Course Outline of Record Report
10/11/2021

HCRSC131 : Medical Law and Ethics for Medical Assistants

General Information

Author:	-
Course Code (CB01) :	HCRSC131
Course Title (CB02) :	Medical Law and Ethics for Medical Assistants
Department:	Allied Health
Proposal Start:	Fall 2013
TOP Code (CB03) :	(1208.00) Medical Assisting
SAM Code (CB09) :	Clearly Occupational
Distance Education Approved:	Yes
Course Control Number (CB00) :	CCC000532248
Curriculum Committee Approval Date:	05/04/2012
Board of Trustees Approval Date:	06/14/2012
External Review Approval Date:	12/31/1969
Course Description:	This course is designed to explore the theories, models and principles that serve as guides for ethical behavior within the medical assistant context. The student explores the complexities of the ethical and legal aspects of patient care related to the medical assistant's practice, all the while emphasizing the importance of principled behavior in personal and professional situations.
Submission Type:	New Course
Author:	No value

Faculty Minimum Qualifications

Master Discipline Preferred:	No value
Alternate Master Discipline Preferred:	No value
Bachelors or Associates Discipline Preferred:	• Health Care Ancillaries (Medical assisting, hospice worker, home care aide, certified nurse aide, health aide, ward clerk, central service technology, childbirth educator, primary care associate, massage therapy)
Additional Bachelors or Associates Discipline Preferred:	No value

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Course Development Options

Basic Skills Status (CB08)

Course is not a basic skills course.

☐ Allow Students to Gain Credit by Exam/Challenge

Course Special Class Status (CB13)

Course is not a special class.

Allowed Number of Retakes

0

Grade Options

• Letter Grade Methods

Course Prior To College Level (CB21)

Not applicable.

Rationale For Credit By Exam/Challenge	Retake Policy Description	☐ Allow Students To Audit Course
No value	Type:|Non-Repeatable Credit	

Course Support Course Status (CB26)

No value

Associated Programs

☑ Course is part of a program (CB24)

Associated Program	Award Type	Active
CC HCRS Administrative Medical Assisting	Certificate of Achievement	Spring 2018
CC HCRS Clinical Medical Assisting-	Certificate of Achievement	Spring 2018
CC HCRS Medical Assisting	A.S. Degree Major	Spring 2018
Medical Coding	Certificate of Achievement	Fall 2020
Medical Billing	Certificate of Achievement	Fall 2020

Transferability & Gen. Ed. Options

Course General Education Status (CB25)

No value

Transferability	Transferability Status
Transferable to CSU only	Approved

Units and Hours:

Summary

Minimum Credit Units (CB07)	1.5
Maximum Credit Units (CB06)	1.5
Total Course In-Class (Contact) Hours	27

Total Course Out-of-Class Hours	54
Total Student Learning Hours	81
Faculty Load	0

Credit / Non-Credit Options

Course Credit Status (CB04)

Credit - Degree Applicable

Course Non Credit Category (CB22)

Credit Course.

Non-Credit Characteristic

No Value

Course Classification Status (CB11)

Credit Course.

☐ Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

☐ Cooperative Work Experience Education Status (CB10)

Weekly Student Hours

	In Class	Out of Classs
Lecture Hours	1.5	3
Laboratory Hours	0	0
Activity Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	0
Course In-Class (Contact) Hours	
Lecture	0
Laboratory	0
Activity	0
Total	27
Course Out-of-Class Hours	
Lecture	0
Laboratory	0
Activity	0
Total	54

Time Commitment Notes for Students

No value

Faculty Load

Extra Duties: 0

Faculty Load: 0

Units and Hours: - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class

| No Value | No Value | No Value | No Value |

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Advisory

ENGLC070 - Introductory Composition

ENG C070 skills prepare the students to succeed in HCRS C131 by ensuring they are able to write short essays and communications that are free from major spelling and grammatical errors. The students are required to perform research on the internet regarding the health care field and apply medical theory to the clinical setting.

Entrance Skills

Entrance Skills	Description
No value	No value

Limitations on Enrollment

Limitations on Enrollment	Description
Reading - 1 Level Prior to Transfer	The students are required to read a college level textbooks; perform research on the internet regarding the health care field; and relate ethical issues to the practice of medical assisting.

Specifications

Methods of Instruction

Methods of Instruction	Presentations (by students)
Rationale	No value

Methods of Instruction	Problem Solving
Rationale	No value

Methods of Instruction	Peer-to-peer instruction
Rationale	No value

Methods of Instruction	Performance
Rationale	No value

Methods of Instruction	Outside reading
Rationale	No value

Methods of Instruction	Lecture
Rationale	No value

Methods of Instruction	Discussion
Rationale	No value

Methods of Instruction	Group Work
Rationale	No value

Methods of Instruction	Audiovisual
Rationale	No value

Methods of Instruction	Case Study
Rationale	No value

Assignments

A. Required Readings: weekly outline chapter prior to lecture.
B. Weekly Homework Assignments: complete end of chapter questions; internet research on ethical issues with presentation to class; and group discussion.
C. One Five page research paper on a topic assigned such as: ethical issues with genetic engineering; HIPAA in the workplace; and the effects of end-of-life issues on the healthcare provider.

Methods of Evaluation	Rationale
Participation	Class discussion, e.g., students discuss case studies related to workplace ethical issues.
Final Exam	Mid-Term and Final Exams using multiple choice, true-false, or short answer questions.
Tests	Weekly Quizzes using multiple choice, true-false, or short answer questions.

Equipment

No Value

Textbooks

Author	Title	Publisher	Date	ISBN
	Lewis, A.L., Tamparo, C.D., Tatro, B.M.. (2012) Medical Law, Ethics, & Bioethics for the Health Professions, 7th, F.A.Davis			

Other Instructional Materials

No Value

Materials Fee

No

Learning Outcomes and Objectives

Course Objectives

No value

CSLOs

Discuss the legal and ethical role of the medical assistant.

Expected SLO Performance: 70.0

Allied Health Administrative Medical Assisting Certificate of Achievement	2. Perform Administrative Medical Assisting procedures competently, such as Occupational Safety and Health Administration (OSHA) standards, electronic technologies, and medical records.

Compare medial law, ethics, and bioethics.

Expected SLO Performance: 70.0

Allied Health Administrative Medical Assisting Certificate of Achievement	1. Research online reference materials effectively to stay informed about emerging trends and breakthroughs in healthcare issues related to the medical assistant's administrative role.
	4. Identify State of California regulations that govern the healthcare industry for Medical Assistants.
ISLOs Core ISLOs	Students who are completing a program will be able to access, evaluate, and effectively use information.

Compare and contrast physician and medical assistant roles in terms of standard of care.

Expected SLO Performance: 70.0

Allied Health Administrative Medical Assisting Certificate of Achievement	4. Identify State of California regulations that govern the healthcare industry for Medical Assistants.
ISLOs Core ISLOs	Students who are completing a program will be prepared to engage in responsible citizenship at various levels.

Discuss all levels of governmental legislation and regulation as they apply to medical assisting practice, including FDA and DEA regulations.

Expected SLO Performance: 70.0

Allied Health Administrative Medical Assisting Certificate of Achievement	4. Identify State of California regulations that govern the healthcare industry for Medical Assistants.

Analyze the ethical implications of life and death decisions.   Expected SLO Performance: 70.0

ISLOs Core ISLOs	Students who are completing a program will be able to think critically and creatively and apply reasoning.

Outline

Course Outline

A. The Basics
1. Legal scope of practice for medical assistants
a. Licensure and certification as it applies to healthcare providers
b. Code of ethics
2. Legal and Ethical Considerations
a. Integrity
b. Confidentiality
c. Responsibility
d. Regulating and accreditation policies and procedures
3. Medical law; Ethics; &: Bioethics
a. Patient Bill of Rights
b. Privacy
4. Health-care team
B. Law &: liability
1. Implications of HIPAA for the medical assistant in various medical settings
2. OSHA Guidelines
3. FDA and DEA regulations
4. Americans with Disabilities Act (ADA)
5. Tort Law
6. Civil law as it applies to the practicing medical assistant.
a. Negligence
b. Malpractice
c. Statute of Limitations
d. Good Samaritan Act(s)
e. Uniform Anatomical Gift Act
f. Living will/Advanced directives
g. Medical durable power of attorney
C. Workplaces Issues
1. Medical Record
2. Cultural Perspective
D. Bioethics
1. Genetic Engineering
2. End of life

Delivery Methods and Distance Education

Delivery Method: Please list all that apply -Face to face -Online (purely online no face-to-face contact) -Online with some required face-to-face meetings ("Hybrid") -Online course with on ground testing -iTV – Interactive video = Face to face course with significant required activities in a distance modality -Other

Face 2 Face

Hybrid
Interactive

Rigor Statement: Assignments and evaluations should be of the same rigor as those used in the on-ground course. If they are not the same as those noted in the COR on the Methods of Evaluation and out-of-class assignments pages, indicate what the differences are and why they are being used. For instance, if labs, field trips, or site visits are required in the face to face section of this course, how will these requirements be met with the same rigor in the Distance Education section?

Same as face to face

Effective Student-Instructor Contact: Good practice requires both asynchronous and synchronous contact for effective contact. List the methods expected of all instructors teaching the course. -Learning Management System -Discussion Forums -Moodle Message -Other Contact -Chat/Instant Messaging -E-mail -Face-to-face meeting(s) -Newsgroup/Discussion Board -Proctored Exam -Telephone -iTV -Interactive Video -Other (specify)

contact_moodle_forums
contact_moodle_message
contact_email
contact_face2face
contact_discussion
contact_proctored
contact_itv

Software and Equipment: What additional software or hardware, if any, is required for this course purely because of its delivery mode? How is technical support to be provided?

No Value

Accessibility: Section 508 of the Rehabilitation Act requires access to the Federal government's electronic and information technology. The law covers all types of electronic and information technology in the Federal sector and is not limited to assistive technologies used by people with disabilities. It applies to all Federal agencies when they develop, procure, maintain, or use such technology. Federal agencies must ensure that this technology is accessible to employees and the public to the extent it does not pose an "undue burden". I am using -iTV—Interactive Video only -Learning management system -Publisher course with learning management system interface.

s508_itv
s508_moodle
s508_publisher

Class Size: Good practice is that section size should be no greater in distance ed modes than in regular face-to-face versions of the course. Will the recommended section size be lower than in on-ground sections? If so, explain why.

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