



**Course Information**

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

**Semester Credit Hours**

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

**Approval Signatures**

<b>Title</b>	<b>Signature</b>	<b>Date</b>
<b>Prepared by:</b>		
<b>Department Head:</b>		
<b>Division Chair:</b>		
<b>Dean/VPI:</b>		
<b>Approved by CIR:</b>		

## 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 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

### 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.

Identify and discuss ethical issues in health care.

**Methods of Assessment:**

Written exam, exercises, role playing exercises

Class discussions

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

Brodnik, Melanie S. Fundamentals of Law for Health Informatics and Information Management. 3<sup>rd</sup> edition, Chicago, IL. AHIMA Press, 2017.

Access to a computer with a webcam and microphone, a reliable internet connection, and access to the WCJC Blackboard website.

**Suggested Course Maximum:**

20

**List any specific 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.

**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