

10/27/2024 DATE
☒ REQUIRED COURSE
☐ ELECTIVE COURSE

BUS DIVISION
☐ NEW COURSE
☒ REVISION

Lake Land College

Course Information Form

COURSE NUMBER:	MCS-092	TITLE: (30 Characters Max)		Health Information and the Law							
SEM CR HRS:	3	Lecture:	3	Lab:	0	ECH:	3				
Course Level:	<input type="checkbox"/> Gen Ed / IAI	<input checked="" type="checkbox"/> Career/Technical	Clinical Practicum:	0	Work-based Learning:	0	WBL ECH:	0			
	<input type="checkbox"/> Baccalaureate /Non-IAI	<input type="checkbox"/> Dev Ed/ Not in Degree Audit									
COURSE PCS #	12		IAI Code				Contact Hours Per Week				
Repeatable (Y/N):	N	Pass/Fail (Y/N):	N	Variable Credit (Y/N):	N	Min:	Max:	16 Wks	150	8 Wks	300
Prerequisites:	None										
Corequisites:	None										
Catalog Description: (40 Word Limit)	This is an advanced course focused on the American Legal System and the impact the law has in health information.										

List the Major Course Segments (Units)	Contact Lecture Hours	Contact Lab Hours	Clinical Practicum	Work-based Learning
Workings of the American Legal System	4			
Court systems and legal procedures	4			
Judicial process of health information	4			
Principles of liability	4			
Ethical standards	2			
Ethical decisions and challenges	2			
Patient records requirements	4			
Confidentiality and informed consent	3			
Access to health information	3			
Specialized patient records	3			
Risk, quality and utilization management	3			
Information systems	3			
Healthcare fraud and abuse	3			
Law and ethics in the workplace	3			
TOTAL	45	0	0	0

EVALUTION			
QUIZZES <input checked="" type="checkbox"/>	EXAMS <input checked="" type="checkbox"/>	ORAL PRES <input type="checkbox"/>	PAPERS <input checked="" type="checkbox"/>
LAB WORK <input type="checkbox"/>	PROJECTS <input checked="" type="checkbox"/>	COMP FINAL <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>

COURSE MATERIALS	
TITLE:	Fundamentals of Law for Health Informatics and Information Management
AUTHOR:	Brodnik, Melanie
PUBLISHER:	AHIMA
VOLUME/EDITION/URL:	4th
COPYRIGHT DATE:	2023

MAJOR COURSE SEGMENT	HOURS	LEARNING OUTCOMES
		<i>The student will be able to:</i>
Workings of the American Legal System	4	1. Differentiate between public and private law. 2. Compare and contrast contract and tort law. 3. Identify and explain the differences between various sources of law. 4. Describe the branches of government and their roles in creating, administering, and enforcing law. 5. Explain the process of how a bill becomes a law.

Court systems and legal procedures	4	<ol style="list-style-type: none"> 1. Compare and contrast subject matter jurisdiction between the federal and state court systems. 2. Identify the steps in a civil lawsuit. 3. Distinguish among the different forms of discovery. 4. Explain the uniqueness of e-discovery and electronically stored information. 5. Differentiate between the types of alternative dispute resolution.
Judicial process of health information	4	<ol style="list-style-type: none"> 1. Define the following legal terms associated with the role of a health record in a lawsuit: evidence, admissible, and hearsay. 2. Explain why health records are considered hearsay evidence. 3. Explain how the health information manager establishes the foundation and trustworthiness requirements for admitting the health record into evidence. 4. Explain the use and application of the physician-patient privilege. 5. Discuss the differences among a subpoena, a subpoena ad testificandum, and subpoena duces tecum. 6. Compare and contrast the three recommended responses of a health information manager to the presentation of a subpoena.
Principles of liability	4	<ol style="list-style-type: none"> 1. Describe each of the following relationships: physician-patient, hospital-patient, and hospital-physician. 2. Define medical malpractice and negligence. 3. Identify the elements of a negligence claim. 4. List the methods a plaintiff may use to establish the standard of care in a medical malpractice case. 5. Distinguish among the three types of damages.
Ethical standards	2	<ol style="list-style-type: none"> 1. Differentiate between ethics, morals, values, etiquette, and law. 2. Understand ethical concepts and their applications to the health care field. 3. Explain ethical theories.
Ethical decisions and challenges	2	<ol style="list-style-type: none"> 1. Understand the ethical decision-making process. 2. Describe the factors that influence the decision-making process. 3. Define codes of ethics and discuss their importance. 4. Identify ethical challenges in general and their application to the role of supervision, the field of health care, and the specialized area of health information management.
Patient record requirements	4	<ol style="list-style-type: none"> 1. Summarize the multiple functions and uses of a health record. 2. Differentiate between proper and improper methods for a health provider to correct the health record. 3. Compare and contrast the procedures used to comply with or refuse a patient's request to correct the record. 4. Explain what role a statute of limitations plays in a record retention policy. 5. Identify the importance of keeping permanent evidence of a record's destruction in the ordinary course.

Confidentiality and informed consent	3	<ol style="list-style-type: none"> 1. Explain the interrelationship between confidentiality and privacy. 2. Identify and discuss the three sources of law on which the right of privacy is based. 3. Discuss the concept of substituted consent and its application to minor patients. 4. Define the term advance directive. 5. Distinguish between living wills and durable powers of attorney for health care.
Access to health information	3	<ol style="list-style-type: none"> 1. Explain the concept of a notice of information practices. 2. List the core elements of a valid release of information form. 3. Explain the principle of the minimum necessary standard. 4. Identify who is granted authority to release health information. 5. Describe the methods employed to disclose health information.
Specialized patient records	3	<ol style="list-style-type: none"> 1. Discuss the regulations governing patient identification and their practical application. 2. Identify those instances where disclosure of health information of substance abuse treatment may be made without written patient consent. 3. Summarize the benefits and risks associated with genetic information. 4. List the tests used to identify and/or confirm positive HIV results. 5. Describe the situations in which employers may require HIV/AIDS testing of employees.
Risk, quality and utilization management	3	<ol style="list-style-type: none"> 1. Compare and contrast risk management with quality management. 2. Define an incident report. 3. Analyze the variations of peer review statutes. 4. Describe the utilization review process.
Information systems	3	<ol style="list-style-type: none"> 1. Compare and contrast the three broad categories of laws and regulations governing the creation and storage of an electronic record. 2. List the types of lawsuits that may arise from a breach of confidentiality of an electronic health record. 3. Identify the electronic tools that have transformed the healthcare field's business processes. 4. Explain why the field of telemedicine has not advanced more rapidly.
Healthcare fraud and abuse	3	<ol style="list-style-type: none"> 1. Explain the meaning of fraud and abuse. 2. Compare and contrast the major laws supporting a prosecution of healthcare fraud and abuse. 3. List and describe the roles of various law enforcement agencies in the prosecution of healthcare fraud and abuse. 4. Explain the meaning of compliance and compliance programs. 5. List the components of a compliance program.

Law and ethics in the workplace	3	1. Define the concept of employment and differentiate between the various types of employees. 2. Explain the concept of the at-will employment doctrine. 3. Describe the interplay between ethics and law in the context of employment. 4. Trace the development of employee rights. 5. List and describe the various civil rights and workplace protection laws that relate to human resource management.
	45	

Outcomes*		At the successful completion of this course, students will be able to:
Course Outcome		Describe the branches of government and their roles in creating, administering, and enforcing law.
Course Outcome		Explain how the health information manager establishes the foundation and trustworthiness requirements for admitting the health record into evidence.
Course Outcome		Identify the importance of keeping permanent evidence of a record's destruction in the ordinary course.
Primary Laker Learning Competency		Information & Technology Literacy: Students evaluate information effectively using the appropriate technological tools.
Secondary Laker Learning Competency		Critical Thinking: Students connect knowledge from various disciplines to formulate logical conclusions.

*Course and program outcomes will be used in the software for outcomes assessment and should include at least 1 primary and 1 secondary Laker Learning Competency. Limit to 3-5.