drug laws and terminology. Reviews basic drug math and appropriate techniques of administration. Teaches intravenous line initiation and management and urinary catheter insertion. Reviews drugs common to pre-hospital emergency medicine and American Heart Association's Advanced Cardiac Life Support (ACLS).

### **EMERGENCY MEDICAL SERVICES 107**

#### **Airway Management (2)**

Presents basic and advanced airway management techniques, including oral and nasal intubation, various percutaneous and surgical management options, breath sound interpretation, and naso-gastric tube insertion.

### **EMERGENCY MEDICAL SERVICES 110**

#### **Clinical Rotation I (1)**

Stresses IV access, phlebotomy, vital signs, breath sounds, airway management, EKG acquisition and endotracheal intubation/laryngeal mask intubation. Students rotate through emergency, anesthesia and other sites.

Prerequisites: Emergency Medical Services 106 and 107.

### **EMERGENCY MEDICAL SERVICES 111**

#### **Patient Assessment and Communications (3)**

Presents patient history-taking, detailed patient assessment and physical examination techniques. Introduces and stresses critical decision-making techniques that enable students to formulate a field impression. Includes instruction and practice in communication with patients and other healthcare providers, including radio control.

### **EMERGENCY MEDICAL SERVICES 113**

#### **Trauma (4)**

Investigates trauma care and rapid assessment, including kinematics, head, spine, thoracic, abdominal, extremity and soft tissue trauma assessments and management. Introduces assessment and acute management of burns, trauma in pregnancy, pediatrics, geriatrics and traumatic cardiac arrest. Skill splinting, airway and cardiac arrest management as applied to trauma patients.

Prerequisites: Emergency Medical Services 103, 111.

### **EMERGENCY MEDICAL SERVICES 120**

#### **Clinical Rotation II (3)**

Stresses emergency department patient assessment and trauma assessments (neuro and burn). Students rotate through emergency, surgery and specialty areas.

Prerequisites: Emergency Medical Services 113.

### **EMERGENCY MEDICAL SERVICES 203**

#### **Cardiac Pathophysiology and Interpretation (5)**

Examines anatomy and physiology of the cardiovascular system with emphasis on cardiovascular disease, including acute myocardial infarction (AMI), stroke, atherosclerotic heart disease, aortic aneurysms and peripheral vascular disease. Emphasizes electrical conduction and rhythm interpretation. Presents treatment modalities for cardiac emergencies following American Heart Association guidelines. Skill laboratories include electrical therapy (defibrillation, cardioversion and transcutaneous pacing), clinical interpretation of 3- and 12-lead EKGs, basic hemodynamics and balloon pumps, external jugular and central IV access phlebotomy.

Prerequisites: Emergency Medical Services 103, 111.

### **EMERGENCY MEDICAL SERVICES 204**

#### **Medical Emergencies (4)**

Presents infectious disease, pulmonary diseases, allergies and anaphylaxis and respiratory, neurological, endocrinological, gastroenterological, urologic, hematological, toxicologic and environmental emergencies. Laboratory Skill sessions include sterile technique and isolation procedures, blood glucose determination and related scenarios.

Prerequisites: Emergency Medical Services 103, 111.

### **EMERGENCY MEDICAL SERVICES 210**

#### **Clinical Rotation III (3)**

Continues emergency department patient assessments, stressing cardiac and pulmonary assessments and treatments. Continues rotations through emergency and critical care areas.

Prerequisites: Emergency Medical Services 203, 204

### **EMERGENCY MEDICAL SERVICES 215**

#### **Patient Management Across the Lifespan (4)**

Addresses obstetrics, gynecological emergencies, general pediatrics, geriatrics and life span development, including entire curriculum of Pediatric Education for Prehospital Providers (PEPP) and behavioral emergencies, including abuse, assault and personal safety. Presents acute interventions for chronic care and challenged patients, including acid/base balance and basic ventilator, continuous positive

airway pressure (CPAP and BiPAP) theory management, gastrointestinal and genitor-urinary (GI/GU) devices such as feeding tubes, percutaneous esophageal gastrostomy (PEG) tubes and jejunal feeding tubes (J tubes), and vascular access devices such as PICC lines and mediports. Skill management, pediatric assessment, mental health assessment, restraint techniques, personal safety, firearm recognition and safety and violence de-escalation techniques.

Prerequisites: Emergency Medical Services 103, 111

### **EMERGENCY MEDICAL SERVICE 217**

#### **Assessment Based Management (1)**

Addresses patient management based on comprehensive assessment findings. Utilizes scenarios from trauma and medical emergencies as applied across the life-span and patient types.

Prerequisites: Emergency Medical Services 106, 107, 111, 113, 203, 204,217

### **EMERGENCY MEDICAL SERVICES 219**

#### **Ambulance and Field Operations (2)**

Presents ambulance operations and procedures and appropriate responses to scenarios involving mass casualties, hazardous materials and crime scenes.

### **EMERGENCY MEDICAL SERVICES 220**

#### **Clinical Rotation IV (2)**

Focuses on obstetric, psychiatric disorder and pediatric patient assessments and treatments.

Prerequisite: Emergency Medical Services 215

### **EMERGENCY MEDICAL SERVICES 251**

#### **Pre-hospital Field Experience (3)**

Field internship immerses students in the real world of pre-hospital emergency care. Students serve as crewmembers and as team leaders on pre-hospital ALS (Advanced Life Support) units. Includes advising sessions and monitoring and preparation for National Registry examinations.

Prerequisite: Successful completion of all EMS course work and clinical rotations

### **ENGLISH 100**

#### **Fundamentals of Writing (3)**

Addresses the most common writing problems. Develops skills in grammar and usage, clarity, effective wording, sentences and paragraphs, punctuation and mechanics. Focuses on practical writing situations like essays, essay exams, research papers and business correspondence. Prepares students for English 101. Cannot be used to fulfill degree or certificate requirements.

### **ENGLISH 101**

#### **Composition I (3)**

Develops basic writing skills, including a review of grammar. Includes frequent writing assignments.

### **ENGLISH 102**

#### **Composition II (3)**

Continuation of English 101. Applies principles of effective written communication. Introduces the methodology of the research paper including principles of the APA style manual and its applications.

Prerequisite: English 101

### **ENGLISH 103**

#### **Business and Technical Writing (3)**

Applies skills of written communication to specific forms that professional and technical personnel are called upon to write reports, abstracts, processes, proposals and correspondence.

## **ENGLISH 221**

### **Understanding Literature (3)**

Examines three prominent forms of literary expression — fiction, poetry and drama — with attention to literary devices and cultural context of selected works of world literature from the classics to the modern era. Provides experience in discussion, written analysis and interpretation of literature. Builds on critical writing skills learned in college composition. Assumes basic mastery of fundamentals of writing, including rhetoric, grammar and basic mechanics.

Prerequisite: English 102

## **ENGLISH 315**

### **Understanding Poetry (1-3)**

Studies poetry from many cultures and historic eras, including strategies for analysis and appreciation.

## **ENGLISH 362**

### **Death and Dying in Literature (3)**

Provides a humanistic approach to the subject of death and dying. Discusses noted works of world literature (short stories, poems and novels) to develop a more life-enhancing, value-oriented perspective on this topic. Promotes the general goal of literature as well as the specific goals of medicine.

## **ENGLISH AS A SECOND LANGUAGE 101**

### **Introductory Oral Skills A (Listening and Speaking) (4)**

Introductory course for students whose first language is not English. Aims to develop all four language skills – listening, speaking, reading and writing, with emphasis on listening comprehension and speaking.

Prerequisite: ESL placement test

## **ENGLISH AS A SECOND LANGUAGE 102**

### **Introductory Written Skills A (Reading and Writing) (4)**

Aims to develop all four language skills – listening, speaking, reading, and writing, with emphasis on reading and writing.

Prerequisite: ESL placement test and/or English as a Second language 101

## **ENGLISH AS A SECOND LANGUAGE 201**

### **Introductory Oral Skills B (Listening and Speaking) (4)**

Aims to develop all four language skills – listening, speaking, reading, and writing, with emphasis on listening comprehension and speaking.

Prerequisite: ESL placement test and/or English as a Second Language 101

## **ENGLISH AS A SECOND LANGUAGE 202**

### **Introductory Written Skills B (Reading and Writing) (4)**

Aims to develop all four language skills – listening, speaking, reading, and writing, with emphasis on reading and writing.

Prerequisite: ESL placement test and/or English as a Second Language 102 or 201

## **ENGLISH AS A SECOND LANGUAGE 301**

### **Intermediate Oral Skills (Listening and Speaking) (4)**

Develops and strengthens fluency and accuracy when speaking and understanding spoken English. Students are exposed to authentic English discourse and academic lecture material so as to develop both conversational and academic oral skills; refines critical thinking skills such as synthesizing information and reacting to different viewpoints.

Prerequisite: ESL placement test and/or English As A Second Language 101 or 201

## **ENGLISH AS A SECOND LANGUAGE 302**

### **Intermediate Written Skills (Reading and Writing) (4)**

Instructs students in the basic elements of academic reading and writing. Includes reading strategies for academic texts, colloquial materials and culturally-based selections to help students read with increased comprehension and speed, vocabulary expansion and development of critical thinking skills. Reviews grammar, sentence structure and punctuation used in academic writing skills.

Prerequisite: ESL placement test or English As A Second Language 102 or 202

## **ENGLISH AS A SECOND LANGUAGE 401**

### **Advanced Oral Skills (Listening and Speaking) (4)**

Assists students in developing the listening and speaking proficiency required in advanced academic settings. Students are taught methods of question and response and will learn how to effectively manage particularly problematic areas such as interpretation of social and cultural norms, non-verbal language, and question and answer sessions following oral presentations.

Prerequisite: ESL placement test or English as a Second Language 301

## **ENGLISH AS A SECOND LANGUAGE 402**

### **Advanced Written Skills (Reading and Writing) (4)**

Offers students the opportunity to practice a variety of advanced writing tasks, including abstracts, reviews, critical analysis and synthesis, and research.

Prerequisite: ESL placement test or English as a Second Language 302

## **FINANCE 101**

### **Principles of Finance (3)**

Examines principles of financial management in five major areas: (1) financial analysis and planning (ratio analysis, cash budgeting, pro-forma financial statements, and operating and financial leverage); (2) working capital management (the financing decision, sources of short-term financing and controlling assets including cash, receivables, and inventory); (3) capital budgeting (time value of money, annuities, determining investment yields, valuation of securities, rates of return, cost of capital, risk and methods of evaluating capital expenditure alternatives); (4) long-term financing (structure of capital markets, public and private placements, debt and lease financing, common and preferred stock as financing methods); (5) review of mergers and acquisitions; international-financial management concepts.

Prerequisites: Accounting 101, Economics 201

## **FRENCH 101**

### **Elementary French I (3)**

Introduces grammar, syntax, phonetics and practical vocabulary of French. Provides opportunities for students to develop their understanding and speaking of French.

## **FRENCH 102**

### **Elementary French II (3)**

Continues practice in understanding, speaking and reading French. Stresses phonetics, vocabulary, idioms and useful sentence structure.

Prerequisite: French 101

## **GENERAL STUDIES 110**

### **Basic Study Skills (1) (Pass/Fail)**

Discusses memory improvement and planning for successful use of study time. Covers study skill areas such as comprehension of non-fiction materials, the application of the Cornell note-taking system, the use of signal words to illustrate important points and the SQ3R approach to analyzing texts and articles. Includes extensive instruction in test-taking skills and dealing with test anxiety. Cannot be used to fulfill degree or certificate requirements.

## **GENERAL STUDIES 120**

### **Comprehensive Medical Terminology (4)**

Introduces a comprehensive medical vocabulary arranged according to body systems. Presents medical terms for organs, diseases, symptoms, diagnostic procedures, treatments and surgical procedures. Introduces a method for defining medical terms by dividing them into roots, prefixes and suffixes. Includes practice in building medical terms.

## **GENERAL STUDIES 233**

### **Career Management for Adults in Transition (3)**

Provides working adults with the skills needed to make informed career decisions that address present and future job realities. Discusses a career development process model that enables individuals to make career choices based on assessment of their interests, skills and values coupled with up-to-date occupational and industry information and resources. Displays typical reactions to significant change and transition, and shows how these reactions can be managed effectively.

## **GENERAL STUDIES 499**

### **Independent Study (1 to 3)**

The student, under faculty supervision, designs and studies an area or topic not included in the formal curriculum. Emphasizes individual study and research. Requires the student to obtain faculty sponsorship.

Prerequisite: Completion of 15 semester credits at Jefferson with a minimum grade point average of 3.00 and approval of Department Chair

## **HEALTH 101**

### **Personal Health and Wellness (3)**

Provides an overview of wellness concepts and theories from interdisciplinary perspectives. Develops skills, attitudes, beliefs and habits by providing learning experiences that will assist in the achievement of an optimal level of wellness through self-responsibility. Students plan and implement wellness activities for individuals and family units.

## **HEALTH 302**

### **Mindfulness Based Stress Reduction for Personal and Professional Wellness (3-4)**

Examines stress physiology, the influence of stress on disease processes, and the substantial evidence-based research that documents health benefits of MBSR and other mindfulness-based interventions. Includes the practice of formal mindfulness techniques in weekly sessions and an optional one-day (one credit) mindfulness retreat. Promotes personal and professional wellness and creates a foundation for further exploration of mindfulness-based interventions for those interested in integrating mindfulness into their professional practice.

## **HEALTHCARE ADMINISTRATION 300**

### **Health Services Delivery and Organization (3)**

Examines the structure, process and outcome of healthcare delivery in the U.S., both historically and in the present, with special emphasis on current systems of managed care and integration. Discusses organizational patterns, facilities, reimbursement and man-power in the context of social, political, ethical and economic forces driving the system. Compares the U.S. system to other systems.

## **HEALTHCARE ADMINISTRATION 301**

### **Current Issues in Healthcare Delivery (3)**

Reviews and examines critical health issues currently affecting the delivery of health care in the United States and selected countries. Focuses on alternative means of financing and delivering these health services as well as on new developments in the field.

## **HEALTHCARE ADMINISTRATION 302**

### **Healthcare Classification Systems (3)**

Provides an overview of the classification systems used for reimbursement with emphasis on physician practices and the billing process. Covers basic coding of diseases and procedures based on the principles of ICD-9-CM and procedural coding based on CPT-4. Enables people without hands-on experience in healthcare coding and billing to gain a working knowledge of the fundamentals of healthcare reimbursement.

Prerequisite: General Studies 120

## **HEALTHCARE ADMINISTRATION 303**

### **Business and Healthcare Law (3)**

Identifies and examines relevant substantive areas of business law and health law that impact the operations of healthcare facilities, academic medical centers, and related businesses. Provides thorough understanding of the legal implications of running a healthcare business, including basic principles of business law such as torts and contracts, risk management and medical malpractice, ethical issues and regulatory compliance.

Prerequisite: Healthcare Administration 300

## **HEALTHCARE ADMINISTRATION 320**

### **Medical and Specialty CPT-4 Coding (3)**

Provides an overview of the Current Procedural Terminology (CPT-4) procedural coding system. Presents application of coding principles, clinical topics and case studies related to evaluation and management, laboratory, pathology, radiology and medical services. Includes clinical documentation, reimbursement and compliance issues related to physician-based billing. Also addresses use of HCFA Common Procedural Coding System (HCPCS).

Prerequisites: General Studies 120; Biology 111

## **HEALTHCARE ADMINISTRATION 321**

### **Introduction to ICD-9-CM Coding Principles (3)**

Introduces diagnostic and procedural coding principles and uses of The International Classification of Disease, 9th Revision, Clinical Modification, in the hospital-based inpatient and physician-based ambulatory settings.

Prerequisites: General Studies 120, Biology 111

## **HEALTHCARE ADMINISTRATION 350**

### **Principles of Public Health and Epidemiology (3)**

Examines disease prevention and infection control undertaken by federal, state and local governments. Delineates roles and responsibilities of public health officers and public health departments, governmental standards, oversight of contagious disease, air and water safety, emergency situations, and health education and behaviors. Considers the limits and strengths of epidemiology in containing and limiting high-risk substances and disease. Cites models of collaboration between public and private sectors to effect positive change toward healthier communities. Discusses role of public health services in light of bioterrorism.

Prerequisite: Healthcare Administration 300

## **HEALTHCARE ADMINISTRATION 351**

### **Strategic Planning and Marketing for Health Services Organizations (3)**

Introduces essential principles and aspects of marketing as applied to the healthcare business marketplace. Presents provider and non-provider activities, marketing strategies and tools. Uses examples from profit and nonprofit health businesses to describe key marketing concepts. Analyzes Internet marketing strategies, including use as a distribution channel and communications forum; business-to-business Internet marketing; shopping on the Internet and on-line selling.

Prerequisite: Management 304 or permission of the Instructor/Chair

## **HEALTHCARE ADMINISTRATION/ECONOMICS 401**

### **Healthcare Policy and Economics (3)**

Applies economic analytical techniques to critical issues in health care and health policy (e.g., growth of healthcare expenditures, intended and unintended consequences of Medicare reform). Examines demand side considerations for health and medical care as well as for health insurance. Explores supply side considerations such as managed care and markets for healthcare professionals and hospital services. Identifies socio-cultural factors, demographic changes, legal and governmental regulations, technological advances and their impact on the economics of healthcare delivery. Provides a framework for a rational assessment of healthcare policy.

Prerequisites: Healthcare Administration 300, Economics 202

## **HEALTHCARE ADMINISTRATION 410**

### **Medical Practice Management (3)**

Presents major components of medical practice management administration, including staffing patterns, selecting and updating practice management systems, information reporting, accounts receivable, contract negotiations, quality assurance, identifying and complying with regulatory requirements, space planning and management, fee schedules, reimbursement monitoring and other organizational issues.

Prerequisite: Healthcare Administration 302

## **HEALTHCARE ADMINISTRATION 412**

### **Quality Measurement and Outcomes Analysis in Health Care (3)**

Examines various quality measures essential to safe, timely and thorough delivery of health care. Considers models for quality measurement in various settings and applies these models to case examples. Enables students to apply quality measurement and outcomes analysis to the healthcare workplace.

Prerequisites: Management 304, Mathematics 301

## **HEALTHCARE ADMINISTRATION 420**

### **Procedural and Anesthesia CPT-4 Coding (4)**

Addresses coding principles, clinical topics and case studies related to surgical subspecialties and anesthesia services.

Prerequisites: Biology 402, Healthcare Administration 320, 321

## **HEALTHCARE ADMINISTRATION 421**

### **Application of ICD-9-CM Coding Principles (4)**

Applies ICD-9-CM coding principles for diagnostic and procedural coding for hospital-based inpatient case problems. Case studies address the most common inpatient services provided by acute care hospitals. Addresses DRG reimbursement methodology and the UB-92.

Prerequisites: Biology 402; Healthcare Administration 320, 321

## **HEALTHCARE ADMINISTRATION 470**

### **Internship (1)**

Medical coding internship in hospital-based and/or physician-based setting.

## **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 310**

### **Management Information Systems in Health Care (3)**

Examines elements within a management information systems design for health services institutions and organizations. Examines elements of analysis, design, implementation and control through cases, system analysis procedures and effective evaluation modalities.

Prerequisites: Healthcare Administration 300, Computer Studies 201

## **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 311**

### **Informatics Resources and Technology for Health Services (3)**

Examines resources available in on-line databases, public and private web-based offerings, methods for integration of existing resources, evaluation criteria for determining appropriateness of self-

development of technological resources and contracting or purchasing.  
Prerequisite: Healthcare Management Information Systems 310

### **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 401**

#### **Network Management (3)**

Presents principles and practices of developing, implementing and maintaining local area networks (LAN), wide-area networks (WAN), and intranets. Includes system requirement analysis, architectural principles, acquisition processes, installation and maintenance.

Prerequisite: Healthcare Management Information Systems 310

### **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 402**

#### **Systems Design (3)**

Analyzes, designs, implements and evaluates information systems in medium-sized and large organizations, including personal and technological interaction, determination of inputs and outputs as required by end users, hardware match and comprehensive systems integration.

Prerequisite: Healthcare Management Information Systems 310

### **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 410**

#### **Information and the Health Services Organization: Advanced Seminar in Health Services Information Systems (3)**

Capstone seminar for BS-HSMIS taken concurrently with the internship (HMIS 411). Integrates theory and practice of healthcare management information systems, including maximization of resources, integration elements, determination of need, systems assessment, team integration and personnel selection in comprehensive HIS oversight. Reviews practical management principles applied to technological and informatics resources. Students prepare research projects relevant to their internship.

Prerequisite: Completion of all major course requirements for the BS-HSMIS

### **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 411**

#### **Internship (3)**

Supervised fieldwork in an approved healthcare facility/organization under the direction of an approved preceptor in that facility/organization. Serves as a practicum in which students carry out responsibilities related to health services information systems management.

Prerequisite: Completion of all major course requirements for the BS-HSMIS. Taken concurrently with Research seminar IDSC 302.

### **HEALTHCARE MANAGEMENT INFORMATION SYSTEMS 420**

#### **Informatics Analysis and Utilization in Health Service Organizations (3)**

Examines the role of data and information, its collection, storage, assembly, display and presentation in healthcare settings. Emphasizes managerial, strategic and process-focused applications and needs, including the translation of data and information into intelligence for use as a decision making resource in the processes and management of the healthcare delivery system.

### **HISTORY 101**

#### **World Civilization to 1500 (3)**

Surveys origins and diffusion of civilization from antiquity to the late fifteenth century. Emphasizes environmental and cross-cultural influences on the development of the major civilizations of Eurasia, Africa and the Americas. Develops critical thinking and communication skills by analyzing, evaluating and summarizing historical data.

### **HISTORY 102**

#### **World Civilization Since 1500 (3)**

Surveys interactions among the major centers of civilization from the European voyages of discovery through the late 20th century. Emphasizes technological, economic and demographic influences on the emergence of a global community. Develops critical thinking and communication skills by

analyzing, evaluating, and summarizing historical data.  
Prerequisite: History 101

### **HISTORY 111**

#### **United States History to 1865 (3)**

Surveys U.S. political and economic development from colonial times to the end of the Civil War. Emphasizes emergence and consolidation of the American union and the evolution of national institutions.

### **HISTORY 112**

#### **United States History Since 1865 (3)**

Surveys the political and economic development of the United States from end of the Civil War to the present. Emphasizes impact of industrialization and urbanization on national policy and institutions. Discusses emergence of the United States as a major world power in the 20th century. Develops and enhances critical thinking and communication skills by analyzing, evaluating and summarizing historical data.

Prerequisite: History 111

### **HUMANITIES 111**

#### **Philadelphia and the Arts (3)**

Studies the humanities through the museums, theaters, architecture and art of Philadelphia. Supplements lectures and class discussions with visits to artistic sites.

### **HUMANITIES 301**

#### **Problems of Pain and Suffering (3)**

Examines the problem of human pain and suffering from a multidisciplinary perspective. Analyzes the roles of literature, religion, philosophy and sociology in the pain/suffering experience. Provides a basic understanding of pain, clinically emphasizing pain management modalities.

### **HUMANITIES 311**

#### **Human Values (2-3)**

Examines human values such as truth, beauty, love, power and wealth. Western, non-western and indigenous texts are drawn from historical and contemporary sources in philosophy, literature and the mass media.

### **HUMANITIES 315**

#### **Methods of Effective Thinking (3)**

Provides a conceptual framework and practical “tools” for understanding complex human systems, e.g., families, work teams, organizations, and larger societal institutions. Designed to hone skills and provide practice in critical and systemic thinking.

### **IDSC 302**

#### **Understanding Research Principles and the Scientific Method (3)**

Introduces research methodologies applicable to health care and the health professions. Emphasizes research methodologies (from qualitative and descriptive to quasi-experimental and experimental), the application of research approaches to health professions-based research questions, and the analysis of reported research. Prepares and requires students to conduct literature searches relevant to the department or researchable questions and appropriate research designs and to become critical consumers.

### **IDSC 303**

#### **Advanced Research Project Analysis**

Real time research on a topic selected during ID 302 or determined in consultation with the instructor. Participants refine a comprehensive proposal, conduct a pilot study to form a research hypothesis and present findings in a final seminar session.

Prerequisite: IDSC 302 or equivalent

### **IDSC 402**

#### **Interdisciplinary Clinical Care Planning (1 or 3)**

Prepares students for active roles in interdisciplinary healthcare planning. Emphasizes principles of group dynamics and familiarization with the roles and functions of the health professions. Enables teams of students to develop interdisciplinary planning skills and to develop comprehensive healthcare plans for simulated patient situations.

### **ITALIAN 101**

#### **Elementary Italian I (3)**

Introduces the grammar, syntax, phonetics and practical vocabulary. Emphasizes listening comprehension, speaking, reading and writing. Provides opportunities to develop understanding and speaking of Italian through videos, tapes and written materials that focus on Italian culture. Adapted specifically for the adult learner.

### **ITALIAN 102**

#### **Elementary Italian II (3)**

Continued presentation of grammar, syntax, phonetics and vocabulary at the elementary level. Emphasizes listening, comprehension, speaking, reading and writing. Utilizes videos, tapes and written materials that focus on Italian culture. Specifically, for the adult learner.

Prerequisite: Italian 101

### **ITALIAN 103**

#### **Intermediate Italian (3)**

Continuation and enhancement of grammar, syntax and vocabulary introduced in Elementary Italian I and II.

Prerequisite: Italian 102 or equivalent

### **ITALIAN 104**

#### **Intermediate Italian (4)**

Continuation and enhancement of grammar, syntax and vocabulary introduced in Italian 103.

Prerequisite: Italian 103 or equivalent

### **MANAGEMENT 101**

#### **Principles of Management and Organizational Behavior (3)**

Examines organizational behavior as an academic discipline and develops skills necessary for successful practice of management. Examines the effect individuals, groups and organizational structure have on behavior within an organization. Applies the knowledge gained to make organizations operate more efficiently. Ultimate functional applications include improving productivity and the creation of an environment that fosters a high quality of work life and concomitant job satisfaction.

### **MANAGEMENT 102**

#### **Human Resources Management (3)**

Discusses principles, policies and practices of rational systems for management of human resources in organizations. Covers human resource planning, fair employment practice, staffing organizations, career development, performance appraisal, training and development, compensation and employee benefits and services. Uses case analysis, films and student reports to promote application of the material.

Prerequisite: Management 101

## **MANAGEMENT 201**

### **Principles of Marketing (3)**

Provides an overview of marketing concepts and principles applicable to businesses and organizations. Covers marketing environment and buyer behavior, market segmentation and targeting, product development, pricing, promotion and distribution for target markets.

## **MANAGEMENT 304**

### **Management and Organizational Theory in Health Services Organizations (3)**

Explores the structure and function of healthcare delivery organizations with respect to challenges presented by contemporary socio-cultural considerations, demographic changes, government and legal regulations and technological advances. Analyzes the effect of these environmental factors on traditional roles, communication patterns, financial strategies and organizational structure. Identifies methods to assess the organization's ability to provide and monitor quality healthcare services and to meet the requirements set by both internal and external bodies.

Prerequisites: Management 101, Healthcare Administration 300

## **MANAGEMENT 306**

### **Legal Aspects of Human Resources Management (3)**

Examines components of human resources management and the impact of pertinent legislation. Examines history, intent and application of laws and regulations governing the employer/employee relationship. Utilizes case studies and class discussion.

Prerequisites: Management 102, 304

## **MANAGEMENT 307**

### **Motivation and Reward Systems (3)**

Investigates through lecture, discussion and presentations, theories of motivation and behavior, methods of compensation to reward behavior and external and internal influences that impact the delivery of these rewards.

Prerequisites: Management 102, 304

## **MANAGEMENT 321**

### **Introduction to Operations Management (3)**

Introduces a quantitative approach to problems associated with management of modern organizations, including forecasting, inventory control, scheduling, productivity measurement and quality control.

## **MANAGEMENT 407**

### **Financial Management of Health Services Organizations (3)**

Combines selected topics of accounting and finance to understand the process of quantifying, analyzing and managing financial resources in the unique environment of health-care. Introduces quantitative techniques used to appropriately allocate financial resources, accounting information used in such techniques, as well as strategies for financial management based upon these analyses. Emphasizes the role of managed care in the financial decision making process. Considers the hospital, the largest institutional component of the industry; extends application beyond the hospital setting through discussions, readings and case materials.

Prerequisites: Accounting 102, Economics 202, Finance 101, Management 304, Mathematics 301 or equivalent

## **MANAGEMENT 408**

### **Program Planning and Evaluation in Health Services Organizations (3)**

Presents the foundations of health planning, its historical evolution, current planning issues and evaluation techniques, and the dynamic relationship between the free market system and government regulation. Reviews the methodology of planning effectively for healthcare services. Incorporates use of data systems for forecasting and identifying problems as well as the process of strategic planning, setting

priorities, developing projects and allocating resources.  
Prerequisites: Healthcare Administration 300, Management 304, 407

#### **MANAGEMENT 410**

##### **Leadership and Strategy: Advanced Seminar in Health Services Management (3)**

Capstone seminar for BS-HMS taken concurrently with Management 411 Internship. Integrates theory and practice of health services management. Students prepare research papers in areas of health services management relevant to their field experience (internship).

Prerequisite: Completion of all major course requirements for the BS-HSM degree

#### **MANAGEMENT 411**

##### **Internship (3)**

Supervised fieldwork in an approved healthcare facility/organization under the direction of an approved preceptor in that facility/organization. An exercise in applied healthcare management, students carry out responsibilities related to health services management.

Prerequisite: Completion of all major course requirements for the BS-HSM degree. Taken concurrently with the Research seminar IDSC 302.

#### **MATHEMATICS 100**

##### **Introduction to College Algebra (3)**

Provides ample drill and practice to prepare students for college algebra. Includes operations with real numbers, solutions of linear and quadratic equations, graphs of linear equations and problem-solving skills. Employs a scientific calculator both as a tool in concept development and an aid in computation. Portrays algebra as a logical extension of arithmetic. Cannot be used to fulfill degree or certificate requirements.

#### **MATHEMATICS 101**

##### **College Algebra (3)**

Presents operations with real and complex numbers, graphing first- and second-degree equations, solutions of equations (linear, quadratic and logarithmic). Portrays algebra as a logical extension of arithmetical processes and as a powerful tool for analyzing relationships in the natural and social sciences.  
Prerequisite: Mathematics 100 or equivalent

#### **MATHEMATICS 102**

##### **Precalculus (3)**

Includes a review of algebra with an emphasis on techniques necessary for calculus, solutions of inequalities and equations (linear, quadratic, exponential, logarithmic and trigonometric), techniques for graphing functions (polynomial, exponential, and trigonometric) as well as the conic sections (analytic geometry), vectors and polar equations in preparation for a calculus course.

Prerequisite: Mathematics 101 or equivalent

#### **MATHEMATICS 103**

##### **Calculus (3)**

Includes limits, differentiation and integration of a single variable in order to analyze polynomial, rational, exponential and logarithmic functions. Portrays calculus as a logical extension of algebraic processes and a powerful tool for modeling relationships in managerial, life and social sciences.

Prerequisite: Mathematics 101 or equivalent

#### **MATHEMATICS 301**

##### **Statistics (3)**

Surveys basic techniques and principles of statistical analysis, both descriptive and analytical. Descriptive statistics includes univariate measures of central tendency and dispersion, bi-variate cross-tabulation and correlation and regression analysis. Inferential statistics includes point and parameter

estimation and hypothesis testing techniques. Emphasizes health-related examples and incorporates the latest software technology in the health field.

Prerequisite: Mathematics 101 or higher; Mathematics 102 recommended

### **MATHEMATICS 311**

#### **Econometrics (3)**

Presents techniques that allow quantitative measurement and analysis of economic phenomena and prediction of future economic trends in various areas including health care. Employs current PC software for linear regression analysis and combines skills from economics, mathematical functions, and elementary statistics.

Prerequisite: Mathematics 101, 301 or equivalent. Helpful but not required are Economics 201 and/or 202

### **MUSIC 101**

#### **Music Appreciation (3)**

Explores fundamental concepts of music appreciation and listening and develops specific listening techniques. Examines various masterworks and composers from earliest times to the present, placing them in the context of their times and assessing their impact on society, then and in the future. Requires outside attendance at two musical events.

### **NUTRITION 301**

#### **Current Concepts in Nutrition (3)**

Explores the relationships of essential nutrients and dietary substances to health maintenance and disease prevention. Discusses factors that influence food choices. Analyzes dietary intake and eating habits. Emphasizes personal nutrition education and how to evaluate nutrition information found in the media and consumer market place.

### **PHILOSOPHY 101**

#### **Introduction to Philosophy (3)**

Introduces problems and methods of philosophic thought, including the influence of philosophy in everyday life. Examines the thinking of great philosophers on the nature of reality, human freedom, foundations of knowledge, standards of values and the existence of God.

### **PHILOSOPHY 201**

#### **Philosophy of the Human Person (3)**

Encourages students to understand and formulate a unified theory of the human person through discussion of selected works of various thinkers from classical antiquity to the present day. Presents various approaches to the study of the human person and the mystery of the human person. Compares and contrasts Eastern and Western views of the human person.

### **PHILOSOPHY 301**

#### **Healthcare Ethics (3)**

Examines moral questions arising from advances in technology, life sciences, medicine, nursing and other health professions. Defines moral theories, principles, virtues, rights and obligations relevant to bioethical concerns such as informed consent, human experimentation, allocation of medical resources, truth-telling and death. Analyzes case studies and current news reports for bioethical issues.

Prerequisite: Healthcare Administration 300

### **PHILOSOPHY 401**

#### **Decision Making in Health Care (3)**

Provides methods for identifying problems, possible solutions and justification of conclusions by the use of elementary logic and linguistic analysis as applied to actual problems occurring in the health professional's daily work.

## **PHYSICS 301**

### **Introduction to Physics (3)**

Presents fundamental principles of physics. Includes relevant topics in basic mathematics, mechanics, electricity, magnetism, electromagnetism and modern physics. Lecture.

## **POLITICAL SCIENCE 101**

### **Government of the United States (3)**

Examines principles of democracy and presents background, description and analysis of the national government of the United States.

## **PSYCHOLOGY 101**

### **Introduction to Psychology (3)**

Introduces basic principles and major theoretical approaches used in the scientific study of human behavior. Emphasizes understanding and application of theories as they relate to individuals and the human environment. Presents attitudes and methods employed by the psychologist in understanding normal and abnormal behavior.

## **PSYCHOLOGY 102**

### **Developmental Psychology (3)**

Explores patterns of human development throughout the life span. Discusses concepts important to maturation and learning. Covers attachment, childhood aggression, parenting styles, effects of the peer group, blended families, the development of self-esteem, social influences on identity, love and marriage, issues of mid-life, adjustment to late adult-hood, death and dying. Includes recent social trends and their impact on human development.

Prerequisite: Psychology 101

## **PSYCHOLOGY 301**

### **Educational Psychology (3)**

Introduces psychology bases of instructional systems. Examines development and learning of children, adolescents and adults; teacher behavior and other applications of psychology to education. Covers construction, validation and use of classroom measurement and diagnostic procedures.

Prerequisite: Psychology 101

## **PSYCHOLOGY 323**

### **Psychology of Adulthood and Aging (3)**

Describes the interaction of biological, psychological and sociological factors on adult development and aging. Covers significant developmental theories and the role of families, work, sex differences and personality from young adulthood to death and dying. Discusses stereotypes and self-concept as factors in coping with the biological process of aging.

## **PSYCHOLOGY 324**

### **Psychosocial Dynamics of Substance Abusers (3)**

Moves addiction treatment beyond the disease model. Examines psychosocial, sociological, economic and political factors apparently associated with initiation and continuation of substance abuse such as poverty, violence, incest and familial substance abuse.

## **PSYCHOLOGY 325**

### **Treating the Substance Abuser (3)**

Presents various mechanisms for assessing client problems upon entry into addiction treatment facilities; provides information on appropriate services matched to client problem areas and evaluating client outcomes.

Prerequisite: Psychology 324

**PSYCHOLOGY 361****Abnormal Psychology (3)**

Surveys principal forms of behavior disorders, including theories of origin, symptoms, developments and treatment.

Prerequisite: Psychology 101

**PSYCHOLOGY 422****Psychology of Personal Growth (3)**

Applies psychological principles for constructive living, including coping skills, communication, good interpersonal relationships and self-development and adjustment.

**PSYCHOLOGY 423****Current Issues in Human Sexuality (3)**

Presents contemporary issues in human sexuality and how they affect and are affected by life-cycle development. Integrates three major areas: sexuality issues through the life cycle; the sexual spectrum and diversity; and sexual traumas and conflicts. Examines students' values and attitudes toward sexual issues.

**PSYCHOLOGY 424****An Interdisciplinary Approach to Promoting Successful Aging (3)**

Identifies needs that arise as a consequence of, or in relation to, growing older and explores methods of meeting those needs. Applies an interdisciplinary perspective to the health care of the older adult. Focuses on the current status of the elderly, identifies deficiencies and addresses strategies for solving problems in a variety of settings.

**RELIGION 104****World Religions (3)**

Investigates religious ideas and practices in major world religions including: Judaism, Christianity, Islam, Hinduism, Buddhism and Native American traditions. Defines religion and interprets its significance for human communities. Analyzes each tradition and presents comparisons.

**SOCIOLOGY 101****Introduction to Sociology (3)**

Studies society through a social or group perspective by reexamining issues such as welfare, street crime and the homeless. Covers social structure, basic human institutions, analysis of social processes and major social forces, including the family, deviance, health, education, social change, and social and cultural diversity.

**SOCIOLOGY 302****Introduction to Group Dynamics (3)**

Introduces general principles of behavior processes and their applications within established groups and organizations.

**SOCIOLOGY 305****Marriages and Families Affected by Substance Abuse (3)**

Provides constructs of the functional versus dysfunctional family system. Presents a multicultural perspective of the development of marriage and family in the United States. Readings relate to family development, gender relations and crisis and change.

**SOCIOLOGY 322****The Victimization of Women and Children (3)**

Covers relevant social aberrations: wife abuse, child battering, neglect, incest and abuse of the elderly. Focuses on causes of this violence, the victim of the offense, the characteristics of the abuser, and the social, legal and treatment issues that arise as a result of this social problem.

**SOCIOLOGY 401****Sociology of Health (3)**

Reviews health and health services delivery systems as viewed by the social scientist, including factors affecting mortality, morbidity and demography of health. Addresses the influences of values, culture and customs on health and health-seeking behavior, as well as roles and relationships of the patient, the health professional and others in the care giving process.

**SPANISH 100****Basic Spanish for Healthcare Professionals (3)**

Conversational course. Stresses useful phrases, grammar and conversational tools that facilitate everyday communication with Spanish-speaking patients. Emphasizes medical vocabulary, including medications, procedures, body parts and foods, as well as grammar geared toward dialogue in medical situations.

**SPANISH 101****Elementary Spanish I (3)**

Introduces grammar, syntax, phonetics and practical vocabulary. Provides ample opportunities for understanding and speaking of Spanish.

**SPANISH 102****Elementary Spanish II (3)**

Continues practice in understanding, speaking and reading Spanish. Stresses phonetics, vocabulary, idioms and useful sentence structure.

Prerequisite: Spanish 101

**SPANISH 103****Spanish for the Medical and Health Professions I (3)**

Strengthens listening comprehension, speaking, reading and writing skills. Reviews grammar. Expands vocabulary through materials dealing with medical, hospital and clinical situations. Enables students to acquire practical and aural-oral proficiency.

Prerequisite: Spanish 102 or equivalent

**SPANISH 104****Spanish for the Medical and Health Professions II (3)**

Continues the development of skills learned in Spanish 103.

Prerequisite: Spanish 103

**SPANISH 201****Intermediate Spanish I (3)**

Reinforces and enhances students' comprehension of grammar and vocabulary learned in elementary Spanish. Incorporates more complex grammar, vocabulary and phrases and sentence structures in conversations and writings. Students read and discuss Spanish articles and write essays and compositions.

Prerequisite: Spanish 102