**Department of Allied Health**

**Syllabus: Healthcare Law and Ethics - AH 204**

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| **Course Title:** | Healthcare Law and Ethics |
| **Description**: | This course provides students with fundamental principles on the moral,  legal and ethical aspects pertinent in medical and health care. Topics include:  rights and responsibilities of healthcare consumers; consequences of illegal and  unethical behavior; malpractice, liability and criminal offenses; healthcare laws  and regulations; and challenges of ethical dilemmas. |
| **Prerequisite:** | ENGL 101 |
| **Credit Hours:** | Three (3) |
| **Required Text:** | Judson, K., and Harrison, C. ***Law & Ethics for the Health Professions***  6th Ed., The McGraw-Hill Corporation, Inc. 2010  ISBN: 978-0-07-337471-0 |
| **Instructor:** | Dorothy R. Koteski, Professor,  Department of Allied Health  Office Number: W1-5 Office Hours: by appointment  E-mail Address: [dkoteski@ccp.edu](mailto:dkoteski@ccp.edu)  Phone Number: 215.751.8948 Option #1 |

**Computer Needs and Resources:**

(1) Please check the compatibility of your computer with the College Distance Education web page.  The link is [www.ccp.edu/site/de](C:\\Users\\Dorothy R Koteski\\Documents\\Spring 2014 AH 204 Course Information\\www.ccp.edu\\site\\de)

(2) The browser which best supports Canvas is Firefox. You might experience some difficult using other browsers. Another advantage of Firefox is that it has spell check imbedded into it.

(3) Remember **to utilize** and refer to the Distance Education web page for Canvas tutorials, which includes resetting passwords, assignment submission, posting discussions, etc.

**Course Objectives:**

The student will be able to:

* Explain the value of health care professionals having knowledge of fundamental medical law and ethics and describe consequences of illegal and unethical behavior and healthcare workplaces;
* Recognize patient-healthcare professional relationships and elements of care which complies with acceptable legal and ethical boundaries;
* Describe the influence of technology on health care and explain ethical and legal issues that may arise from use of technology;
* Express a working knowledge of basic law and the court system; explain concepts such as criminal and civil law; duty of care, fraud, and abuse;
* Explain essential concepts related to medical law and ethics such as liability, malpractice, negligence, and identify the rights of patients and responsibilities of health care professionals regarding contracts, consent, standard of care, privileged communication, and end of life matters;
* Identify and describe the importance of pertinent legislation, regulations, and policies related to the delivery of healthcare such as the American with Disabilities Act (ADA) and Health Insurance Portability and Accountability Act (HIPAA);
* Identify and describe the role of organizations that develop policies and regulations related to healthcare delivery such as the Drug Enforcement Agency (DEA), the Joint Commission on Accreditation of Health Organizations (JCAHO), Occupation Safety and Health Act (OSHA). Equal Employment Opportunity Commission (EEOC.); state medical boards and ethical committees/board of healthcare organizations; and,
* Discuss and identify moral and ethical issues and dilemmas pertaining to end-of-life-matters; women’s reproductive rights, right of children, stem cell research, genetic testing and engineering.

**Course Format:**

This is a distance learning, flexibly paced course which is accessed via the Internet; however, students must follow the weekly course Modules in Canvas Templates and adhere to deadlines.

**Attendance:**

While there are no in-person classes for this course; attendance is monitored by course participation and student log records. Each week of the semester has a Module which is available on Sundays; the Module contains instructions for the week’s activities. In addition to opening Modules, students should check the course site for any additional announcements, instructions and/or feedback during the week.

The instructor, as in accordance with College policy, has the right **“to drop any student who misses the equivalent of two weeks of class without an acceptable excuse.”** Missing quizzes (exams) and required course submission equates to absence from the course.

**Quizzes (Exams):**

Canvas uses the term "quizzes" for exams.   All quizzes are taken online. Refer to the Topic Outline/Schedule for dates; **the testing period is over 72-hours (three days; specific 72 hour dates are stated for each exam.** You need to begin taking quizzes in a timely manner and well before the 11:55 pm deadline of the last specified date so that you have time to complete it. **Missed quizzes will be recorded as a zero. There are no make ups.**

**Exam Policy Regarding Legitimate Interruption with INTERNET or Computer Connection DURING the Testing Period:**

Should you have a problem while taking your exam/quiz, you must contact me (through Canvas) immediately via email or phone and describe your difficulty. Failure to do so will typically result in receiving a zero. If I deem that your difficulty was legitimate, I will notify you with my decision to re-set the quiz for you. **It is your responsibility to continually check your email for a respons**e.

**Continued and repeated** loss of Internet connection/computer problems during testing will require that you take a cumulative final quiz (exam), in person on campus; additionally, I may require you to come to campus to take quizzes in my presence and/or have penalty points deducted from your score.

In the event of any emergency or accident resulting in the inability to take an exam during the exam period, a written explanation and submission of appropriate, well documented and official documentation must be presented in a timely manner. Notes from family members are not acceptable and a physician’s note may not be sufficient until it can be validated upon verification.

**Graded Assignments:**

Graded assignments constitute a portion of the final course grade. All of these will have stated due dates.

Students will have two weeks to complete assignments between the date of the assignment and the due date. If I accept a late assignment it will automatically have a 10% penalty; a second late assignment by the same student will automatically have a 20% penalty; any further late assignments by the student will not be accepted and will be marked as a zero. No assignments will be accepted if they are submitted more than three days after the stated due date.

Refer to Canvas Instructure information on submitting assignments. Completed assignments and other activities are to be the original work of the student. Assignments which are copied directly from articles, websites, etc. are original creations of others; copying work of others is plagiarism.

**Discussions:**

There are some discussion assignments in this course. Students are expected to actively engage in them. Postings and replies to other students should demonstrate college level writing, spelling and grammar. Students must post directly in discussions; using an attachment will not be acceptable. Students must participate in discussions within the stated timeline to receive a grade. **Texting style writing is neither appropriate nor acceptable.** Students should **demonstrate respectful decorum and etiquette** toward other students when they reply to a fellow student’s discussion postings.

**Grading and Composition of Final Grade:**

The Allied Health Department grading scale is below. **It differs from the College grading scale**. **A** = 100 to 92%; **B** = 91 to 84%; **C** = 83 to 75%; **D** = 74 to 70%; **F** = 69 and less

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| Quizzes | 25% |
| Mid Term Quiz (Exam) | 20% |
| All other graded activities | 30% |
| Final Quiz (Exam) | 25% |
| Total | 100% |

**Student Expectations and Responsibilities:**:

Students are expected to read each unit, complete assignments in the textbook and online assignments, as well as utilize online textbook access tools. Time management and advance planning are something to consider. Plan ahead now to complete and submit your assignments ahead of each deadline and not in the last minutes. Distance education students are expected to have computer access at home. **Since computers can freeze, Internet connections can be lost, etc., plan now to have access to another computer** (This is especially stressful if you wanted until the last minute to complete an assignment or take a quiz).

The Student Academic Computer Center (SACC) is available to all students; in addition to Main Campus, the three satellite campuses, Northeast, Northwest, and West Philadelphia campus have computers available for students. You can contact the campus site for their hours of operation.

**Center on Disability:**

Students with documented disabilities who require special educational needs will be provided specific accommodations on an individual needs basis to enhance access to instruction, assessment, and evaluation. The intention of the College is to provide services which assists in achieving maximum independence. The Center on Disability can be reached at 215-751-8050.

**College Rules and Regulations:**

Students should access and read the College Student Handbook for college-wide policies.

**To Students Receiving Financial Aid:**

Students should refer to the College Student Handbook for college-wide policies for specific information regarding this.

**Statement on Plagiarism and Cheating:**

Plagiarism is the unauthorized use or close imitation of the words and thoughts of another person, and representation of them as one’s own original work. This could include, but is not limited to, copying information directly from a book, journal, magazine, Web site, or another student. Modern technology has made plagiarism very easy to do, but it is no more acceptable in academia than it ever was. Homework assignments are meant to be your words. DO NOT COPY from other sources or students. The Internet also makes it easy for instructors to catch plagiarism. Students suspected of plagiarism may receive a grade of zero on an assignment or exam, and incidents of suspected plagiarism will be reported to College administration. Ensure that all sources used for assignments are referenced appropriately. Students must do their own work, cheating will not be tolerated. All assignments in this course are individual assignments.

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