Texas A&M University - Corpus Christi
College of Nursing and Health Sciences

HCAD 5330-W01, W02-HEALTH LAW AND ETHICS

Syllabus
Spring 2018

FACULTY: Theresa J. Garcia, PhD, RN - Assistant Professor

OFFICE: Island Hall, 338

OFFICE HOURS: By appointment: Please e-mail through Blackboard (Bb) to set up a phone or in-person appointment.

TELEPHONE: (361) 825-3957

E-MAIL: Theresa.garcia@tamucc.edu

FAX: (361) 825-2484

CREDITS: 3 semester hours

COURSE DESCRIPTION:
A study of the legal and related ethical aspects of the health care delivery system including governing boards, liabilities, consent, and malpractice as well as other related topics. Current governmental, state and other regulating bodies are presented.

Approach: Introduction to the governing bodies, ethical principles, and legal implications surrounding the practice of health care professionals in administrative and executive roles. Although it is not feasible to cover all the legal and ethical topics in the health care arena, topics have been chosen to facilitate practical application and interactive learning.

Online presentation: This course is delivered exclusively through online technology and may be accessed at http://Bb9.tamucc.edu
COURSE OBJECTIVES:

Upon completion of the course, you will be able to:
1. Understand the types, purposes, and sources of law and regulations applicable to the management and liability of professionals, employers, and patients in the health care setting.
2. Identify and apply ethical principles to issues and dilemmas frequently encountered by health care administrators and nurse executives.
3. Demonstrate proficient awareness of legal and ethical issues related to client data, information, confidentiality, and informed consent.
4. Analyze and propose solutions to real world administrative health care system problems through the interpretation of applicable laws and ethical principles.

REQUIRED TEXTS AND RESOURCES:


LEARNING EXPERIENCES:

You can meet course objectives through successful completion of all assignments and quizzes, thoughtful study of the textbook and other resources provided by me, and earnest participation in group activities and discussions with peers throughout the course. While I will provide guidance and consultation, you are responsible for identifying your individual learning needs, being self-directed and self-motivated, seeking help when needed, and successfully completing the course requirements.

COURSE COMMUNICATION:

The Blackboard (Bb) Mail tool is required for communication within the course. When contacting me or your classmates in this course, always use the Bb Mail tool rather than another e-mail account. This tool is accessed in the Bb Mail section of the Course Menu. Messages sent within Bb are archived within the course, thus eliminating lost correspondence.

COURSE TIME EXPECTATIONS:

All assignments, quizzes, and discussions are due by 11:59 pm on the specified due date in the course schedule unless prior arrangements are made with me. Please note and remember that a 3
A credit hour course requires a weekly time commitment of a 3-hour presence associated with 9 hours of preparation time. That expectation remains the same in an on-line course. The time spent in the course is set by your personal learning schedule. You should review Bb mail and announcements at least every 48 hours.

**COURSE REQUIREMENTS:**

1. You are expected to have access to a computer that can support Bb applications and all related course materials. A backup plan should be in place if normal computer access becomes unavailable, i.e. arrange use of a computer elsewhere.
2. Any problems with technology, computer, internet, Bb or other applications should be dealt with through the IT (information technology) helpline at (361) 825-2692 or computer.helpline@tamucc.edu
3. Any problems understanding the assignments or due dates should be brought to my attention within the first week of the assignment.
4. You are expected to complete the course orientation and Academic Honesty Statement prior to beginning work on course content.
5. All e-mail communication with me should occur through Bb, unless otherwise noted. You should review Bb mail and announcements at least every 48 hours.
6. All assignments are due by 11:59 pm on the scheduled date unless other arrangements have been made with me before the due date. Late work will be penalized with a 10% grade deduction/day for up to 3 days. Rare exceptions will be considered for extreme emergencies.
7. Respectful and timely participation in discussion forums is required. Since it is assumed each of you will be prepared for discussions, all contributions will be considered knowledgeable contributions. Disrespect in any form will NOT be tolerated.
8. All information disclosed through course chats or discussions is confidential and should not be shared with others outside the context of this course.
9. You should notify the faculty if you withdraw from the course and should not attempt to access course materials once you have withdrawn.
10. You are expected to complete a course evaluation at the end of the course.
11. You can expect that I will respond to Bb e-mail messages within 48 hours, excluding weekends and holidays.
12. You can expect that I will grade assignments within 2 weeks of submission unless you are otherwise informed.

**GUIDELINES FOR FORM AND STYLE OF WRITTEN ASSIGNMENTS:**

You are expected to follow instructions associated with the assignments for this course. If you are confused about an assignment, you should contact me in a timely manner to ensure
satisfactory completion of the assignment by the due date. Unless otherwise instructed, each of you must adhere to the APA Publication Manual, 6th Edition guidelines for formatting and organizing written assignments.

The campus Center for Academic Student Achievement (CASA) provides writing support both in person and in an online format. The contact at the Center is Noel Ballmer at 361-825-2254 and the web link is http://casa.tamucc.edu. Another writing resource is http://www.grammarly.com/edu. The College of Nursing & Health Sciences has purchased a license for students to use this website. Attached to an Item in the Resources section of your Blackboard course menu is a PDF instruction guide providing access information. Please do not hesitate to contact me to discuss your writing needs.

**COURSE ASSIGNMENTS AND GRADING:**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Introductions</td>
<td>REQUIRED (Pass/Fail)</td>
</tr>
<tr>
<td>Academic Honesty Statement</td>
<td></td>
</tr>
<tr>
<td>“Brief Activities” (2; 5% each)</td>
<td>10%</td>
</tr>
<tr>
<td>Chapter Quizzes (4; 5% each)</td>
<td>20%</td>
</tr>
<tr>
<td>Group Discussion</td>
<td>15%</td>
</tr>
<tr>
<td>Brief Case Analysis &amp; Commentary #1</td>
<td>15%</td>
</tr>
<tr>
<td>Brief Case Analysis &amp; Commentary #2</td>
<td>15%</td>
</tr>
<tr>
<td>Full Case Analysis Paper</td>
<td>25%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**GRADING SCALE FOR COLLEGE OF NURSING AND HEALTH SCIENCES:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
</tr>
<tr>
<td>B</td>
<td>83-89</td>
</tr>
<tr>
<td>C</td>
<td>75-82</td>
</tr>
<tr>
<td>D</td>
<td>67-74</td>
</tr>
<tr>
<td>F</td>
<td>Below 67</td>
</tr>
</tbody>
</table>

**PASS/FAIL REQUIRED ASSIGNMENTS:**
Pass/Fail assignments, instructions, and due dates can be found in the Introductory Unit.

**Academic Honesty Statement:**
You are required to read the four sections of the *Academic Honesty Statement* document, complete the fifth section, and submit it through the Assignment link (in the Introductory Unit) certifying compliance with the Academic Honesty policy.
**Student Introductions:**
Each of you enrolled in this course will become potential collaborators in professional ventures. The student introduction provides you with an opportunity to share your background, professional interests, and contact information to generate a peer network.

**GRADED ASSIGNMENTS:**
Below is a general description of your major assignments. More detailed instructions may be found on the Course Schedule, the Assignments tab, and within each specific Bb Unit tab.

"**Brief Activities:**"
Within some Units, there are learning activities to help ensure that learning objectives are met. These activities may be presented in the form of readings from the text, additional assigned reading, PowerPoint presentations, or various video presentations. To accompany these activities, you may be asked to post short commentary to review, reflect, or discuss topics within your assigned groups.

**Chapter Quizzes:**
It is important that students comprehend the content in the assigned book chapters, articles, PowerPoints, and interactive exercises in each unit in order to be able to understand and correctly complete the assigned projects. To evaluate comprehension, four quizzes, in multiple choice formats will be given. They will cover selected chapters from the Pozgar text. All quizzes will be timed and can be accessed two times, i.e. you will have 2 chances to take each quiz and only the highest grade will be recorded.

**Group Discussion:**
Discussion and communication among classmates is an important component of this course. Discussions will be conducted within assigned student groups or pairs and can be accessed in the Group Discussion forum.

**Brief Case Analysis and Commentary:**
One of the skills you will acquire in this course is to logically dissect a clinical practice problem from administrative, medical, legal, and ethical standpoints. You will be assigned a problem/scenario/situation frequently encountered in health care administrative positions and will be provided with questions or prompts to help you briefly present the situation, identify affected participants, and explore the ethical principles and potential legal issues involved. You will make an administrative decision supported by your analysis and your sources. Next, you will share your paper with a partner and provide feedback to your partner comparing their reasoning and final decision to yours and offering constructive critique and suggestions. The Case Analysis is a formal, but brief, paper and should be submitted using APA formatting, in-text citations, and

T. Garcia
HCAD 5330_Course Syllabus_Spring_2018
Page 5 of 8
a reference list. The Commentary is designed to help you learn through critique and teaching and will take place in the Group Discussion area and is required to receive a grade on this assignment.

**Full Case Analysis Paper:**
This final paper provides you with the opportunity to independently apply all the information and skills acquired in the class. You will once again be provided with a problem/scenario/situation that could be encountered in an administrative health care position. You will be asked to clearly present the situation, identify the affected participants and their roles, define the ethical principles involved, explore potential legal issues, and to make a decision and defend it as the best possible decision in the case supported by your analysis and your sources. Finally, you will be asked to summarize your findings and their implications.

**POLICIES:**

**Evaluation Input From Students**

The faculty of the College of Nursing and Health Sciences places great value on evaluative input from students. Evaluation of courses, instructors and clinical facilities provides the College with important data which is used to strengthen the program. Data is analyzed as to trends and themes and is important to curriculum and sequencing decisions. All evaluations for courses posted are online. The online mechanism allows us the opportunity to tabulate and store information in order to analyze trends within the curriculum. Please be assured that this information is secured and not released until after grades are submitted. No names are available to faculty. In order to garner some reliability and validity, the College must have representative data from the student population. That representation, based on the literature, has been set at 70%. The College is anticipating that students will thoughtfully participate in the evaluation process which will assist the faculty with the growth of the program. A link to evaluations will be available on Blackboard toward the end of the semester. Thank you in advance for your assistance with the evaluation process.

**Academic Integrity and Honesty**

It is expected that University students will demonstrate a high level of maturity, self-direction, and ability to manage their own affairs. Students are viewed as individuals who possess the qualities of worth, dignity, and the capacity for self-direction in personal behavior. University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to a penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is intentionally, knowingly, or carelessly presenting the work of another
as one’s own). Please see the following sites for additional information:

University Student Handbook and Code of Conduct: http://www.tamucc.edu/~students
University catalog related to academic integrity and honesty: http://catalog.tamucc.edu/

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Services Office at 361.825.5816 or visit the office in CCH 116. If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disabilities Services office for assistance at (361) 825-5816

Title IX

As part of the Texas A & M Corpus Christi University policy, pregnant students are urged to contact the Title IX office for facilitation of academic issues impacted by pregnancy, delivery and subsequent complications. Contact information: Mr. Samuel Ramirez, Title IX Coordinator or Ms. Rosie Ruiz, Deputy Title IX Coordinator (825-5826).

Grade Appeals Process

The College of Nursing and Health Sciences (CONHS) adheres to the University’s student grade appeal procedures described in Section 13.02.99.C2.01 (revised May, 2013) and follows those guidelines. See http://academicaffairs.tamucc.edu/Rules_Procedures/ for the University procedure and see http://conhs.tamucc.edu/shb/ for the CONHS process identified in the Student Handbook.

Support Services

Students are encouraged to seek faculty assistance in accessing University Services, including tutoring, health services, personal counseling, degree counseling, financial aid, learning resources, job/work placement, career guidance, and computer/technical support/instruction. If a student is interested in other support services provided by the University, the student is encouraged by the College of Nursing and Health Sciences and the University to seek these services.
MILITARY STUDENTS

Active duty military personnel, military spouses, and veterans with special circumstances (e.g. deployment, drill requirements, disabilities) are welcome and encouraged to communicate these circumstances, in advance if possible, to the course and clinical instructors.