**Department of Allied Health**

**Syllabus: Medical Law and Ethics - AH 204-951 Hybrid: Ten Week Semester**

**COURSE TITLE: Medical 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 and providers; the consequences of illegal and unethical behavior; malpractice, liability, and criminal offenses; healthcare laws and regulations and challenges of ethical dilemmas**.**

**PREREQUISITE:** ENGL 101

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| **CREDIT HOURS:** | Three (3) |
| **REQUIRED TEXT:** | Judson, K., and Harrison, C.  ***Law & Ethics for the Health Professions***  8th Ed., The McGraw-Hill Corporation, Inc. 2019  ISBN: 978-1-260-66624-3  I do not use the McGraw-Hill Connect ® function for this textbook.  Therefore, students do NOT need a Connect Access code.  This is a three ring textbook which is cheaper, but it is identical  with a bound textbook. |
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| **INSTRUCTOR:** | Dorothy R. Koteski, Professor,  Department of Allied Health  Office Number: W1-5 Office Hours: Wed. 4:30 to 5:45 pm  by appointment  E-mail Address: [dkoteski@ccp.edu](mailto:dkoteski@ccp.edu) |

**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.

**Computer Needs and Resources:**

Students will need a computer to complete this course. Distance education students, including those enrolled in hybrid sections 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 wait until the last minute to complete an assignment or take a quiz.  If the deadline is stated as 11:59 pm any submission after that time is considered late.

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. Another alternative access to computers might be available at your local library.

If a student does not have access to a computer, they must discussion this situation with me. In the event that you cannot access our course through the college’s website, [www.ccp.edu](http://www.ccp.edu). Use the Canvas website www.instructure.com

**Attendance:**

Course attendance is monitored by course participation, student login records and online course activities. The instructor, as in accordance with College policy, has the right to drop any student who misses the equivalent of two weeks of on line course requirements without an acceptable excuse. Faculty teaching online and hybrid courses have the capability to view when, how long and how often students log into the course and their participation, whether it is communications, reading documents provided in this Canvas course, taking quizzes and exams, submitting assignment and/or discussion.This is the source that the faculty will use to monitor student attendance in this course.

All materials, documents, handouts, instructions, etc. which are utilized in the classroom will be available to students in our Canvas course.

**Weather Issues:**

In the event of poor weather or campus closes or dates when students cannot attend class, students should access the Module to see the list of tasks to be completed for the week which is delineated under the title of Things to Do This Week. All weekly quizzes, the midterm, final exam and assignments and/or discussions will be taken online. The ***Topic/Outline Schedule*** will not be altered because of weather or other issues.

Students should follow the Module for the week to complete the assigned work for the week in the event that the college cancels classes and closes the campus. If necessary, I will send an announcement to the class to inform students of the college’s actions and provide any further directions to students.

**Grading and Composition of Final Grade:**

The final grade for this course will be compiled as stated below. All graded work for this course will be done online through the Canvas course site.

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| --- | --- |
| Quiz Average | 30% |
| Mid Term Quiz (Exam) | 30% |
| Final Quiz ( Exam) | 30% |
| Discussions | 10% |
| Total | 100% |

The Allied Health Department grading scale is used for this course. **A** = 100 to 92%;   **B** = 91 to 84%;   **C** = 83 to 75%;   **D** = 74 to 70%;   **F** = 69 and less.

**Modules for the Ten Week Semester:**

Since a ten week semester is very compact, it is imperative that students follow the instructions provided in the Ten Modules designed for this course. A Module is actually a class session and also one week of the semester.

In order to allow students to work ahead whenever possible, students will have access to several weeks of class which have stated deadlines for quizzes and other work. This is designed so students do not procrastinate which only adds to excessive stress and a feeling of being overwhelmed.

Students will have access to several weeks and Modules at a time. These are:

**Modules 1 – 4** which are the first four sessions/weeks of the semester will be available to students on or before Wednesday, February 13. These Modules cover chapters 1 through 6. These Module culminate with the mid-term exam.

**Modules 5 – 10** which are the last six sessions/weeks of the semester will be available to student on Sunday, March 3. These Modules cover chapters 7 through 13. These Modules culminate with the final exam.

**Refer to the *Topic/Outline Schedule*** **for detailed information with dates and deadlines.**

**Quizzes and Exams:**

Canvas uses the term quizzes for tests and exams. All quizzes can be taken online. Refer to the ***Topic Outline/Schedule*** for specific dates during the semester Weekly Modules and the Canvas Calendar state the availability date and due date for such things as quizzes, discussions, mid-term and final exam.

In the event that a student misses a quiz/exam deadline, for whatever reason, they may make up the quiz/exam **within one day**, but **will receive a 10% deduction** on their earned grade.  If the quiz/exam is not taken within one day of the deadline, a grade of zero will be entered.  Students have two opportunities during the semester to take a late quiz; however, the **second occurrence will have a 15% grade deduction.**

The mid-term and the final exam must be taken within the stated time frame; **failure to adhere to deadlines for these exams will result with a fifteen percent deduction on the earned grade for their exam.**

In the event of any emergency or accident resulting in the inability to take a quiz/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 and/or a hospitalization document may not be sufficient **until** it can be validated and verification. The instructor will contact the student to inform them of their decision after verification is completed.

**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 and the Canvas support system to report and document the problem. Failure to do so will typically result in receiving a zero. Upon consulting with the Canvas team and we deem that the difficulty was legitimate, I will notify you with my decision. It is your responsibility to check your email for a response because I may impose a specific deadline for completion.

Continued and repeated loss of Internet connection/computer problems during testing will require that you come to campus to take any further quizzes or exam in my presence.

**Discussions:**

There are several 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. 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. It is not possible to make up any discussions which are not posted within the deadline. Missed discussions will result with a grade of zero.

**Student Expectations and Responsibilities:**

Students are expected to read each unit, complete assignments in the textbook which include progress and review questions and ethical issues. Time management, effect study skills and advance planning are somethings which will help students learn and reduce stress. Since this is a ten week course, students need to adhere to details which are clearly provided.

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 wait until the last minute to complete an assignment or take a quiz.  If the deadline is stated as 11:59 pm any submission after that time is considered late.

**Withdrawal Policy:**

The last date to withdraw from your courses is Monday, April 8, 2019. Although you will not earn a grade of F on your transcript if you withdraw (W), **before** you decide to withdraw from this course or any other course, think about the following information:

a. The W will be reflected on your transcript permanently.

b. Withdrawals on transcripts may have a negative impact on acceptance into select programs.

c. Transfer institutions may view course withdrawals negatively, and it may go against your application.

d. Your financial aid may be impacted.

Please discuss your options with your instructor or an advisor/counselor before you decide to withdraw from a course.

**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.

**Starfish:**

Starfish Connect is a communication tool for students and faculty. Through Starfish instructors can provide feedback to students about course progress. Throughout the term, students may receive progress emails regarding their academic performance. The emails are designed to be helpful and increase success in courses. Students should open any of these emails and follow the recommendations. Instructors may recommend that you contact a specific campus resource, such as the Learning lab or Counseling Center. If an instructor makes a referral, the student may also be contacted directly this the particular campus service. To access Starfish Connect, simply log into Canvas and click on the link, Starfish Connect. Students can set up their own profile. Anyone needing assistance with Starfish Connect, contact [starfishconnect@ccp.edu](mailto:starfishconnect@ccp.edu)

**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.

**Revised January 2019**