Course Title - Legal and Ethical Aspects of Health Information
Course Prefix and Number – HITT 1353
Department – Health Information Technology
Division – Allied Health
Course Type: (check one)
☐ Academic General Education Course (from ACGM – but not in WCJC Core)
☐ Academic WCJC Core Course
☒ WECM course (This course is a Special Topics or Unique Needs Course:  Y ☒ or N ☐)

Semester Credit Hours #: Lecture Hours #: Lab/Other Hours #: 3:3:0

Equated Pay hours for course: 3

Course Catalog Description - Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.

Prerequisites/Co-requisites – None

Purpose: It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

Prepared by Debbie Lutringer  Date 09/17/2013
Reviewed by Department Head Debbie Lutringer  Date 09/17/2013
Accuracy Verified by Division Chair Carol Derkowski  Date 04/04/2014
Approved by Dean or Vice President of Instruction Amy LaPan  Date 4-4-2014
I. Topical Outline – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, 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 trial

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

II. Course Learning Outcomes
Learning Outcome

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.
- Identify and discuss ethical issues in health care.

Methods of Assessment

- Written exam
- Written exam, exercises, role playing exercises
- Class discussions

III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.

- Texas Health Information Management Association, Health Information Management Manual, TX HIMA, 2002.

Regular access to appropriate technology for www.courses.

IV. Suggested Course Maximum - 20

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

- Lecture/Lab classroom with computers and appropriate software; access to the internet. Instructor must have training in and access to all appropriate technology for www.courses.

VI. 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%

VII. Curriculum Checklist

- Academic General Education Course (from ACGM – but not in WCJC Core)
  No additional documentation needed

- Academic WCJC Core Course
  Attach the Core Curriculum Checklist, including the following:
  - Basic Intellectual Competencies
  - Perspectives
  - Exemplary Educational Objectives

- WECM Courses
  If needed, revise the Program SCANS Matrix & Competencies Checklist.