Understanding Medical Terminology

Network for Practices Ltd

Trainer Information

Alex Hall has worked in the clinical IT industry since 2002, both with pharmacy IT, and since 2006 with GP surgeries. Having worked as a trainer for the majority of this time, Alex has been involved with all aspects of IT on a practical, working level, whether it's giving one-on-one training to a GP, nurse, or admin member of staff, training a group of surgery/pharmacy staff, or presenting to 300 members of a national user group.

Booking Information

To book a place/s email
bookings@networkforpractices.co.uk

Our acceptance of your booking brings into existence a legally binding contract between us on the following Terms & Conditions - If places are booked but cancelled before payment has been made or a candidate DNAs, the fee will remain due. Cancellations will attract a refund if the course is subsequently fully booked. To avoid any confusion, we ask that Cancellations are by email only. We will make every effort to resell the cancelled place. Where places are free a £25 charge will be applied to cancellations/DNAs. Payment is required within 30 days from date of invoice.

Date:	**10th September 2025**
Times:	**0930 - 1230**
Venue:	**Microsoft Teams Online Platform**
Places available:	**10**

Fee/s:	**NfP Members**	**£60**
	Non Members	**£105**

This workshop is suitable for: Non-Clinical Staff

Introduction

An understanding of medical terminology is essential for non-clinical staff working in General Practice.

This session has been specifically designed for all non-clinical staff who encounter medical terminology in the course of their work e.g. Admin Staff, Receptionists, HCAs.

Aims & Objectives

By the end of this session Candidates be able to decipher medical terms and abbreviations and understand how words are formed.

Learning Outcomes

Candidates will have increased their knowledge of medical terminology.

Agenda

- Why do we need medical terminology
- A fundamental understanding of the body structure and systems
- Medical terminology – component parts – prefixes, root words, suffixes
- Commonly used prefixes, roots words, suffixes
- Commonly used abbreviations and medical symbols
- Terminology associated with various diseases
- Terminology associated with Gynaecology and Cardiology

This interactive session will include group discussion of scenarios and sharing experiences