Administrative Master Syllabus

Course Information

Course Title	Legal and Ethical Aspects of Health Information (Capstone Course)
Course Prefix, Num. and Title	HITT 1353 Legal and Ethical Aspects of Health Information
Division	Allied Health
Department	Health Information Technology
Course Type	WECM Course
Course Catalog Description	Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.
Pre-Requisites	HITT 1301
Co-Requisites	None

Semester Credit Hours

Total Semester Credit Hours (SCH): Lecture Hours: Lab/Other Hours	3:3:0
Equated Pay Hours	3
Lab/Other Hours Breakdown: Lab Hours	Enter Lab Hours Here.
Lab/Other Hours Breakdown: Clinical Hours	Enter Clinical Hours Here.
Lab/Other Hours Breakdown: Practicum Hours	Enter Practicum Hours Here.
Other Hours Breakdown	List Total Lab/Other Hours Here.

Approval Signatures

Title	Signature	Date
Department Head:		
Division Chair:		
VPI:		

Additional Course Information

Topical Outline: Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, and clinical or other non-lecture instruction).

A. Introduction to the Legal System
1. Laws, rules and regulations
2. Non-government rule-making bodies
B. Administration of the law
1. Court system
2. Federal quasi-judicial bodies
3. State quasi-judicial bodies
4. Procedures before trial
5. Officers of the court
6. Process of trail
C. Evidence, torts, selected legal doctrines
1. Laws of evidence – admissibility
2. Torts
D. The medical record in legal proceedings
1. Types of legal action requiring evidence from a medical record
2. Property rights of the medical record
3. Custodian of medical records – role in court
4. Preparation of a medical record for court
5. Legal problems with medical records
6. Correction of entries
7. Retention of medical records
8. Conduct in depositions and court
9. Medical records as evidence
E. Release of information
1. Confidential and privileged communications
2. Release of information
3. HIPAA regulations for release of information
4. HIPAA versus state laws for release of information
5. Medical staff minutes, reports and worksheets
6. Procedures
F. Consents
1. Nature of consent
2. Types of consent
3. Who may consent
4. Procedures requiring consent to perform, or release from liability
G. Liability of health care providers
1. Facility liability
2. Professional health care provider liability
H. Current health legislation and bio-ethical issues
1. Current health legislation
2. Bio-ethical issues

Course Learning Outcomes:

Learning Outcomes – Upon successful completion of this course, students will:

Apply local, state and federal standards and regulations for the control and use of health information; demonstrate appropriate health information disclosure practices; and identify and discuss ethical issues in health care.

Methods of Assessment:

Written exams, assignments, role playing exercises, and class discussions

Required text(s), optional text(s) and/or materials to be supplied by the student:

Brodnik, Melanie S. <u>Fundamentals of Law for Health Informatics and Information Management,</u> current edition. Chicago, IL. AHIMA Pressand ehrGo application.

Access to a computer with an external webcam and microphone, a reliable internet connection, and access to the WCJC learning management system.

Suggested Course Maximum:

20

List any specific or physical requirements beyond a typical classroom required to teach the course.

Access to all appropriate technology for online courses.

Course Requirements/Grading System: Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course.

Grading scale:
93—100%   A
85—92%   B
78—84%   C
70—77%   D
69—0%   F

Final evaluation will be based on grades achieved during the semester and the final exam.
Assignments/Attendance 30%
Exams   50%
Final Exam 20%

Curriculum Checklist:

☐**Administrative General Education Course** (from ACGM, but not in WCJC Core) – No additional documents needed.

☐**Administrative WCJC Core Course** – Attach the Core Curriculum Review Forms

    ☐Critical Thinking

    ☐Communication

    ☐Empirical & Quantitative Skills

    ☐Teamwork

☐Social Responsibility

☐Personal Responsibility

☒**WECM Course** – If needed, revise the Program SCANS Matrix and Competencies Checklist