# MED 182/682 Healthcare Law & Ethics

# Course Master Syllabus

## Course Information

**Catalog Description:** This course introduces the student to the legal and ethical aspects of the medical office and provides a foundation which is intended to aid in preventing malpractice litigation and to inform and alert employees in the health care delivery system of their legal and ethical obligations and rights, and those of the physician and patient.

**Prerequisite(s):** None

**Corequisite(s):** None

**Credits:** 3

**Hours:** 3.5 (60 classroom hours) *Last class session 4 hours

**Required Text(s):** Flight, M., Pardew, W. (2023). *Applied law & ethics in healthcare*. 1st ed. Cengage.

**Supplemental Materials:**

## Instructor Information

**Instructor's Name:**

**Contact Information:**

**Office Hours:**

## Goals of the Medical Assisting Program

The medical assisting program at Warren County Community College endeavors to reach, at a minimum, the following goals: To prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. Students of the medical assisting program must accomplish these goals and competencies in order to be eligible for program completion. The curriculum is also designed to foster critical thinking, interpersonal skills, leadership skills, ethical sensitivity, and professional responsibility to perform all administrative and clinical

competencies in the field of Medical Assisting. The program will support the institutional mission of the college (to build a community of learners through accessible, quality learning opportunities) and meet the needs and expectations of the communities of interest.

## Class Core Competencies

The following core competencies are embedded in this curriculum:

- Communicate effectively in both speech and writing.
- Use scientific method of inquiry, through the acquisition of scientific knowledge.
- Understand ethical issues and situations.
- Address an information need by locating, evaluating, and effectively using information.

## Class Learning Assessment

| Student Learning Outcomes | Suggested Means of Assessment |
|---|---|
| Recognize how the foundations of Law and Ethics affects decision making in the healthcare environment | Written exams, graded homework assignments, graded practical activities, graded discussion board assignments |
| Identify various legal issues for working healthcare practitioners | Written exams, graded homework assignments, reaction paper |
| Recognize professional, transitional, and Societal health care issues | Written exams, graded homework assignments, reaction paper |
| Determine the medical assistant's role pertaining to legal and ethical boundaries that define the scope of duties for medical assistants in the State of New Jersey | Written exams, graded homework assignments |
| Differentiate between scope of duties and standards of care for medical assistants | Written exams, graded homework assignments |
| Obtain American Health Association Healthcare Provider CPR certification and learn basic first aid procedures | Written exams, laboratory skills assessments (including work products), and practical performance with certified AHA CPR provider |

## Grading System

| Letter Grade | Percentage Range |
|---|---|
| A | 90 to 100 percent |
| B Plus (B+) | 87 to 89.9 percent |
| B | 80 to 86.9 percent |
| C Plus (C+) | 77 to 79.9 percent |
| C | 70 to 76.9 percent |
| D | 60 to 69.9 percent |
| F | Below 60 percent |

## College Information

**Disability Services**
Disability Services Webpage

**Statement and Policy on Cheating, Plagiarism, and Academic Conduct**

Academic Conduct Policy (Policy 304) [PDF]

Students are required to perform all the work specified by the instructor and are responsible for the content and integrity of all academic work submitted. A violation of academic integrity will occur if a student: (1) knowingly represents work of others as one's own, (2) uses or obtains unauthorized assistance in any academic work, (3) gives fraudulent assistance to another student, or (4) furnishes false information or other misuse of college documents.

Unauthorized use of Artificial Intelligence (AI) is prohibited unless the instructor explicitly permits it in the syllabus or assignments. If tools such as ChatGPT are permitted by an instructor to be used for an assignment, they should be used with caution and with proper citation. In all such cases, you may only use the specific tools identified as acceptable and you must adhere to the College's standards for attribution, validation, and transparency.

In cases of suspected violation of academic integrity, the incident is to be reported to the Office of Academics. A student found guilty of violating the rule of academic integrity by the Vice President of Academics will be considered to have failed in personal obligation to the College; such failure will be subject to disciplinary action by the

College. Unless otherwise notified, the instructor will allow students who are pending disciplinary action to attend class.

**Tutoring and Testing at the Instructional Support Center (ISC)**

- Instructional Support Center (ISC) Webpage

**WCCC Library Services**

- WCCC Library Website

**Citation Styles and Formatting**

Work submitted for any Warren County Community College course must conform to the required formatting and citation style that are specified by the instructor. The Library and Instructional Support Center can assist students with formatting and citations for assignments and papers.

**WCCC Attendance Expectations**

The College expects students to attend and participate in all classes. This involves sharing discussions and lectures in class, as well as interacting with other students. Grades are based on the quality of work students complete in meeting the requirements for a particular course, as stated in the course syllabus and catalog description. Attendance, among other factors, may be an additional criterion for assigning grades. Students should realize that they are responsible for all class meetings and that work missed because of absences may affect their grades. Attendance in online classes is determined by the completion of assignments/ tests. Students who have not completed any assignments or tests will be considered non-attending and receive an NF grade in online classes.

**Class Attendance Expectations**

## Topical Outline

- The big business of healthcare, law, & regulations
- Constitution to the courtroom
- Criminal acts and intentional torts
- Contracts
- Medical malpractice and other law suits
- The health record ethics

- Law & ethics of patient confidentiality
- Professional ethics and the living
- Birth and the beginning of life
- Death and dying

## MAERB Core Curriculum Copentencies

The following MAERB Core Curriculum Competencies are taught and assessed in this course:

**Cognitive Domain**

- X.C. 3 Identify components of the Health Insurance Portability & Accountability Act(HIPAA)
- X.C. 4 Identify the standards outlined in The Patient Care Partnership
- X.C. 6 Identify criminal and civil law as they apply to the practicing medical assistant
- X.C. 7 Define:
    a. Negligence
    b. Malpractice
    c. statute of limitations
    d. Good Samaritan Act (s)
    e. Uniform Anatomical Gift Act
    f. living will/advanced directive
    g. medical durable power of attorney
    h. Patient Self Determination Act (PSDA)
    i. risk management
- X.C. 8 Identify the purpose of medical malpractice insurance
- X.C. 9 Identify legal and illegal applicant interview questions
- X.C.10 Identify:
    a. Health Information Technology for Economic and Clinical Health (HITECH) Act
    b. Genetic Information Nondiscrimination Act of 2008 (GINA)
    c. Americans with Disabilities Act Amendments (ADAAA)
- X.C. 11 Identify the process in compliance reporting:
    a. unsafe activities
    b. errors in patient care
    c. conflicts of interest
    d. incident reports
- X.C. 12 Identify compliance with public health statutes related to:
    a. communicable diseases

    b. abuse, neglect, and exploitation
    c. wounds of violence
- X.C. 13 Define the following medical legal terms:
    a. informed consent
    b. implied consent
    c. expressed consent
    d. patient incompetence
    e. emancipated minor
    f. mature minor
    g. subpoena duces tecum
    h. respondent superior
    i. res ipsa loquitor
    j. locum tenens
    k. defendant-plaintiff
    l. deposition
    m. arbitration-mediation
- XI.C. 1 Define:
    a. ethics
    b. morals
- XI. C. 2 Identify personal and professional ethics
- XI. C. 3 Identify potential effects of personal morals on professional performance

**Psychomotor Domain**

- XI.P.1 Demonstrate appropriate response(s) to ethical issues
- X.P.2 Apply HIPAA rules in regard to:
    a. privacy
    b. release of information

Affective Domain Skills embedded in Psychomotor Skills (within competency work product sheets): A.1 Demonstrate critical thinking skills, A.2 Reassure patients, A.3 Demonstrate empathy for patients' concerns, A.4 demonstrate active listening, A.5 Respect diversity, A.6 Recognize personal boundaries, A.7 Demonstrate tactfulness, A.8 Demonstrate self-awareness.

## Grading Methods

| Assignment | Points/Percentage |
|---|---|
| Tests and quizzes | 50% |

| Assignment | Points/Percentage |
|---|---|
| Papers/projects/work products | 20% |
| Class participation | 5% |
| Final Exam | 25% |

## CAAHEP

CAAHEP requires that medical assisting students pass 100% of all psychomotor and affective domain objectives and competencies in order to be eligible for program completion. 75% or higher is considered passing for all courses and related competencies. Students may make 3 attempts to successfully complete each work product competency.

## Late Work Policy

Late work is unacceptable unless prior arrangements have been made with the appropriate instructor.

## Missed Exam Policy

Scheduled exams cannot be cut. Illness and excused absences are the exceptions. Absence for an exam or quiz will result in a 10% grade deduction on that assessment.

Students who miss a scheduled examination must make arrangements with the instructor and/or the ISC department to schedule a time to make up that exam.

Class Participation includes attendance. Students will realize a 10% deduction for each absence. In order to achieve full credit for Participation, students must attend all scheduled sessions, come to class prepared, and participate fully.

*Please refer to Medical Assisting Program Policy in the Medical Assisting Handbook.

## Itinerary

| Unit | Readings/Assignments |
|---|---|
| 1 | 1-The Big Business of Healthcare and You |
| 2 | 2-Laws and Regulations |

| Unit | Readings/Assignments |
|---|---|
| 3 | 8-Introduction to Ethics |
| 4 | No Class |
| 5 | 3-From Constitution to Courtroom |
| 6 | Test #1 |
| 7 | 5-What Makes a Contract |
| 8 | 6-Medical Malpractice and Other Lawsuits Continued |
| 9 | Test #2 |
| 10 | 7-The Health Record |
| 11 | 9-Laws and Ethics of Patient Confidentiality |
| 12 | Test #3 |
| 13 | 10-Professsional Ethics and the Living |
| 14 | 4-Criminal Acts and Intentional Torts |
| 15 | Final Project Compilation-Title and 3 Resources |
| 16 | Test #4 |
| 17 | Bioethics Research |