Springfield COLLEGE

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Medical Terminology Certification Program

(This program does not require approval under the Ontario Career Colleges Act, 2005)



CAREER OPPORTUNITIES

- Medical office assistance
- Medical reception
- Healthcare administration
- Medical records support
- Patient services
- Healthcare documentation support

Government Grants, Scholarships, and Financial Aid May be Available For Those Who Qualify.

+1 (647) 872-4464

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Medical Terminology Certification Program

Program Overview

The Medical Terminology Certificate Course introduces the language used in healthcare and medical administration. Learners explore how medical words are formed, pronounced, and interpreted, and how common terminology is used in healthcare communication and documentation.

By studying prefixes, suffixes, roots, abbreviations, anatomical terms, and vocabulary relating to body systems, learners build the ability to recognize and interpret familiar medical expressions. This knowledge can support further healthcare study or administrative responsibilities.

Program Highlights

- Focused instruction in commonly used medical vocabulary.
- Word-building techniques using prefixes, suffixes, and root words.
- Terminology associated with major body systems and health conditions.
- Practice in spelling, pronunciation, and interpreting medical terms.
- Useful as introductory or supplementary healthcare learning.

Career Opportunities

This certificate adds a useful layer of medical vocabulary to existing qualifications and can help learners prepare for further healthcare-related study. It does not, by itself, qualify a learner to perform regulated clinical duties.

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Skills Acquisition

Learners can develop skills to:

- Identify and interpret roots, prefixes, and suffixes.
- Construct and understand commonly used medical terms.
- Recognize terminology relating to the human body.
- Interpret common abbreviations in appropriate contexts.
- Improve accurate spelling and pronunciation of medical words.
- Read basic healthcare-related records and reports more confidently.
- Communicate with clearer understanding of medical vocabulary.
- Apply terminology knowledge to administrative learning.

Program Outline

1. Introduction to Medical Terminology: Medical language and its practical use in healthcare settings.

2. Word Formation: Roots, prefixes, suffixes, combining forms, and word construction.

3. Anatomical Terminology: Body regions, directional terms, and structural vocabulary.

4. Musculoskeletal and Integumentary Terms: Terminology relating to bones, muscles, joints, and skin.

5. Cardiovascular and Respiratory Terms: Heart, circulation, lungs, and breathing vocabulary.

6. Digestive and Urinary Terms: Terms relating to digestion, kidneys, and urinary function.

7. Nervous and Endocrine Terms: Nervous structures, hormones, and related terminology.

8. Reproductive and Sensory Terms: Terminology associated with reproduction and the special senses.

9. Diagnostic and Clinical Vocabulary: Common tests, procedures, conditions, and treatments.

10. Medical Abbreviations: Frequently used abbreviations and routine documentation conventions.

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Human Anatomy & Physiology Certification Program

(This program does not require approval under the Ontario Career Colleges Act, 2005)



CAREER OPPORTUNITIES

- Healthcare administration learning
- Medical office support education
- Personal care support education
- Rehabilitation support education
- Further allied health study

Government Grants, Scholarships, and Financial Aid May be Available For Those Who Qualify.

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Human Anatomy & Physiology Certification Program

Program Overview

The Anatomy & Physiology Certificate Course introduces the structure and function of the human body. Anatomy examines how the body is organized, while physiology explores how cells, tissues, organs, and body systems work together to sustain life and maintain health.

Learners study major body systems and their functions, developing scientific vocabulary and a stronger understanding of how the body works. The course can support additional healthcare education or professional knowledge in medical administrative and support roles.

Program Highlights

- Foundational understanding of human body structures and functions.
- Coverage of cells, tissues, organs, and major body systems.
- Introduction to anatomical language and homeostasis.
- Connections between anatomy, physiology, and everyday health.
- Relevant background knowledge for further healthcare study.

Career Opportunities

This certificate can strengthen a learner's preparation for more advanced health studies and can supplement knowledge used in healthcare-related administrative or support work. It is not a stand-alone qualification for regulated clinical practice.

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Skills Acquisition

Learners can develop skills to:

- Recognize major structures and organs of the body.
- Explain the basic roles of cells and tissues.
- Describe the principal functions of body systems.
- Use anatomical terminology accurately.
- Understand how systems interact to maintain homeostasis.
- Interpret basic anatomical diagrams.
- Relate common physiological processes to health concepts.
- Build a foundation for more advanced healthcare learning.

Program Outline

1. Anatomical Foundations: Body organization, anatomical directions, body regions, and homeostasis.
2. Cells and Tissues: Cell structures, cellular activity, and primary tissue types.
3. Integumentary System: Skin, hair, nails, protection, and temperature regulation.
4. Skeletal System: Bones, joints, support, and protection.
5. Muscular System: Muscle structure, movement, and contraction.
6. Nervous System: Brain, spinal cord, nerves, and neural communication.
7. Cardiovascular System: Heart, blood, vessels, and circulation.
8. Respiratory System: Airways, lungs, breathing, and gas exchange.
9. Digestive System: Digestion, organ functions, and nutrient absorption.
10. Urinary System: Kidneys, filtration, and fluid balance.
11. Endocrine System: Hormones, glands, and body regulation.
12. Reproductive System: Major reproductive structures and functions.
13. Special Senses: Vision, hearing, taste, smell, and balance.
14. Integration of Body Systems: How systems interact to maintain normal function.

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