

HCA210: Medical Law and Ethics

Syllabus Overview

This syllabus contains all relevant information about the course: its objectives and outcomes, the grading criteria, the texts and other materials of instruction, and weekly topics, outcomes, assignments, and due dates. Consider this your roadmap for the course. Please read through the syllabus carefully and ask questions if you would like anything clarified. Please print a copy of this syllabus for reference.

Course Description

3 Credits

Prerequisite: None

This course introduces legislation affecting healthcare, along with a review of issues such as professional liability, informed consent, privacy and security laws, and electronic health records. A variety of ethical issues in health care are explored.

Course Outcomes

At the completion of this course, students should be able to:

1. Define both legal and ethical terms as used in health care.
2. Recognize the functions and distribution of responsibility between the federal, state and local governments pertinent to health care.
3. Identify the specific laws pertinent to health care professionals and facilities.
4. Examine the implications of violating the various health care laws.
5. Define fundamental health care ethical principles as they apply to all providers of care and services.

Communication with Your Instructor

You will receive a welcome email from your instructor prior to the start of class. This email will contain your instructor's contact information. Your instructor will also be communicating with you via several methods in the course, including:

- **Announcements** – This communication tool, located on the navigation menu within your course in Canvas, contains important updates. Be sure to check for new announcements from your instructor each time you access your course.

- **Q&A** – Use this discussion board, located on the Home screen in your course, to communicate with your instructor and classmates regarding general course questions (i.e. missing links, assignment clarification, etc.).
- **Inbox** – Use the Inbox, located in the top right corner of Canvas, to send a message to your instructor or classmates.

Materials and Resources

Required or Supplemental Text or Resources:

No textbook purchase is necessary for this course. The readings are all located within in the classroom, the eLibrary or from the internet.

Bookstore Information

The bookstore is located in the left-hand navigation of any Canvas course.

Library Services

Detailed information about the eLibrary can be found in the Student Resource Center. This is a course that all students have access to during their academic career.

Canvas Help Desk and Technical Questions

If you experience technical issues in your course, please contact the Canvas Help Desk by clicking the Help link (top right corner within Canvas). There are 3 ways to contact them:

- Phone (888-628-2749)
- Live chat
- Report a problem (submit a ticket)

Be sure to notify your instructor of any technical difficulties you are experiencing.

Additional resources are available in the Student Resource Center and the Canvas Guides website:

<https://community.canvaslms.com/docs/DOC-4121>

Weekly Schedule

Week 1 Introduction to Law and Ethics	
Outcomes	<ul style="list-style-type: none"> • Explain why knowledge of law and ethics is important to health care practitioners. • Define law, ethics, and moral values as used in health care by health care practitioners. • Discuss the characteristics and skills most likely to lead to a successful career in one of the health care professions.
Readings	<ul style="list-style-type: none"> • Why Do We Study Law and Ethics in Healthcare Adapted from NMSU-A Allied Health Program http://nmsua.edu/files/uploads/AHS-202-LegalandEthical.pdf • What is Medical Ethics and Why Do We Study It? Adapted from Medscape https://www.medscape.com/courses/section/898060 • Why Is a Code of Ethics Important Among Health Care Administrators? • Importance of Laws and Ethics in Healthcare Administration Adapted from https://online.tamucc.edu/degrees/business/mba/healthcare-administration/laws-and-ethics-healthcare-admin/
Lectures	Lecture: Introduction to Law and Ethics
Discussion	3 C's of Care
Assignments	<p>Instructions: Prepare an essay in proper APA format in which the following topic is discussed from your perspective:</p> <p>Why are Medical Ethics Important?</p>
Week 2 Making Ethical Decisions	
Outcomes	<ul style="list-style-type: none"> • Describe and compare need and value development theories. • Identify the major principles of contemporary consequence-oriented, duty-oriented, and virtue ethics reasoning. • Define the basic principles of health care ethics.
Readings	<p>Five Basic Approaches to Ethical Decision Making Meeler, D. (2018). Five Basic Approaches to Ethical Decision Making. https://ethicallyphilosophical.wordpress.com/2018/05/03/five-basic-approaches-to-ethical-decision-making/</p> <p>What is Medical Ethics and Why Do We Study It? Adapted from Medscape https://www.medscape.com/courses/section/898060 (also in Week 1 Reading)</p>

Lectures	Lecture: Making Ethical Decisions
Discussion	Medical Decision Making
Assignments	<p>Instructions: Prepare an essay in proper APA format in which the following topic is discussed:</p> <p>Making Sound Medical Decisions</p>
Week 3	Professional Liability and Medical Malpractice
Outcomes	<ul style="list-style-type: none"> • Define licensure, certification, registration, and scope of practice as they apply to requirements for individuals working in health care. • Summarize the purpose and scope of authority for a state’s medical practice acts and medical boards requirements. • Define liability, law of agency, and respondeat superior. • Describe the reasonable person standard, standard of care, and duty of care. • Explain the four elements necessary to prove negligence (the four Ds). • Discuss patient safety standards as related to medical malpractice prevention.
Readings	<p>Understanding Licensing, Credentialing, Certification, and Privileging ASTHO. (2020). Understanding, Licensing, Credentialing, Certification, and Privileging. https://astho.org/Programs/Preparedness/Public-Health-Emergency-Law/Scope-of-Practice-Toolkit/Understanding-Licensing,-Credentialing,-Certification,-and-Privileging(2)/</p> <p>What is Respondeat Superior in Healthcare Step by Step. (2020) What is respondeat superior in healthcare. https://www.stepbystep.com/what-is-respondeat-superior-in-healthcare-88499/</p> <p>Liability USLegal (2020) https://healthcare.uslegal.com/liability/</p> <p>Healthcare Quality: Medical Errors and Liability Alvandi, M. (2016). Healthcare quality: medical errors and liability https://www.ajmc.com/view/healthcare-quality-medical-errors-and-liability</p> <p>Reasonable Person Standard (definition medical dictionary)</p> <p>Four Elements of Negligence adapted from https://www.carlsonattorneys.com/news-and-update/four-elements-negligence</p>

	<p>7 Best Practices Avoiding Malpractice Lawsuit Swanson, A. (2014). 7 Best Practices Avoiding Malpractice Lawsuit. https://locktonmedicalliabilityinsurance.com/7-best-practices-avoiding-malpractice-lawsuit/</p>
Lectures	Lecture: Professional Liability and Medical Malpractice
Discussion	Elements of Negligence
Assignments	Importance of Oversight
Week 4	Medical Records, Informed Consent and Health Information Technology
Outcomes	<ul style="list-style-type: none"> • Explain the purpose of medical records and the importance of correct documentation. • Discuss medical records ownership, retention, storage, and destruction. • Describe the purpose of obtaining a patient’s consent for release of medical information. • Explain the doctrine of informed consent.
Readings	<p>What is Meaningful Use? Staff. (2020). What is meaningful use. https://www.registerednursing.org/meaningful-use/</p> <p>Think with Your Ink adapted from Dr. Thompson Business Of Healthcare https://www.scp-health.com/providers/blog/think-with-your-ink-4-reasons-why-proper-medical-record-documentation-is-vital</p> <p>The Primary and Secondary Purposes of the Health Record adapted from https://health-faq.com/health-safety/the-primary-secondary-purposes-of-the-health-record/</p> <p>The Importance of Medical Records Management. Smartsheet. (2020).The Importance of Medical Records Management https://www.smartsheet.com/medical-records-management</p> <p>Medical Retention Laws by State Adam, R.C. (2019). Medical Retention Laws by State https://recordinglaw.com/medical-records-retention-laws-by-state/</p> <p>How to Manage Medical Record Retention and Destruction McHugh, R. (2020). How to manage medical record retention and destruction. https://www.shrednations.com/2020/01/manage-medical-records-retention-destruction/</p> <p>Why is Informed Consent so Important? adapted from https://www.fiegerlaw.com/fieger-law-news/2017/february/why-is-patient-consent-so-important-/</p>

	<p>Informed Consent Form Wagner, R. A. (2020). Informed consent form and important. https://www.emedicinehealth.com/informed_consent/article_em.htm</p>
Lectures	Lecture: Medical Records, Informed Consent and Health Information Technology
Discussion	Informed Consent
Assignments	<p>Instructions: Prepare an essay in proper APA format in which the following topic is discussed from your perspective:</p> <p>The Life Cycle of Medical Records</p>
Week 5	Privacy, Security, and Fraud
Outcomes	<ul style="list-style-type: none"> • List the U.S. constitutional amendments and privacy laws that pertain to health care. • Explain HIPAA’s privacy rule. • Identify those laws implemented to protect the security of health care information. • Describe the federal laws that cover fraud and abuse within the health care business environment.
Readings	<p>Summary of the HIPAA Privacy Rule (Links to an external site.) from HHS.gov website</p> <p>Health Information Privacy Law and Policy (Links to an external site.) from HealthIT.gov website</p> <p>Federal Healthcare Fraud and Abuse Laws  from the Office of the Inspector General</p> <p>Fraud and Abuse Laws and Regulations  adapted from http://legal.uclahealth.org/fraud-and-abuse-laws</p>
Lectures	Lecture: Privacy, Security, and Fraud
Discussion	Privacy Laws
Assignments	<p>Instructions: Prepare an essay in proper APA format in which the following topic is researched and discussed:</p> <p>Federal Healthcare Fraud and Abuse Laws</p>

Week 6 Public Health Responsibility of Physicians and Other Healthcare Practitioners	
Outcomes	<ul style="list-style-type: none"> Define and determine the purpose of collecting vital statistics and identify reporting procedures. Summarize the purpose and impact of public health statutes.
Readings	<p>About the National Vital Statistics System (Links to an external site.) from Centers for Disease Control and Prevention (CDC) website</p> <p>Vital Statistics Reporting Guidance (Links to an external site.) from Centers for Disease Control and Prevention (CDC) website</p> <p>What is Public Health? (Links to an external site.) APHA. (2020) What is public health. https://www.apha.org/what-is-public-health</p>
Lectures	Lecture: Public Health Responsibilities of Physicians and Other Healthcare Practitioners
Discussion	Vital Statistics
Assignments	Solving the Outbreak – Interactive Activity
Week 7 Workplace Legalities	
Outcomes	<ul style="list-style-type: none"> Describe the Occupational Safety and Health Administration’s (OSHA) top workplace priorities. Examine the role of health care practitioners in following OSHA, Centers for Disease Control and Prevention (CDC), and Clinical Laboratory Improvement Act (CLIA) standards for workplace safety. Summarize the purpose of workers’ compensation laws and unemployment insurance.
Readings	<p>OSHA Standards: A Guide to Health and Safety Compliance (Links to an external site.) SafetyCulture. (2020). OSHA standards: A guide to health and safety compliance. https://safetyculture.com/topics/osha-standards/ (Links to an external site.)</p> <p>Clinical Laboratory Improvement Amendments (Links to an external site.) from Centers for Disease Control and Prevention (CDC) website</p> <p>Workers Compensation (Links to an external site.) from US Department of Labor website</p>

Lectures	Lecture: Workplace Legalities
Discussion	OSHA
Assignments	Instructions: Prepare an essay in proper APA format in which the following topic is researched and discussed: OSHA Standards and COVID-19
Week 8	Beginning of Life and Childhood; Death and Dying
Outcomes	<ul style="list-style-type: none"> • List those laws affecting health care that pertain especially to children’s rights. • Describe the legal documents used in end-of-life decisions. • Review and evaluate your learning experience in this course.
Readings	<p>Children's Health Act of 2000 Cheriyeath, S. (2018). What is the children's health act of 2000. https://www.news-medical.net/health/What-is-the-Childrens-Health-Act-of-2000.aspx</p> <p>End-of-Life Documents Torrey, T. (2020). End of life and advance directive documents. https://www.verywellhealth.com/advance-directives-documents-2615080</p> <p>Making End-of-Life Decisions: What Are Your Important Papers? Family Caregiver Alliance (2012) Making end of life decisions: What are your important papers. https://www.caregiver.org/making-end-life-decisions-what-are-your-important-papers</p>
Lectures	Lecture: Beginning of Life and Childhood Lecture: Death and Dying
Discussion	Reflection
Assignments	Instructions: Prepare an essay in proper APA format in which the following topic is discussed from your perspective: Why are End of Life Documents Important?

Grading and Evaluation

Your grades will reflect the way in which you present and support your topics and positions in the various learning activities used in this course. The grades will be based on the quality and quantity of your comments and responses in the various activities.

Be sure to review the discussion and assignment rubrics in the course for specific grading criteria.

The various graded activities are weighted as follows:

Course Element	% of Final Grade
Assignments	60
Discussions	40
Total	100%

Students will be expected to meet all the deadlines of the class as indicated throughout the course and in the syllabus. This is primarily so we don't get behind in the course. In addition, discussions cannot overlap from one week to the next. This is to ensure that all discussions and submissions take place within the week they are scheduled in order to be of value to the entire class as well as to help you not get behind. If there are extenuating circumstances, you will need to communicate that to the instructor and make arrangements accordingly, if appropriate.

Late Assignments: Exceptions are to be determined by the instructor on a case-by-case basis. There will be no opportunities for extra credit.

Learner Success Guidelines

These guidelines are provided to help you succeed in your coursework:

- Participate in the class introduction activity on the first day of class.
- Submit ALL assignments by the posted due dates and times.
- Check your emails daily.
- Contact Portal Help for logon problems or Canvas Help for technical issues with Canvas.
- Participate fully in all threaded discussions.
- Contact your instructor if you have questions about an assignment or need additional help completing your work successfully.

Academic dishonesty is grounds for dismissal from the program.

Academic Policies

The following Academic Policies can be found in the [Student Resource Center](#).

- Grading Criteria
- Reasonable Accommodations Policy
- Student Attendance Policy
- Academic Honesty and Integrity Policy

HCA210: Medical Law and Ethics

- Student Engagement and the Granting of Academic Credit
- Copyright Policy

Caveat

The above schedule, content, and procedures in this course are subject to change. All policies are superseded by the latest College Catalog available on our website:

<https://www.cambridgecollege.edu/student-rights-complaints-grievances/student-code-conduct>