



AHS 205 ETHICS AND LAW FOR ALLIED HEALTH PROFESSIONS

Health Sciences –Allied Health Sciences

Fall Semester 2009

Catalog Course Description: This course is an introduction to ethical, bioethical and legal concepts related to allied health professions.

Prerequisite(s): AHS 102

Credit Hours: 3 Credits 3 Lec 0 Lab

Departmental Website: www.midlandstech.edu/healthsciences

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Class Schedule: See Instructor Addendum

Office Hours: See Instructor addendum

Textbook(s): Law & Ethics for Medical Careers, 5th ed. by Karen Judson and Carlene Harrison

Course Objectives: Upon completion of this course the student will be able to:

- Understand the basic language of ethics.
- Discuss the basic language of medical law as it relates to informed consent, torts and malpractice.
- Identify ethical issues within the workplace.
- Discuss medical ethical issues relating to bioethics such as allocation of resources, genetic engineering, abortion and life and death.
- Clarify their positions on ethical issues, understand the nature of their beliefs and be able to defend their beliefs.
- Remain professional and understand and accept that others may have different positions on ethical issues and be able to listen without judgment.

Course Outcomes and Competencies:

Course Outcome 1: The student will demonstrate mastery of critical thinking and writing skills necessary to understand Health Care Law, Ethics and Bioethics.

Course Competency: The student will obtain a 75% or greater on a written report (see criteria) which demonstrates competency in the research of an Ethical, Bioethical or Medical Legal Issue and medical/ethical/legal terms necessary to convey to the reader information appropriate to the topic.

Performance Measurement Instrument: Student will obtain a 75% or greater on a written report following departmental guidelines for paper submission as written in the course syllabus.

Course Outcome 2: The student will demonstrate mastery of ethical skills necessary to analyze difficult situations and apply the best strategy for safe and effective patient care.

Course Competency: The student will demonstrate mastery of ethical skills through achieving at least a 75% on the departmental final exam.

Performance Measurement Instrument: The student will demonstrate mastery through achieving at least a 75% on the departmental final exam.

Course Attendance:

On Campus Courses:

The quality of your learning experience in this class is determined in large by your active participation in the learning process. Therefore, it is important that you make every effort to attend every class. Students are expected to attend all classes and are responsible for class work, homework, lecture notes, reading assignments, etc., whether or not you are present.

There is no such thing as an "excused absence". On certain occasions, circumstances may arise, such as illness, personal issues or transportation problems that prevent you from attending class. In light of that, the maximum number of absences (no matter what the reason is -such as illness, out of town, etc.) allowed is twice the number of meeting times per week.

Students should not be late to class. Students who come in late interfere with the class presentation and disturb the other students in the class. Likewise, students should not leave in the middle of class or before class is dismissed. If you arrive after the roll has been taken, you will be marked absent. It is YOUR responsibility to see the instructor after class on THAT DAY so your absence can be changed to a tardy. Three tardies will be counted as one absence. Missing more than 10 minutes of class, (late arrival or early exit), will constitute an absence.

The student is responsible for keeping up with the number of classes missed. Absences will be counted beginning with the first day of class

Additional items to consider:

- A. Incompletes are awarded only under extenuating circumstances, such as hospitalization, and require the permission of the instructor. All requests must be properly documented. Normally, the course work must be completed not later than the end of the following term.
- B. The instructor is not required to permit makeup work after the fact and may assign a grade of "0". Submitting makeup work for grades may be permitted at the discretion of the instructor provided you make arrangements with your instructor **prior to the due date** of the assignment in question.
- C. You are responsible for making sure all work reaches the instructor. All assignments should be submitted directly to the instructor; if assignments are submitted in any other way, they must be clearly labeled with the instructor's name.

Withdrawal: Should the maximum allowable absences be exceeded prior to midterm, a "W" will be submitted to the registrar to be recorded on the student's transcript. Should the maximum allowable absences be exceeded after midterm, a "W" will be submitted to the registrar if the student was passing the course at the time of withdrawal OR a "WF" will be submitted if the student was failing the course at the time of withdrawal.

Course Requirements: Student will be expected to take part in classroom discussions as well as complete all test and final examination. Make-up work is only at the discretion of the instructor.

Course Grading:

The final grade for this course will be determined as follows:

- | | |
|-----|---|
| 60% | Tests, Quizzes and other assignments per instructor |
| 15% | Report |
| 25% | Final Examination |

Grading Scale:

92-100	A	Superior Work
84-91	B	Good Work
75-83	C	Average Work
0-74	F	Unsatisfactory Work

Classroom Rules/Other:

Mastering the content of this course requires regular attendance in class, consistent study of text material and class notes, and preparation of homework assignments. Students are expected to BE PREPARED FOR and PARTICIPATE in every class meeting. Students are expected to have all assignments completed by the due date.

You are in college. You will be treated and respected as an adult. It is a violation of the MTC Student Code to interfere with the learning process in the classroom. Courteous, attentive behavior is expected at all times. Disruptive behavior in any form will not be tolerated. Students engaged in such behavior will be dismissed from class and subject to disciplinary procedures.

It is expected that all beepers and cellular telephones will be turned off or "set" to the silent mode during class. You may not receive or place telephone calls during class.

No electronic devices will be (including, but not limited to I-pods, MP3 players, etc) will be permitted in class. Tape recorders may be permitted at the discretion of the instructor. A Laptop computer is allowed only if the student uses it to take notes during class.

Be on time! It is inconsiderate to your classmates and disruptive to the class to arrive late. Students are expected to be in their seats ready to start class at the beginning of the class. Leaving during class should only be in case of an emergency. If you know you must leave early, please let the instructor know ahead of time.

Prior to each class, the student should review the previously covered material of the last class period. Additionally, the next chapter should be reviewed, in depth, for complete understanding and class participation.

Course Topic Outline/Course Calendar with Assignments:

WEEK	TOPIC	CHAPTER
	<u>The Foundations of Law and Ethics</u>	
1	Introduction to Law and Ethics	Chapter 1
2.	Working in Health Care	Chapter 2
3.	Law, the Courts and Contracts	Chapter 3
	TEST 1 (Objective)	
	<u>Legal Issues for Working Health Care Practitioners</u>	
4.	Professional Liability and Medical Malpractice	Chapter 4
5.	Defenses to Liability Suits	Chapter 5
	Medical Records and Informed Consent	Chapter 6
6.	Privacy Law and HIPAA	Chapter 7
	TEST 2 (Objective)	
	<u>Professional, Social and Interpersonal Health Care Issues</u>	
7.	Physicians' Public Duties and Responsibilities	Chapter 8
8.	Workplace Legalities	Chapter 9
9.	The Beginning of Life and Childhood	Chapter 10
10.	Death and Dying	Chapter 11
11.	Health Care Trends and Forecasts	Chapter 12
	TEST 3 (Objective and Essay)	

PLEASE NOTE: Should change become necessary, the instructor reserves the right to adjust the requirements, pace, or scheduling of this course. Any change will be announced in class before it becomes effective.

Student Learning Objectives are listed on the first page of each chapter in, Law & Ethics for Medical Careers, 5th ed. by Karen Judson and Carlene Harrison Which include but not limited to the following:

Chapter 1 On completion of this chapter, you should be able to:

- Explain why knowledge of Law and Ethics is important to health care practitioners.
- Recognize the importance of professional codes of ethics.
- Distinguish among ethics, bioethics, etiquette and protocol.
- Define moral values and explain how they relate to law, ethics and etiquette.
- Describe at least 3 bioethical issues of concern for your chosen profession.

Chapter 2 On completion of this chapter, you should be able to:

- Define licensure, registration, certification and accreditation.
- Demonstrate and understanding of how physicians are licensed, how physicians are regulated and the purpose of the medical board.
- Define 4 types of medical practice management systems.
- Discuss 2 federal acts that prohibit fraud and abuse in health care billing.
- Define 3 types of managed care health plans.
- Define telemedicine, cybermedicine and e-health, and discuss their roles in today's health care environment.

Chapter 3 On completion of this chapter, you should be able to:

- Discuss 3 primary sources of law.
- Differentiate between criminal law and civil law.
- Define the concept of tort and discuss how the tort of negligence affects health care.
- List and discuss the 4 essential elements of a contract.
- Differentiate between expressed contracts and implied contracts.
- Discuss the contractual rights and responsibilities of both physicians and patients.
- Relate how the law of agency and the doctrine of "respondeat superior" apply to health care contracts.

Chapter 4 On completion of this chapter, you should be able to:

- Identify 3 areas of general liability for which a physician/employer is responsible.
- Describe the reasonable person standard, standard of care and duty of care.
- Briefly outline the responsibilities of health care practitioners concerning privacy, confidentiality and privileged communication.
- List the 4 elements necessary to prove negligence (the 4 Ds) and explain them.
- Outline the phases of a law suit.
- Name 2 advantages to alternative dispute resolution.

Chapter 5 On completion of this chapter, you should be able to:

- List and define the 4 Cs of medical malpractice prevention.
- Describe the various defenses to professional liability suits.
- Know where to find the statute of limitations for malpractice litigation in your state.
- Discuss 5 different types of medical liability insurance.
- Explain the purpose of quality improvement and risk management within a health care facility.

Chapter 6 On completion of this chapter, you should be able to:

- Explain the purpose of medical records and the importance of proper documentation for legal protection.
- Demonstrate the procedure for making a correction in a medical document.
- Identify ownership of medical records and determine how long a medical record must be kept by the owners.
- Describe the purpose of obtaining a patient's consent for release of medical information.
- Explain the doctrine of informed consent.
- Describe the necessity for electronic medical records and the efforts being made to record all medical records electronically.

Chapter 7 On completion of this chapter, you should be able to:

- Discuss federal privacy laws that pertain to health care.
- Discuss the 4 standards of HIPAA.
- Determine which covered entities must comply with HIPAA provisions.
- Summarize the provisions of the Privacy Rule and how they apply to your profession.
- Recognize and dispel some of the more prevalent myths concerning HIPAA.

Chapter 8 On completion of this chapter, you should be able to:

- List at least 4 vital events for which statistics are collected by the government.
- Discuss the procedures for filing birth and death certificates.
- Explain the purpose of public health statutes.
- Cite examples of reportable diseases and injuries and explain how they are reported.
- Discuss the federal drug regulations, including the Controlled Substances Act.

Chapter 9 On completion of this chapter, you should be able to:

- Identify how the workplace is affected by federal laws regarding hiring and firing.
- Identify 4 areas for which standards are mandated by Occupational Safety and Health Administration (OSHA) for work done in the clinical setting.
- Discuss the role of health care practitioners in following OSHA standards for infection control in the medical office.
- Define the role of Clinical Laboratory Improvement Act (CLIA) 1988 in quality laboratory testing.
- State the purpose of workers' compensation laws and unemployment insurance.
- Determine the appropriate legal process for hiring employees and maintaining the required paperwork while the person is employed.

Chapter 10 On completion of this chapter, you should be able to:

- Define genetics and heredity.
- List several situations in which genetic testing may be appropriate and explain how it might lead to genetic discrimination.
- Define cloning and explain why it is a controversial issue.
- Discuss the different types of stem cells used in research.
- Distinguish between mature and emancipated minors, and discuss those situations where such minors might legally make their own health care decisions.

Chapter 11 On completion of this chapter, you should be able to:

- Discuss accepted criteria for determining death.
- Determine the health care professional's role in caring for the dying.
- Explain differences between a living will and health care proxy and durable power of attorney.
- Discuss the various stages of grief.

- Begin to form a knowledge base for assisting dying patients and their family members through the grieving process as well as forming a personal philosophy concerning death and dying.
- Identify the major features of organ donation in the United States.

Chapter 12 On completion of this chapter, you should be able to:

- Identify the major stakeholders in the United States health care system.
- Describe the major areas of concern to those stakeholders.
- Explain the effect the baby boom generation will have on the U.S. health care system.
- Identify the major improvements in quality of care.
- Describe the major new trends that will affect health care in the U.S. in the next 20 years.

Rubric for Paper

Name	Section		
Criteria	Description:	Points	Criteria Total
Criteria 1	<p>Terminology related to topic: Must be approved by instructor</p> <ul style="list-style-type: none"> • Inclusion of Terms (2 points per term for up to 10 different terms) • Proper contextual usage of Terms (1point per term for up to 10 terms) 	20 15	
Criteria 2	<p>Content: Subject matter should flow & be easily readable.</p> <ul style="list-style-type: none"> • Current data/statistics should be included. • Reader is fully informed at conclusion (methodologies of diagnosis, treatment, prognosis, etc., are completely discussed) 	5 6	
Criteria 3	<p>References: A minimum of 3 references are to be used <u>excluding</u> the textbook, encyclopedias, webopedias and all dictionaries. <i>Sources must be 3 years old or less</i></p> <ul style="list-style-type: none"> • Three or more valid references earns 9 points • Two valid references earns 6 points • One valid reference earns 3 point 	9	()
Criteria 4	<p>Grammar: Sentences should be grammatically correct.</p> <ul style="list-style-type: none"> • Proper grammatical conventions followed • All words spelled properly 	15 10	
Criteria 5	<p>Paper submission requirements:</p> <p>(A) The <u>body</u> of the paper (excludes title page, personal accounts, and citation page) should contain a minimum of 800 words and should be typed utilizing MS-Word software. (NOTE: For online or hybrid courses the Paper should be submitted via instructor’s instructions).</p> <ul style="list-style-type: none"> • 800 words or > earns 4 points • Less than 800 words earns 0 points <p>(B) Reports must be keyed on 8 ½ x 11” white paper using white paper and black ink.</p> <ul style="list-style-type: none"> • Standard 12 point font = 1 point • Double spacing = 1 point • Proper margins = 1 point 	7	
Criteria 6	<p>Title page and Abstract: Should be completed as instructed. (See APA reference guide on the Health Science website under resources).</p> <ul style="list-style-type: none"> • Title page with manuscript page number, running head, Title, author, affiliation • Abstract 100-120 words 	5 2	
Criteria 7	<p>In Text Citations: References are to be properly cited as instructed throughout the paper. Refer to the “In-Text” citations in the APA reference guide on the Health Science website under resources.</p>	6	
Criteria 8	<p>Submission: Late papers will have five points deducted from overall score plus 2 points for each additional day late. This includes weekends and non-class days. Papers submitted late will have a negative score in this category.</p>		
Comments			
Total Points			

*Evidence of Plagiarism will result is “0” points for the paper.



Students are expected to read the student handbook and abide by its policies. Copies of the handbook may be obtained at various locations on campus and is located on the web:
<http://www.midlandstech.edu/planner/>

Academic Dishonesty: The Student Code addresses what constitutes academic dishonesty. All forms of dishonesty including, but not limited to, cheating on tests, plagiarism, collusion and falsification, will call for discipline.

CHEATING ON TESTS includes:

- Copying from another student's paper.
- Using materials during a test not authorized by the person giving the test.
- Collaborating with any other person during a test without permission.
- Knowingly obtaining, using, buying, selling, transporting, or soliciting in whole or part the contents of any un-administered test.
- Bribing any other person to obtain information about tests.
- Substituting for another student, or permitting another student to substitute for one-self.

PLAGIARISM is the appropriation of any other person's work and unacknowledged incorporation of that work in one's own work offered for credit.

Campus Emergency Protocol: Students and employees are asked to report safety concerns or suspicious activities to Campus Security at 7199 (on campus) or 738-7199 (cell phone or off campus). In the event of an emergency, employees and/or students should immediately call Campus Security or local 911. If an emergency occurs, the college will use a variety of methods to communicate additional information and instructions including the MTC Information Centers, campus loud speakers, MTC Alerts! (http://www.midlandstech.edu/Phone_Alert.htm), voice mail, email, college Intranet, and the MTC website homepage.

Inclement Weather Policy: In the event weather conditions or other emergencies cause the closing or a delayed start of Midlands Technical College, announcements will be made over local radio and TV stations, on the MTC Web site, and on the college's information line (803-738-8234). Notices will be sent to students via Campus Cruiser Mail when applicable. Separate announcements may be made for day and evening classes as weather conditions change during the day.

If the college closing or reopening means that there is at least 30 minutes of a class remaining, plan to attend that class. For example, if the college opens at 10:00 a.m. in TTH, classes that normally meet at 8:00 a.m. will not meet, but classes beginning at 9:30 a.m. will meet. If the college closes at 8:00 p.m., 6:00 p.m. classes will meet for their regular time, but 7:35 p.m. classes will not meet since there are fewer than 30 minutes remaining in class.

Student E-Mail Accounts: All MTC students are assigned a college e-mail account upon admission to the college. This account is called "Campus Cruiser Mail." Campus Cruiser Mail is the primary mode by which the college communicates with students. Students are responsible for checking their college e-mail on a regular basis for important information and announcements about registration, financial aid, cancelled classes, emergency announcements and other notices. Students can use their college e-mail accounts to communicate with faculty, staff, fellow students, and others, in support of their educational pursuits. In addition to e-mail, students will also have access to maintaining personal calendars and "tasks lists" through their Campus Cruiser e-mail account.

Student Evaluation of Instruction: Students have the opportunity to evaluate this course. The confidential evaluation process is conducted through MTC Online using the individual student's username and password. Announcements will be made during the term concerning how and when to complete the online evaluation. Students are encouraged to participate in this process.

Students Requiring Special Accommodations: If special accommodations are needed for a student with a disability, the student should go to Counseling Services on Beltline or Airport Campus for assistance. Documentation regarding a specific disability is required in order for special arrangements to be made. Confidentiality of information received will be maintained.