



Course Specification

(Bachelor)

Course Title:	Medical Report
Course Code:	APOP4101
Program:	Optician Diploma
Department:	
College:	Applied Collage
Institution:	Umm Al-Qura University, Makkah, Saudi Arabia
Version:	1
Last Revision Date:	8 December 2024

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A. General information about the course:

1. Course Identification

1. Credit hours: (2h)				
2 credit hrs (theoretical)				
2. Course type				
A.	<input type="checkbox"/> University	<input type="checkbox"/> College	<input checked="" type="checkbox"/> Department	<input type="checkbox"/> Track
B.	<input checked="" type="checkbox"/> Required		<input type="checkbox"/> Elective	
3. Level/year at which this course is offered: (4th level / 2nd year)				
4. Course General Description:				
This course is designed to equip students with the skills needed to accurately read, interpret, and write medical reports relevant to optical care. The course covers the structure, terminology, and content of optical and general medical reports. Students will learn to communicate patient information effectively and professionally in clinical settings.				
5. Pre-requirements for this course (if any):				
Primary eye care and ethics (APOP1106)				
6. Co-requisites for this course (if any):				
NA				
7. Course Main Objective(s):				
Be the end of the course, students should to:				
1- Recognize the standard structure and components of medical reports.				
2- Interpret optical diagnostic data and terminology in medical reports.				
3- Write clear, concise, and accurate medical reports in a professional format.				
4- Use appropriate medical and optical terminology when documenting patient cases.				
5- Apply ethical principles and patient confidentiality in medical reporting.				

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	30	100
2	E-learning		
3	Hybrid <ul style="list-style-type: none"> Traditional classroom E-learning 		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	30





2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	
5.	Others (specify)	
Total		30

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of PLOs aligned with the program	Teaching Strategies	Assessment Methods
1.0	Knowledge and understanding			
1.1	Understand the Structure and Components of Medical Reports	K3	Interactive Lecturing	Examinations
1.2	Understand and correctly use medical and optical terms related to patient cases, diagnostic tests, and treatments in medical reports.	K1	Interactive Lecturing	Examinations
1.3	Understand the ethical and legal principles governing patient confidentiality, informed consent, and professional medical reporting.	K3	Interactive Lecturing	Examinations
2.0	Skills			
2.1	Analyze and interpret findings from optical diagnostic tools, such as refraction tests, imaging results, and visual acuity assessments.	S3	Interactive Lecturing Independent studies classroom	Examinations
2.2	Evaluate sample medical reports to identify and correct errors in data interpretation, terminology, and formatting.	S2	Interactive Lecturing Independent studies classroom	Examinations
3.2	Apply relevant software tools for creating, editing, and managing medical reports effectively.	S2	Interactive Lecturing Independent studies classroom	Examinations
3.0	Values, autonomy, and responsibility			
3.1	Show commitment to ethical principles, patient confidentiality, and professional conduct in all aspects of medical reporting.	V2	Interactive Lecturing Independent studies classroom	Presentations
3.2	Recognize the importance of continuous learning to stay updated with advancements in optical care and medical reporting practices.	V1	Interactive Lecturing Independent studies classroom	Presentations





C. Course Content

No	List of Topics	Contact Hours
1.	Introduction to Medical Reports	2
2.	Structure of Medical Reports	2
3.	Terminology in Medical Reports	2
4.	Patient History Documentation	2
5.	Diagnostic Data Interpretation	2
6.	Writing Optical Reports	2
7.	Writing Optical Reports (cont.)	2
8.	Case-Based Medical Reporting	2
9.	Reporting Surgical Procedures	2
10.	Ethical Issues in Reporting	2
11.	Ethical Issues in Reporting (cont.)	2
12.	Common Errors in Reporting	2
13.	Advanced Optical Case Reporting	2
14.	Advanced Optical Case Reporting (cont.)	2
15.	Final Review	2
Total		30

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Quizzes	5	10
2.	Mid-Term Exam	8	20
3.	Presentations	12	10
4.	Homework	1 - 15	10
5.	Final Exam	16	50

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	"Essentials of Medical Records and Reports" by Joan Gratto Liebler and Charles McConnell.
Supportive References	"Medical Writing: A Guide for Clinicians, Educators, and Researchers" by Robert B. Taylor.
Electronic Materials	
Other Learning Materials	



2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classrooms, , exhibition rooms
Technology equipment (Projector, smart board, software)	Projector
Other equipment (Depending on the nature of the specialty)	

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Students and Faculty	Direct
Effectiveness of students' assessment	Faculty and Program Leaders	Direct
Quality of learning resources	Students, Faculty and Program Leaders	Indirect
The extent to which CLOs have been achieved	Faculty and Program Leaders	Indirect
Other		

Assessors (Students, Faculty, Program Leaders, Peer Reviewers, Others (specify))

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	Umm Al-Qura University Council
REFERENCE NO.	851141114462/190386
DATE	1446/11/22

