



Medical Terminology Packet Instructional Modules 1 - 8

Resources:

1. Chabner, D. (2007). *The language of medicine* (9th Edition)
2. www.ismp.org (Institute for Safe Medication Practices)
3. Medical Terminology Packet – All Instructional Modules

Learning Outcomes:

Upon completion of the Medical Terminology class, the student will be able to:

1. Interpret medical terms by recognizing and finding the meanings of individual word parts
2. Define medical terms based on word composition
3. Interpret medical symbols and use them appropriately in nursing documentation
4. Utilize the military time format appropriately and accurately in nursing documentation
5. Interpret the individual emergency codes utilized by the Covenant Health System (CHS) and define the nurses role in each

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Medical Terminology Quiz Schedule and Instructions

3 Quizzes & Final Comprehensive Quiz – see calendar for dates

1. **Quiz # 1:** This quiz (**25 matching**) will cover pp. 2 -7 of your Medical Terminology Packet (Roots, Prefixes or Suffixes and ISMP “Do Not Use” List)
3. **Quiz # 2:** This quiz (**25 fill in the blank and matching**) will cover pp. 8 -13 of your Medical Terminology Packet (Abbreviations, Military Time & Symbols)
4. **Quiz # 3:** This quiz (**25 fill in the blank and matching**) will cover pp. 14-18 of your Medical Terminology Packet (Charting Terms and Emergency Codes)
5. **Quiz # 4:** This quiz (**75 fill in the blank**) is **comprehensive** and will cover pp. 2-18 of your Medical Terminology Packet
6. Pages 19-22 are practice quizzes

Remember that all spelling and abbreviations must be accurate or the item will be counted as incorrect. This is universally, unequivocally important because you are communicating in the medical realm with that carries medical/legal influence.

Combining Forms: Roots, Prefixes, and Suffixes

A- Root, Prefix, or Suffix	A- Meaning	A- Examples
a-, an-	no; not; without	apathetic; analgesia
ab-	away from	abduction
ad-	toward; near	adduction ; adrenal
abdomin/o	abdomen	abdominal
-ac, -al,	pertaining to	cardiac, abdominal
-an, -ar, -ary	pertaining to	ovarian, cellular, coronary
aden/o	gland	adenocarcinoma
adip/o	fat	adipose
-algnesia	sensitivity to pain	analgesia
-algia	pain	fibromy algia
ana-	up; apart; backward; again; anew	anabolic , anaphylactic
angi/o	vessel (blood)	angiogram
ante-	before; forward	ante partum
anter/o	front	anterior
anti-	against	anti hypertensive
aort/o	aorta (largest artery)	aortic
append/o, appendic/o	appendix	appendicitis
arter/o, arteri/o	artery	arterial
arthr/o	joint	arthritis
-ase	enzyme	lipase; streptokinase
audi/o, audit/o	hearing	auditory
aut/o, aut-, auto	self, own	auto immune
axill/o	armpit	axillary

B- Root, Prefix, or Suffix	B- Meaning	B- Examples
Bacter/i/o	bacteria	bacteremia
bi-	two	bilateral
bil/i	bile; gall	biliary
brachi/o	arm	brachial
brady-	slow	bradycardia
bronch/o, bronchi/o	bronchial tube	bronchoscopy
bucc/o	cheek	buccal

C- Root, Prefix, or Suffix	C- Meaning	C- Examples
calc/o	calcium	hypocalcemia
carcin/o	cancerous; cancer	carcinogenic
cardi/o	heart	cardiac
-cele, coele	swelling, hernia	broncho cele , hydro coele
cell/u	cell level	cellulitis ; cellular
-centesis	surgical puncture to remove fluid	thorac centesis
cerebr/o	cerebrum (largest part of brain)	cerebral
cervic/o	neck	cervical
chol/e	bile; gall	cholesterol
cholecyst/o	gallbladder	cholecystitis ; cholecystectomy
-cidal	pertaining to killing	germic idal
col/o, colon/o	colon (large intestine)	colonoscopy
comi/o	to care for	nosocomial infection
contra-	against; opposite	contra indicated
coron/o	heart	coronary
cost/o	rib	costophrenic border
cran/i	skull	cranial
cyan/o	blue	cyanotic
cyst/o	urinary bladder, cyst, sac of fluid	cystogram
cyt/o, -cyte	cell	cytotoxic , leuko cyte

D- Root, Prefix, or Suffix	D- Meaning	D- Examples
de-	lack of, less	dementia
derm/o, derma, dermat/o	skin	dermatitis; xeroderma
diaphor/o	sweat	diaphoresis
dist/o	far; distant	distal
dors/o, dorsi	back (of body)	dorsal
dys-	bad; painful; difficult; abnormal	dysphagia

E- Root, Prefix, or Suffix	E- Meaning	E- Examples
-eal	pertaining to	corneal; tracheal
-ectomy	removal; excision; resection	cholecystectomy
-emia	blood condition	bacteremia; septicemia
-emic	pertaining to blood condition	anemic
end-, end/o	in; within	endometriosis; endoscopic
enter/o	intestines (usually small intestine)	enteritis
epi-	above; upon; on	epidermis; epigastric
erythr/o	red	erythrocyte
erythem/o	flushed; redness	erythemic
-esis	action; condition; state of	prosthesis
ex-	out; away from	external

G- Root, Prefix, or Suffix	G- Meaning	G- Examples
gastr/o	stomach	gastritis
-genesis	producing; forming	pathogenesis; glucogenesis
-ger/i, geront/o	old age	geriatrics; gerontology
gluc/o, glyc/o	glucose; sugar	glucogenesis; glycolysis
-gram	record	electrocardiogram; venogram
-graphy	process of recording	echocardiography

H- Root, Prefix, or Suffix	H- Meaning	H- Examples
hem/o, hemat/o	blood	hematuria
hemi-	half	hemiplegic
hepat/o	liver	hepatomegaly
herni/o	hernia	herniate
hydr/o	water	hydrocoele
hyper-	above, excessive, greater than normal	hyperglycemic; hypertension
hypo-	deficient; below; less than normal	hypoglycemic; hypodermic
hyster/o	uterus; womb	Hysterectomy

I- Root, Prefix, or Suffix	I- Meaning	I- Examples
-ia	condition	hyperthermia
-iac, -ic, -ine, -ior	pertaining to	cardiac, alcoholic, adrenaline, anterior
-iasis	abnormal condition	cholelithiasis
ile/o	ileum	ileus
inguin/o	groin	inguinal
inter-	between	interstitial space
intra-	within; into	intradermal
-ism	process; condition	alcoholism
-ist	specialist	psychologist; respiratory therapist
-itis	inflammation	cellulitis

J- Root, Prefix, or Suffix	J- Meaning	J- Examples
jaund/o	yellow	jaundice
jejun/o	jejunum	jejunostomy tube; jejunal tube

K- Root, Prefix, or Suffix	K- Meaning	K- Examples
Kal/i	potassium	hyperkalemia
ket/o, keton	ketones; acetones	ketoacidosis
kyph/o	hunch back	kyphosis

L- Root, Prefix, or Suffix	L- Meaning	L- Examples
lapar/o	abdominal wall; abdomen	laparoscopic
later/o	side	bilateral
leuk/o	white	leukocytes
lip/o	lipid; fat	hyperlipidemia; liposuction
lob/o	lobe	pneumo-lobotomy
-logy	study (process of)	cardiology; neurology
-lysis	breakdown; separation; destruction	thrombolysis

M- Root, Prefix, or Suffix	M- Meaning	M- Examples
mal-	bad	malodorous
mamm/o, mast/o	breast	mammography; mastectomy
medi/o	middle	medial
-megaly	enlargement	hepatomegaly
melan/o	black	melanoma
-ment/o	mind	dementia
my/o	muscle	myocardium

N- Root, Prefix, or Suffix	N- Meaning	N- Examples
narc/o	numbness; sleep	narcotic drug
nas/o	nose	nasogastric tube
natr/o	sodium	hypernatremia
necr/o	death	necrotic tissue; necrosis
nephr/o	kidney	nephrotoxic
neur/o	nerve	neurologist
norm/o	rule; order	normotensive
nos/o	infection	nosocomial

O- Root, Prefix, or Suffix	O- Meaning	O- Examples
ocul/o	eye	ocular
ophthalm/o,	eye	ophthalmologist
opt/o, optic/o	eye; vision	optical
-oid	resembling; derived from	thyroid
olig/o	scant; slight	oliguria
-oma	tumor; mass; fluid collection	carcinoma
onc/o	tumor	oncologist
oophor/o	ovary	oophorectomy
-osis	condition, usually abnormal	thrombosis
oste/o	bone	osteocytes
ot/o	ear	ototoxic
-ous	pertaining to	malodorous; cancerous
-oxia; -oxic	oxygen	anoxia; hypoxic

P- Root, Prefix, or Suffix	P- Meaning	P- Examples
pancreat/o	pancreas	pancreatitis
para-	near; beside; apart from; along side of	paraplegic
-paresis	weakness	hemiparesis
path/o	disease	pathophysiology
-pathy	disease; emotion	neuropathy; empathy
pector/o	chest	pectoral
-penia	deficiency	thrombocytopenia; leucopenia
-phagia	eating; swallowing	Dysphagia
phas/o, phasia	speech	Dysphasia
phleb/o	vein	Phlebotomist
-plasia	development; formation; growth	Hyperplasia
-plasty	surgical repair	Rhinoplasty
-plegia, -plegic	paralysis; palsy	paraplegia; hemiplegic
-pnea	breathing	apnea; dyspnea
pneum/o, pneumon/o	lung; air; gas	pneumothorax

post-; poster/o	after; behind	postoperative; posterior
pre-	before; in front of	preoperative
proxim/o	near	proximal
pseudo	false; fake	pseudotumor
pulmon/o	lung	pulmonary
purul/o	pus	purulent

Q- Root, Prefix, or Suffix	Q- Meaning	Q- Examples
quadri-	four	quadriceps muscle

R- Root, Prefix, or Suffix	R- Meaning	R- Examples
rhino	nose	rhinoplasty
-rrhage	bursting forth (of blood)	hemorrhage
-rrhea	flow, discharge	rhinorrhea

S- Root, Prefix, or Suffix	S- Meaning	S- Examples
sanguin/o	fluid- blood	serosanguinous
-sclerosis	hardening	arteriosclerosis
-scope	Instrument to visually examine	endoscope
-scopy	process of visually examining w/ a scope	arthroscopy
-sect	to cut	transect
seps/o	infection	sepsis
ser/o	fluid-serum; clear	serous; serosanguinous drainage
-sis	state of	sepsis
-spasm	sudden contraction of muscle	venospasm
-stasis	to stop; control; place	hemostasis
-static	pertaining to stopping; controlling	hemostatic
-stenosis	tightening; narrowing	arteriostenosis; urethrostenosis
stern/o	sternum	substernal
-stomy	new opening (to form a mouth)	gastrostomy; jejunostomy
sub-	under; below	subarachnoid hemorrhage
supra-	above; upper	suprasternal
syncop/o	faint	syncopal episode

T- Root, Prefix, or Suffix	T- Meaning	T- Examples
tachy-	fast	tachycardia
-tension; -tensive	pressure	hypertension; hypertensive
therm/o	heat	thermometer
thorac/o	chest	thoracic
-thorax	chest; pleural cavity	pneumothorax
thromb/o	clot	thrombosis
thyroid/o	thyroid gland	thyroidectomy
-tic	pertaining to	spastic bladder
-tomy	process of cutting	colostomy
-toxic	poison	nephrotoxic; ototoxic
trache/o	trachea	tracheostomy
trans-	across; through	transect
tri-	three	tricuspid valve
-trophy	development-condition of	hypertrophy

U- Root, Prefix, or Suffix	U- Meaning	U- Examples
umbilic/o	umbilicus; navel	umbilical cord
uni-	one	unilateral
ur/o	urine; urinary tract	urosepsis
ureter/o	ureter	ureteral stent
urethr/o	urethra	urethrostenosis
-uria	urination; condition of urine	oliguria; dysuria
urin/o	urine	urinary tract
-us	structure; thing	thrombus; umbilicus
uter/o	uterus; womb	uterine hemorrhage

V- Root, Prefix, or Suffix	V- Meaning	V- Examples
vascul/o	vessel (blood)	vasculitis; vascular
ven/o, ven/i	vein	venospasm
ventr/o	abdominal side of the body	ventral hernia
vertebr/o	vertebra (backbone)	vertebrosternal rib

X- Root, Prefix, or Suffix	X- Meaning	X- Examples
xer/o	dry	xerofoam dressing; xeroderma

Y- Root, Prefix, or Suffix	Y- Meaning	Y- Examples
-y	condition; process	obesity, dusky



ISMP and Covenant Official “Do Not Use” List¹

Do Not Use	Potential Problem	Use Instead
*Trailing zero (X.0 mg)	Decimal point is missed	Write X mg
* Lack of a Leading zero (.X mg)	Decimal point is missed	Write 0.X mg
MS MSO4 and MgSO4	Can confuse morphine sulfate for magnesium sulfate	Write "morphine sulfate" or "magnesium sulfate"
HS (Half Strength) hs (hour of sleep)	Confused with each other	Write “Half Strength” Write “hour of sleep”
QD, Q.D. (daily) QOD, Q.O.D. (every other day)	Mistaken for each other; periods can be confused	Write “daily” Write “every other day”
U or u	Confused as number or Volume	Write “unit”
IU	Confused as “IV”	Write “units”
µg for microgram - mcg	Confused with mg	Write “mcg”

¹ Applies to all orders and all medication-related documentation that is handwritten (including free-text computer entry) or on pre-printed forms.

***Exception:** A “trailing zero” may be used only where required to demonstrate the level of precision of the value being reported, such as for laboratory results, imaging studies that report size of lesions, or catheter/tube sizes. It may not be used in medication orders or other medication-related documentation.

- www.ismp.org (Institute for Safe Medication Practices)

Abbreviations

A- Abbreviations	A- Meaning
ā	before (<i>ante</i>)
AAA	abdominal aortic aneurysm - (<i>will hear "Triple A"</i>)
abd	Abdomen
ABG	arterial blood gas
a.c.	before meals (<i>ante cibum</i>)
ADL	activities of daily living
ad lib.	as desired
AEB	as evidenced by
AKA	above the knee amputation
AMA	against medical advice
AMI	acute myocardial infarction
amb., amb	ambulate or ambulatory
AP	anteroposterior – (<i>AP chest X-ray</i>)
ASAP	as soon as possible

B- Abbreviations	B- Meaning
b.i.d., bid, BID	twice a day (<i>bis in die</i>)
BKA	below the knee amputation
BLE	bilateral lower extremities
BM	bowel movement
BMP	basic metabolic panel
BP, B/P	blood pressure
bpm	beats per minute
BRP	bathroom privileges
BS, bs	bowel sounds; blood sugar, breath sounds
BUN	blood urea nitrogen
Bx, bx	biopsy

C- Abbreviations	C- Meaning
ċ	with
Ca	calcium
CA	cancer
cap	capsule
cath	catheter, catheterize
C & S	culture and sensitivity
c/o, C/O	complains of
CABG	coronary artery bypass graft(s)
CAD	coronary artery disease
CT scan, CAT scan	computed tomography scan, computed axial tomography scan
CBC	complete blood count
CC or C.C.	chief complaint
	cc <i>cubic centimeter, same as mL (Do Not Use cc – use mL instead)</i>
CHF	congestive heart failure
CMP	comprehensive metabolic panel
CNS	central nervous system
COPD	chronic obstructive pulmonary disease
CPAP	continuous positive airway pressure
CRF	chronic renal failure
CSF	cerebrospinal fluid
CTA	clear to auscultation
CV	cardiovascular
CVA	<i>cerebrovascular</i> accident
CXR	chest x-ray

D- Abbreviations	D- Meaning
d	day
D/C, or d/c	discontinue, discharge
DM	diabetes mellitus
DNR	do not resuscitate
DOE	dyspnea on exertion
dsg, drsg	dressing
DTV	due to void
DVT	deep vein thrombosis
Dx, dx	diagnosis

E- Abbreviations	E- Meaning
EBL	estimated blood loss
ECG, EKG	electrocardiogram
EENT	eyes, ears, nose, and throat
ESRD	end stage renal disease
et al.	and others
ETOH, EtOH	ethanol, alcohol

F- Abbreviations	F- Meaning
F/U, f/u	follow-up
Fe	iron
FFP	fresh frozen plasma
Fx., fx	fracture

G- Abbreviations	G- Meaning
GERD	gastroesophageal reflux disease
GI, G.I.	gastrointestinal
gtt(s)	drop/drops

H- Abbreviations	H- Meaning
H/H, Hgb/Hct	hemoglobin and hematocrit (<i>Hemoglobin is always first</i>)
HA	headache
HHN	hand held nebulizer
HOB	head of bed
H & P	history and physical
HPI	history of present illness
	<i>HS, hs hour of sleep (at bedtime) or half strength – Do Not Use–Write it Out</i>
HTN	hypertension
Hx, hx	history

I- Abbreviations	I- Meaning
I & D	incision and drainage
ICU	Intensive Care Unit
IM, I.M.	intramuscular
I & O	intake and output
IS	incentive spirometer
IV	intravenous

J- Abbreviations	J- Meaning
JP, J-P	Jackson-Pratt drain
J-tube	feeding tube in the jejunum

K- Abbreviations	K- Meaning
K+	potassium
KCl	potassium chloride
kg	kilograms
KUB, K.U.B.	(x-ray of) kidneys, ureter, bladder
KVO	keep vein open (IV rate approx. 20-30 mL/hr)

L- Abbreviations	L- Meaning
L	liter
Ⓛ , Lt, It	left
L&D	labor and delivery
LMP	last menstrual period
LOC	loss of consciousness, level of consciousness
LTAC	long term acute care
LUE, L.U.E.	left upper extremity
LLE, L.L.E.	left lower extremity
LUQ, L.U.Q	left upper quadrant
LLQ, L.L.Q	left lower quadrant
lytes	electrolytes

M- Abbreviations	M- Meaning
mcg	microgram (Do Not Use μg)
mEq	milliequivalent
mg	milligram
MI, M.I.	myocardial infarction
MICU	Medical Intensive Care Unit
mL	milliliter
MN	midnight
MODS	multiple organ dysfunction syndrome
MRI	magnetic resonance imaging
	MS, MSO₄, MgSO₄ morphine sulfate – Do Not Use; Write it out

N- Abbreviations	N- Meaning
NaCl	sodium chloride
NC	nasal cannula
NG, NGT	nasogastric tube
NICU	Neonatal Intensive Care Unit
NKA	no known allergies
NKDA	no known drug allergies
NPO	nothing by mouth
NRBM	non-rebreather mask (<i>for oxygen delivery</i>)
NS	normal saline (<i>0.9% NaCl</i>)
NSAID	non-steroidal anti-inflammatory drug
N/V	nausea and vomiting
N/V/D	nausea, vomiting, and diarrhea
NWB	non-weight bearing

O- Abbreviations	O- Meaning
O ₂	oxygen
OD	right eye
OS	left eye
O.U.	both eyes
OOB	out of bed
OTA	open to air
OTC	over the counter

P- Abbreviations	P- Meaning
p	after
PACU	Post Anesthesia Care Unit
pc, p.c.	after meals
PCA	patient controlled analgesia
PCP	primary care physician
PEG	percutaneous endoscopic gastrostomy tube
p.o.	by mouth
pr	suppository route (<i>per rectum</i>)
PRBC	packed red blood cells
pre-op, preop	preoperatively, before surgery

PRN, P.R.N., prn, p.r.n.	as needed, as necessary (<i>pro re nata</i>)
Pt., pt.	patient
P.T.	physical therapy

Q- Abbreviations	Q- Meaning
q	every (q 1 hr = every hour; q 4 hrs = every 4 hours)
<i>q.d.</i>	<i>Write every day or qday (on Do Not Use list)</i>
QID, Q.I.D., qid, q.i.d.	four times a day
<i>QOD, Q.O.D., qod, q.o.d.</i>	<i>Write every other day (on Do Not Use list)</i>
qs	every shift

R- Abbreviations	R- Meaning
(R), RT, Rt	right
RA	rheumatoid arthritis, right atrium
R/A	room air
r/t	related to
R/O	rule out
RLE	right lower extremity
RUE	right upper extremity
RUQ	right upper quadrant
RLQ	right lower quadrant
Rx	prescription

S- Abbreviations	S- Meaning
s	without
SAH	subarachnoid hemorrhage
SARS	Severe Acute Respiratory Syndrome
SCD	sequential compression devices
SICU	Surgical Intensive Care Unit
SIRS	Systemic Inflammatory Response Syndrome
SL	sublingual
SN, S.N.	student nurse
SNF	skilled nursing facility
SOB	shortness of breath
S/P	status post
S/S	signs and symptoms
S.S.I., SSI	sliding scale insulin
STAT, Stat	IMMEDIATELY, Now
sub-Q	subcutaneous

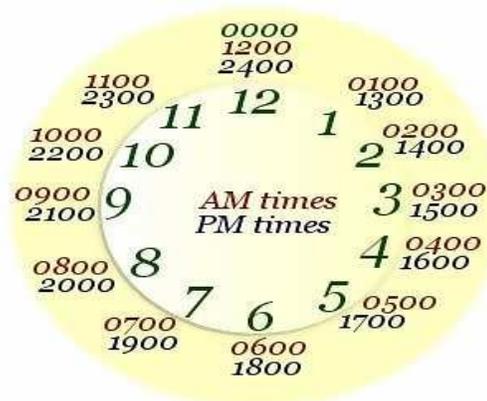
T- Abbreviations	T- Meaning
tachy	tachycardia
T & C	type and crossmatch
TB, Tb	tuberculosis
TCDB	turn, cough, and deep breathe
TEDs	thromboembolic disease support hose
TIA	transient ischemic attack
TID, T.I.D., tid, t.i.d.	three times a day
TKO	to keep open (IV rate approx. 20-30 mL/hr)
tol, tol.	tolerated
TPCN	Total Patient Care Nurse
TPR	temperature, pulse, and respiration
tsp	teaspoon (5 ml)
Tbsp, tbsp	tablespoon (15 ml)
tx	treatment

U- Abbreviations	U- Meaning
	U, IU <i>Unit, International Unit (on Do Not Use list) - write out unit</i>
UA	urinalysis
URI	upper respiratory infection
UTI	urinary tract infection

V- Abbreviations	V- Meaning
VS	vital signs

W, Y- Abbreviations	W, Y- Meaning
WBAT	weight bearing as tolerated
WBC	white blood cell count
y/o, YO	year old

Rule for Leading Zero	0.5 mg - ALWAYS use a zero BEFORE a decimal point (Not .5 mg)
Rule for Trailing Zero	1 mg - NEVER use a zero AFTER a decimal point (Not 1.0 mg)



MILITARY TIME

- Highest number is 2400 (12:00 MN); Lowest number is 0001
- 12 noon = 1200
- Can convert either way for PM times
 - Civilian to military= (1200 + civilian time)
 - Military to civilian= (military time – 1200)

Standard Time	Military Time
May have 3-4 digits	Always has 4 digits
Based on a 12-hour system	Based on a 24-hour system
Has a colon between the hour and minutes	Never has a colon
Includes a.m., p.m., noon, or midnight after the numbers	

Ex: Civilian to Military: 1200 + 0815= 2015
 Military to Civilian: 1734 – 1200 = 0534

Symbols

Symbol	Meaning
\rightleftharpoons or \rightleftarrows	reversible reaction
\triangle	Change
\uparrow	increase, above, elevated
\downarrow	decrease, below, decreased
\leq	less than or equal to (<i>better to write out- on do not use list</i>)
\geq	greater than or equal to (<i>better to write out- on do not use list</i>)
$^{\circ}$	degree (10°C , 10°F) or Hour (24° urine collection) (<i>better to write out- on do not use list</i>)
\neq	not equal to
$=$	equal to
$\#_$	number when before ($\#5 =$ number 5)
$_ \#$	pounds when after ($5\# =$ 5 pounds)
$\%$	Percent
'	feet ($12' =$ 12 feet)
"	inches ($10'' =$ 10 inches)
/	per ($10\text{mg}/1\text{ mL} =$ 10mg per 1 mL) or divided by (<i>better to write out- on do not use list</i>)
\times	times ($3 \times 5 =$ 15)
\div	divided by ($10 \div 5 =$ 2)
:	ratio ($5:10$ is same as $1:2$)
+	plus, add, positive (<i>better to write out- on do not use list</i>)
-	minus, subtract, negative
&	and (<i>better to write out- on do not use list</i>)
$\dot{\text{i}}$	One
$\ddot{\text{i}}$	Two
$\ddot{\text{iii}}$	Three
2°	secondary to
$\text{\textcircled{f}}$	Female
$\text{\textcircled{m}}$	Male
$\bar{\text{a}}$	Before
p	After
c	With
s	Without

Charting Terms

	<u>Layman Terminology</u>	<u>Medical Terminology</u>
ABDOMEN	<ol style="list-style-type: none"> 1. large and extends outward 2. hard, board like 3. soft, flabby 4. swollen, rounded 5. filled with gas 6. hangs down 	<ol style="list-style-type: none"> 1. protuberant, distended 2. hard, rigid, distended, tympanic, taut 3. relaxed, flaccid 4. distended, edematous 5. tympanic, flatulent 6. pendulous
AMOUNTS	<ol style="list-style-type: none"> 1. large amounts of drainage 2. medium amount of drainage 3. small amount of drainage 	<ol style="list-style-type: none"> 1. profuse, copious 2. moderate 3. scant
APPETITE	<ol style="list-style-type: none"> 1. loss of appetite 	<ol style="list-style-type: none"> 1. anorexia
BACK	<ol style="list-style-type: none"> 1. Hunchback 2. small of back 3. swayback 	<ol style="list-style-type: none"> 1. kyphosis 2. lumbar region 3. lordosis
BLEEDING	<ol style="list-style-type: none"> 1. nose bleed 2. blood in urine 3. spitting up of blood 4. positive blood in stool 	<ol style="list-style-type: none"> 1. epistaxis 2. hematuria 3. hemoptysis 4. Guaiac positive
BREATH	<ol style="list-style-type: none"> 1. unpleasant 2. foul 3. with sweet fruit-like odor 4. urinous odor 	<ol style="list-style-type: none"> 1. halitosis 2. fetid 3. fruity, sweet 4. odor of ammonia
BREATHING	<ol style="list-style-type: none"> 1. breathing 2. difficult breathing 3. short periods when breathing has ceased 6. inability to breathe while lying down 7. rapid breathing 8. increasing dyspnea with periods of apnea 	<ol style="list-style-type: none"> 1. respiration 2. dyspnea 3. apnea 6. orthopnea 7. hyperpnea 8. Cheyne-Stokes respirations
CONSCIOUSNESS	<ol style="list-style-type: none"> 1. alert, fully conscious, oriented to date, time, place 2. only partly conscious 3. unconscious, but can be aroused 4. unconscious, cannot be aroused 	<ol style="list-style-type: none"> 1. alert, fully conscious 2. semi-conscious 3. stuporous 4. comatose
COUGH	<ol style="list-style-type: none"> 1. type of cough 2. occurring in spasms 3. coughing up or expectoration of blood 	<ol style="list-style-type: none"> 1. continuous, persistent, productive, nonproductive, dry, hacking 2. spasmodic 3. hemoptysis
DECAY	<ol style="list-style-type: none"> 1. dead tissue 	<ol style="list-style-type: none"> 1. tissue necrosis, necrotic

DEFECATION	<ol style="list-style-type: none"> 1. frequent liquid defecation 2. color of stool 3. constituents of stool 	<ol style="list-style-type: none"> 1. diarrhea 2. clay or dark brown, black, mustard, yellow, green, tarry, streaked with blood 3. liquid, soft or hard formed, watery, semiformal, constipated, undigested foods, mucoid
DRAINAGE	<ol style="list-style-type: none"> 1. containing pus 2. bloody 3. of lymphatic fluid 4. contains mucus and pus 5. tough, sticky 6. bloody, lymphatic (serous) 	<ol style="list-style-type: none"> 1. purulent 2. sanguineous 3. serous 4. mucopurulent 5. tenacious 6. serosanguinous
EDEMA	<p>Swelling in extremities, after depressing for 5 seconds:</p> <ol style="list-style-type: none"> 1. indented 2 mm 2. indented 4 mm 3. indented 6 mm 4. indented 8 mm 	<ol style="list-style-type: none"> 1. 1+ edema 2. 2+ edema 3. 3+ edema 4. 4+ edema
EMESIS	<ol style="list-style-type: none"> 1. produced by conscious effort of patient 2. ejected a few feet distance 3. if blood is noticeable 	<ol style="list-style-type: none"> 1. induced 2. projectile 3. hematemesis
EYES	<ol style="list-style-type: none"> 1. sharpness of vision 2. yellow in color 3. puffy, swollen 4. drooping eyelids 6. unusually sensitive to light 7. double vision 8. cross eye, squinting 9. abnormal protrusion of eyeball 10. inflammation of conjunctiva 11. dilatation of the pupil 12. contraction of the pupil 13. near-sightedness 14. far-sightedness 	<ol style="list-style-type: none"> 1. visual acuity 2. jaundiced 3. edematous 4. ptosis of lids 6. photophobia 7. diplopia 8. strabismus 9. exophthalmos 10. conjunctivitis 11. mydriasis, pupil dilated 12. myosis, pupil constricted, pin point 13. myopia 14. hyperopia
FAINTNESS	<ol style="list-style-type: none"> 1. fainting 	<ol style="list-style-type: none"> 1. syncope
FEVER	<ol style="list-style-type: none"> 1. without fever 2. temperature above normal 3. temperature greatly above normal 	<ol style="list-style-type: none"> 1. afebrile 2. pyrexia 3. hyperpyrexia
HEAD	<ol style="list-style-type: none"> 1. forehead 2. region over temple 3. back of head 4. base of skull 5. having a large head 6. having a small head 7. top of head 	<ol style="list-style-type: none"> 1. frontal region 2. temporal region 3. occipital region 4. basilar region 5. macrocephaly, hydrocephalus 6. microcephalus 7. parietal (right or left)
HIVES	<ol style="list-style-type: none"> 1. hives 2. itching 	<ol style="list-style-type: none"> 1. urticaria 2. pruritus

JOINTS	<ol style="list-style-type: none"> 1. bending 2. to straighten 3. revolve around 4. move away from median line 5. move toward median line 	<ol style="list-style-type: none"> 1. flexion 2. extension 3. rotation 4. abduction 5. adduction
LIPS	<ol style="list-style-type: none"> 1. blue in color 	<ol style="list-style-type: none"> 1. cyanotic
MEDICINE (administration)	<ol style="list-style-type: none"> 1. by mouth 2. by rectum 3. breathing in 4. rubbing into skin 5. under the skin 6. within the skin 7. within the muscle 8. within the spinal canal 9. within the vein 10. pouring into body cavity 	<ol style="list-style-type: none"> 1. orally 2. rectally 3. inhalation 4. topically 5. subcutaneous 6. intradermal 7. intramuscular 8. intraspinal, intrathecal 9. intravenous 10. instillation
MENSTRUATION	<ol style="list-style-type: none"> 1. if present when admitted 2. painful 3. total absence of 4. profuse or prolonged flow 5. cessation of 	<ol style="list-style-type: none"> 1. menses present 2. dysmenorrhea 3. amenorrhea 4. menorrhagia 5. menopause
ODOR	<ol style="list-style-type: none"> 1. very unpleasant 	<ol style="list-style-type: none"> 1. offensive, foul
PARALYSIS	<ol style="list-style-type: none"> 1. of the muscles of the face 2. of the legs 3. of one side of the body 4. of a single limb 5. of all 4 extremities & usually the trunk 	<ol style="list-style-type: none"> 1. facial 2. paraplegia 3. hemiplegia 4. monoplegia 5. quadriplegia
PERSPIRATION	<ol style="list-style-type: none"> 1. large amount of profuse 	<ol style="list-style-type: none"> 1. Diaphoresis, diaphoretic
POSITIONS	<ol style="list-style-type: none"> 1. flat on back, arms straight at sides 2. on side, knees flexed 3. on left side, left arm behind back, left leg slightly flexed, right leg greatly flexed 4. head of bed semi-erect 5. on back, buttocks near edge of table, knees well flexed and separated 6. resting on knees and chest 7. on back, pelvis and legs higher than head 8. on abdomen, face turned to one side 9. prone with hips over break in table and feet below level of head 	<ol style="list-style-type: none"> 1. supine 2. lateral 3. Sim's (left or right) 4. Semi-Fowler's 40-45° - modified, knees & legs not flexed 5. lithotomy 6. knee-chest 7. Trendelenburg 8. prone 9. jackknife

PULSE	<ol style="list-style-type: none"> 1. number of beats per minute 2. rhythm 3. beats missed at intervals 4. > 100 beats per minute (bpm) 5. slow in rate, < 50 bpm 6. only scarcely perceptible 8. pulseless 9. pulse strength 	<ol style="list-style-type: none"> 1. rate 2. regular or irregular, coupling, galloping 3. intermittent 4. rapid, fast, tachycardia 5. slow, bradycardia 6. thready, weak 8. Imperceptible, absent 9. 0 = absent, not palpable, inaudible & Doppler 1+ = diminished/palpable 2+ = expected/normal 3+ = strong/full pulse 4+ = bounding, can't be obliterated
SKIN	<ol style="list-style-type: none"> 1. normal 2. blue in color 3. very white 4. redness 5. shines 6. raw surface 7. yellow in color 8. containing colored areas 9. scraped 10. cold and moist 	<ol style="list-style-type: none"> 1. Healthy, normal for race 2. Cyanotic, mottled 3. extreme pallor, ashen 4. erythema 5. glossy 6. excoriation 7. jaundiced 8. pigmented 9. abraded, denuded 10. clammy
SPEECH	<ol style="list-style-type: none"> 1. not understandable 2. meaningless, wondering 3. words run together 4. difficulty speaking 5. unable to speak 	<ol style="list-style-type: none"> 1. incoherent 2. rambling 3. slurring 4. dysphasia 5. aphasia
THROAT	<ol style="list-style-type: none"> 1. difficulty in swallowing 2. inability to swallow 3. other descriptive terms 	<ol style="list-style-type: none"> 1. dysphagia 2. aphagia 3. red, swollen, inflamed, ulcerated
TONGUE	<ol style="list-style-type: none"> 1. descriptive terms 	<ol style="list-style-type: none"> 1. pink, moist, dry, cracked, swollen, coated, inflamed, ulcerated
URINATION	<ol style="list-style-type: none"> 1. to urinate 2. no control over urination 3. large amount of urine voided 4. total suppression of urine 5. frequent voiding at night 6. increased amount voided 7. painful urination 8. pus in urine 9. blood in urine 10. scantiness of urine 11. sugar in urine 	<ol style="list-style-type: none"> 1. Voiding, micturate 2. incontinence 3. diuresis 4. anuria 5. nocturia 6. polyuria 7. dysuria 8. pyuria 9. hematuria 10. oliguria 11. glycosuria
WEIGHT	<ol style="list-style-type: none"> 1. overweight 2. abnormal thinness 3. very underweight 	<ol style="list-style-type: none"> 1. obese 2. emaciated, wasting 3. cachectic
WOUNDS	<ol style="list-style-type: none"> 1. discharging pus 2. black or gray necrotic tissue 3. wound drainage 	<ol style="list-style-type: none"> 1. suppurating, purulent 2. eschar 3. Exudate

COVENANT HEALTH - EMERGENCY CODES:



- I. Code XTREME: Facility Lock-down
May be due to Nuclear, Biological, or Chemical Events; Allows time to prepare for event at hand
Place the word extreme behind the Code Color to indicate a facility lock down
- II. Code RED: Fire Emergency
Use RACE - Rescue, Alarm, Confine, Extinguish/Evacuate
- III. Code ORANGE: Dangerous or Violent Situation
Call code overhead; Notify 911; Personal safety is priority
- IV. Code BROWN: Severe Weather
Code will be called and staged. Stage I - Watch: for deteriorating conditions; Stage II - Warning: close windows and doors; Stage III - Imminent danger, evacuate to interior of building
- V. Code BLUE: Urgent Medical Assistance Needed
Call code overhead with location. Assist as appropriate and transport to appropriate unit.
- VI. Code YELLOW: External Disaster Involving Casualties
Hospital and your area will prepare for influx of multiple patients. Charge Nurse/Nurse Manager will coordinate on your unit
- VII. Code GREEN: Internal Disaster - Utility Failures
Code will be called overhead. Backup generators and resources will be utilized. May need to evacuate certain areas
- VIII. Code PINK: Missing or Abducted Child / Infant
Observe for possible abductors. Question any suspicious, suspected, or possible perpetrators. Write down any information immediately. Contact security and 911.
- IX. Code WHITE: Evacuate the Unit or Hospital
Code will be called overhead. Nurse Manager / Charge Nurse will coordinate with staff and hospital emergency response team.
- X. Code GRAY: Hostage Situation
Stay calm, notify outside individuals if possible. Stay away from windows or doors. Comply with abductors requests.
- XI. Code BLACK: Bomb Threat
Notify 911, call code overhead. Collect as much information as possible (if by phone). Do not tamper with any packages. Take personal belongings and evacuate the area.
- XII. Code SILVER: Active Shooter
Run if there an escape path, CALL 911. Hide if evacuation is not possible. Fight as a last resort
- XIII. Code DOWN: Visitor Injury (on property)
Assist/treat as appropriate - call ext. 44444 for Code Down or 911– stay with visitor until help arrives
- XIV. Code ELOPMENT: Missing Patient
Notify Charge Nurse & Nurse Supervisor plus security

Medical Terminology Practice Instructional Module -1

#1 Practice:

Instructions: Write the appropriate charting terms in the blank for the conditions described below.

1. wound drainage: _____
2. without fever: _____
3. lying flat on back with arms straight at sides: _____
4. containing pus: _____
5. fainting: _____
6. walking: _____

Instructions: Match the abbreviations on the left with their meanings from the column on the right.

- | | |
|----------------------|------------------------|
| _____ 7. HOB | A. chest x-ray |
| _____ 8. ASAP | B. head of bed |
| _____ 9. CXR | C. three times a day |
| _____ 10. TID or tid | D. with |
| _____ 11. s | E. as soon as possible |
| _____ 12. c | F. without |

Instructions: Write the definitions of the following words in the blanks provided.

13. colectomy: _____
14. dyspnea: _____
15. tachycardia: _____
16. cardiology: _____
17. hematuria: _____
18. bronchitis: _____

Instructions: Fill in the blanks with the appropriate military times.

19. 9:00 am _____
20. 2:30 pm _____

#2 Practice:

Instructions: Write the appropriate charting terms in the blank for the conditions described below.

1. hives: _____
2. difficulty breathing: _____
3. large amount of perspiration: _____
4. large amounts of wound drainage: _____
5. to urinate: _____
6. flat on back: _____

Instructions: Explain the potential problem and then write the preferred term for the following:

7. U (for Unit): _____
8. IU (for International Unit) _____
9. QD: _____
10. Trailing Zero (X.Omg): _____
Lack of a leading Zero (.Xmg) _____
11. MS, MSO₄, MgSO₄: _____
12. HS, hs: _____

Instructions: Write the definitions of the following words in the blanks provided.

13. adduction: _____
14. buccal: _____
15. cellulitis: _____
16. anoxia: _____
17. colostomy: _____
18. dysuria: _____

Instructions: Fill in the blanks with the appropriate military times.

19. 6:30 am _____
20. 5:45 pm _____

Practice Scenario # 1:

40 ¹ y/o ² ♀ admitted to the floor for an ³ abd. ⁴ hyst. MD ordered pre-op labs: ⁵ T&C and ⁶ CMP.

⁷ Hx.: 1. 30 yr ⁸ BCP use.
2. Intrauterine fibroids.

She returned to the floor post-op with a Foley ⁹ cath connected to a ¹⁰ CDU and a ¹¹ JP drain in place in the ¹² LLQ. The TPCN noted the client's abdomen was very ¹³ swollen and her drainage was ¹⁴ bloody. As soon as she was in bed and almost asleep, a code ¹⁵ _____ was called because a family member across the hall was extremely upset and aggressive towards staff members and refusing to cooperate.

Standing Orders included:

1. Meperidine 50mg with Promethazine 25mg ¹⁶ IM ¹⁷ q 6 hrs.
2. Activity: ¹⁸ ↑ ¹⁹ ad lib. ²⁰ ċ assistance. (Reads: ↑ ad lib. ċ assistance).
3. ²¹ D/C Foley 24 hrs post-op. ²² Pt. ²³ DTV 6hrs post Foley removal.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____
21. _____
22. _____
23. _____

Practice Scenario #2 :

76 ¹ y/o Caucasian ² ♂ ³ S/P ⁴ L hip surgery yesterday.

⁵ **HPI:**

1. ⁶ **Fx** Lt hip during hockey practice yesterday.
2. X-rays confirm fx.
3. ⁷ **NKDA**

While in surgery, the hospital had to call a code ⁸ _____ because of an electrical storm that knocked out the electricity. Once this situation was resolved, the ⁹ **Pt.** returned to the floor post-op. He has a surgical ¹⁰ **dsg.** secured ¹¹ **c** clear tape. The nurse also told him he was ¹² **without a fever** and that he needed to notify the nurse if he has any ¹³ **painful urination** after the removal of his indwelling catheter.

Standing Orders:

1. Meperidine 50 mg with Promethazine 25mg ¹⁴ **IM** q 4-6 hrs
¹⁵ **PRN** pain.
2. ¹⁶ **P.T.** for assistance with ¹⁷ **ADL.**
3. ¹⁸ **Abduction** pillow to be used at all times except during P.T.
4. ¹⁹ **H&H** at ²⁰ **6:00** and call results to Dr. Smith.
5. ²¹ **O2** at 2 ²² **L** /minute via ²³ **NC.** (Reads: O2 at 2L per minute via NC)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

13. _____
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