

DF29 – Medical Secretarial Terminology

Please refer to www.fetac.ie for complete details

Module Title: Medical Secretarial Terminology

Module Code: L20636

Level 5

Credit Value 1

Purpose:

This module has been designed to provide students with the underpinning knowledge and command of medical terminology to carry out, with accuracy and speed, the production of specialist medical correspondence. Each section of the module is based on medical specialties. The vocabulary contains the most common words and abbreviations occurring within the specialty.

Entry Level:

Preferred Leaving Certificate with grade C in English or Level 4 Certificate or equivalent.

Special Requirements:

It is expected that students taking this module are already undertaking Level 5 Shorthand or Level 5 Audio Transcription, together with Typewriting, Word Processing Level 5.