

**I. COURSE INFORMATION**

- A. Allied Health NHA 236 Legal Concepts
- B. 3 credit hours
- C. Pozgar, George. *Legal and Ethical Issues for Health Professionals*. 4<sup>th</sup> ed. Massachusetts: Jones and Bartlett Learning, 2014
- D. Prerequisites: None

**II. COURSE DESCRIPTION**

This course will provide a foundation in medical law and ethics to assist the medical office professional. Key points of law, interpretation of statutes, and ethical dilemmas will be covered. In addition, the medical office professional will recognize the need for legal advice, know how to protect the office and employees from malpractice and understand the rights of employers, employees, and patients.

**III. LEARNING OUTCOMES**

- A. Understand the importance of legal knowledge and the responsibilities of medical office professionals
- B. Identify the different types of law, contracts, and understand intent
- C. Understand medical malpractice and protection against medical malpractice
- D. Describe how to run a medical office like a business
- E. Understand HIPAA
- F. Understand basic professional ethics

**IV. MAJOR CONTENT AREAS**

- A. Law and ethics
- B. Working in health care
- C. Law, the courts and contracts
- D. Professional liability and medical malpractice
- E. Medical records and informed consent
- F. Privacy law and HIPAA
- G. Physician's public duties and responsibility
- H. Workplace legalities
- I. Beginning of life and childhood issues
- J. Death and dying issues
- K. Healthcare trends and forecasts

**V. ASSIGNMENTS (may include but are not limited to)**

- A. Reading assignments
- B. Writing assignments

**VI. EVALUATION METHODS (may include but are not limited to)**

- A. Quizzes
- B. Exams