

## Master Syllabus

### HIM 1204 - Medicolegal & Ethics in Healthcare Records

**Division:** Health Sciences

**Department:** Health Information Management

**Credit Hour Total:** 2.0

**Lecture Hrs:** 1.0 **Lab Hrs:** 2.0

**Prerequisite(s):** DEV 0035

**Date Revised:** April 2015

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#### Course Description:

Evaluation of health care records as legal documents; special emphasis on policies and procedures concerning release of medical information and protecting patient confidentiality; principles and organization of the judicial system; health care fraud and abuse and Health Insurance Portability and Accountability Act (HIPAA) regulations. Ethical issues in health care settings addressed. One classroom, two lab hours per week.

#### General Education Outcomes:

- ▣ Critical Thinking/Problem Solving Competency
- ▣ Written Communication Competency
- ▣ Values/Citizenship/Community Competency
- ▣ Computer Literacy Competency

#### Course Outcomes:

##### Maintenance/disclosure/rediscovery of protected health information (PHI)

Interpret laws, regulations, standards, and ethics that govern and control the maintenance, disclosure, and re-disclosure of health information.

**Assessment Method:** Performance appraisals

**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations

**Performance Criteria:** Score 77% or higher

##### Statutory requirements of highly sensitive protected health information (PHI)

Apply appropriate statutory requirements and/or applicable standards of practice to requests for access, use and disclosure of highly sensitive information.

**Assessment Method:** Performance appraisals

**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations

**Performance Criteria:** Score 77% or higher

##### Elements of Medical Negligence

Appraise elements of negligence as related to standards of practice for the healthcare facility and the healthcare professions.

**Assessment Method:** Performance appraisals

**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations

**Performance Criteria:** Score 77% or higher

##### Confidential/Non-confidential Health Information

Distinguish between confidential and non-confidential information within a healthcare information system.

**Assessment Method:** Performance appraisals

**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations

**Performance Criteria:** Score 77% or higher

##### Professional behavior

Demonstrate the personal behaviors, attitudes, and values consistent with and appropriate to the entry-level Health Information Management (HIM) professional.

**Assessment Method:** Behavioral observations

**Performance Criteria:** Score 77% or higher

**Assessment Method:** Performance appraisals

**Performance Criteria:** Score 77% or higher

##### Legal Consent

Interpret legal issues related to obtaining consent for treatment by healthcare facilities and healthcare professionals.

**Assessment Method:** Performance appraisals

**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations

**Performance Criteria:** Score 77% or higher

##### Access/use/disclosure of highly sensitive protected health information (PHI)

Interpret laws, regulations, and standards of practice to legal aspects of quality improvement, risk management and corporate compliance programs.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Ethical Standards/responsibility for protected health information (PHI)**

Apply ethical standards and moral responsibility for protecting the privacy and confidentiality of health information.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Health Insurance Portability and Accountability (HIPAA) regulatory policies**

Apply regulatory policies and procedures for access and disclosure of protected health information (PHI) as required by the HIPAA Privacy Rule.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Legal Health Record**

Distinguish between the components of the court system and trial process as related to the use of medical or health information in litigation.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Access to confidential Protected Health Information (PHI)**

Assess general legal principles governing access to confidential health information in a variety of circumstances.

**Assessment Method:** Focus groups  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Legislative initiatives in health information technology (HIT)**

Assess the relevance of federal, state, and private sector initiatives related to the privacy, security, and confidentiality of health information technology.

**Assessment Method:** Focus groups  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Malpractice and Health Records**

Report potential malpractice problems based upon legal principles and standards of practice for healthcare professionals and/or facilities.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Health Insurance Portability and Accountability (HIPAA) regulatory procedures**

Apply regulatory policies and procedures as related to the HIPAA Security Regulations.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Evidence in Healthcare Records**

Differentiate between types of evidence, process of e-discovery and the permissible use of evidence in litigation.

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

### **Legal Systems**

Differentiate between the types and sources of law, which constitute a basis for the use of medical or health information in litigation.

**Assessment Method:** Focus groups  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Performance appraisals  
**Performance Criteria:** Score 77% or higher

**Assessment Method:** Simulations  
**Performance Criteria:** Score 77% or higher

**Outline:**

Legal system  
Legal health record  
Evidence in healthcare records  
Elements of medical negligence  
Malpractice and health records  
Legal consent  
Confidential/Non-confidential health information  
Access to confidential protected health information (PHI)  
Maintenance/disclosure/redisclosure of PHI  
Health Insurance Portability and Accountability (HIPAA) regulatory policies  
HIPAA regulatory procedures  
Statutory requirements of highly sensitive PHI  
Access/use/disclosure of highly sensitive PHI  
Ethical standards/responsibility for PHI  
Legislative initiatives in health information technology (HIT)  
Professional behavior