

SAN DIEGO COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION
COURSE OUTLINE

SECTION I

SUBJECT AREA AND COURSE NUMBER

OFSY 553

COURSE TITLE

MEDICAL LAW, LIABILITY, ETHICS

TYPE COURSE

NON-FEE

VOCATIONAL

CATALOG COURSE DESCRIPTION

This course will introduce the statutes, regulations, and ethical issues that impact medical office practice. It will provide a foundation of law to be used as a guide for the legal obligations that a medical facility has for the patient, employer, employee and state. (FT)

LECTURE HOURS

45

LABORATORY HOURS

0

ADVISORY

NONE

RECOMMENDED SKILL LEVEL

Ability to communicate effectively in the English language, and currently working in the medical field or planning to enter the medical field.

INSTITUTIONAL STUDENT LEARNING OUTCOMES

1. Social Responsibility
SDCE students demonstrate interpersonal skills by learning and working cooperatively in a diverse environment.
2. Effective Communication
SDCE students demonstrate effective communication skills.

INSTITUTIONAL STUDENT LEARNING OUTCOMES (CONTINUED)

3. Critical Thinking
SDCE students critically process information, make decisions, and solve problems independently or cooperatively.
4. Personal and Professional Development
SDCE students pursue short term and life-long learning goals, mastering necessary skills and using resource management and self-advocacy skills to cope with changing situations in their lives.

COURSE GOALS

The student will be introduced to the legal side of the medical office as an employee, by exposing them to legal concepts of standard of care, scope of employment, criminal and civil acts, contracts, negligence, and ethical concepts.

COURSE OBJECTIVES

Upon successful completion, the student will be able to:

1. Explain the difference between the standard of care required of professional and nonprofessional personnel by the courts.
2. Identify legal obligations that employment in a medical office carries with it for the patient, employer, employee, and the state.
3. List the difference between criminal and civil causes of action.
4. Differentiate in writing and/or orally between a felony and a misdemeanor.
5. Identify the elements that make a contract.
6. Identify different kinds of contracts.
7. Analyze and compare causes of action for negligence and for malpractice.
8. Identify the legal, moral, and ethical aspects of informed consent.
9. Explain the importance of medical record credibility.
10. Explain the basic discrimination law in hiring, promotion, and termination.
11. Explain the difference between law, morals, ethics, and etiquette.
12. Identify living wills and durable powers of attorney with relation to the medical office.

SECTION II

COURSE CONTENT AND SCOPE

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| 1. Examining Room to Courtroom | 2.5 hrs. |
| 1.1. Importance of medical office personnel having knowledge of law | |
| 2. Functioning Within the Legal System | 5 hrs. |
| 2.1. Administrative law | |
| 2.2. Medical malpractice | |
| 2.3. Going to court | |
| 3. Intent Makes the Difference | 2.5 hrs. |
| 3.1. Difference between criminal and civil law involving health care personnel | |
| 4. Your Words May Form a Contract | 2.5 hrs. |

COURSE CONTENT AND SCOPE (CONTINUED)

4.1. Formation	
4.2. Classification	
4.3. Breach of contracts	
5. Medical Malpractice Cases	5 hrs.
5.1. Elements of malpractice	
5.2. Negligence	
5.3. Impact of law suits	
5.4. Analysis	
5.5. Prevention	
6. Medical Records and Their Importance	5 hrs.
6.1. Ownership of medical records	
6.2. Type of records	
6.3. Credibility	
6.4. Privacy	
7. Health Care as a Big Business	5 hrs.
7.1. Business structures	
7.2. Government regulation	
7.3. Employment law	
7.4. Discrimination	
7.5. Hiring	
7.6. Termination	
8. Introduction to Ethics	5 hrs.
8.1. Ethics	
8.2. Morals	
8.3. Etiquette	
9. Birth and the Beginning of Life	2.5 hrs.
9.1. Genetics	
9.2. Rights of couples	
9.3. Rights of fetus	
9.4. Rights of newborn	
10. Professional Ethics	2.5 hrs.
10.1. Experiments	
10.2. Drug testing on the job	
10.3. Resources	
11. Ethics/Death and Dying	5 hrs.
10.4. Living will vs power of attorney	
10.5. Removal of life support	
12. Final Exam	2.5 hrs.

APPROPRIATE READINGS

Appropriated readings may include, but are not limited to selected texts and supplemental materials such as:

A Taste of My Own Medicine, Dr. Rosenthal
For Your Malpractice Defense, Melvin Belli

WRITING ASSIGNMENTS

Writing assignments may include, but are not limited to listing the difference between criminal and civil causes of action, and causes of action for negligence or malpractice, and answering specific questions at the end of each textbook chapter.

OUTSIDE ASSIGNMENTS

Outside assignments may include, but are not limited to various assignments included in selected chapters will provide outside contacts by students with hospitals, clinics and medical offices, either through visitation by student or over the phone for completion of the chapter questions.

APPROPRIATE ASSIGNMENTS THAT DEMONSTRATE CRITICAL THINKING

Assignments that demonstrate critical thinking may include, but are not limited to verifying the completion of medical records and discussing the use of appropriate protocols.

EVALUATION

Evaluation methods may include, but are not limited to written examinations, midterm exam, final exam, completion of homework assignments, class participation, attendance, and punctuality.

METHOD OF INSTRUCTION

Methods of instruction may include, but are not limited to lectures, audiovisual, class discussion/ participation, demonstrations and other instructional strategies such as field trips may be utilized.

TEXTS AND SUPPLIES

Appropriate textbooks such as:

Law, Liability, and Ethics, Myrtle Flight

Ethics in Information Technology, George Reynolds

PREPARED BY Karen Stupar DATE September 16, 1996

REVISED BY Sharian Lott DATE February 22, 2007

REVISED BY Instructional Sevices, SLOs added DATE March 7, 2017

Instructors must meet all requirements stated in Policy 3100 (Student Rights, Responsibilities and Administrative Due Process), and the Attendance Policy set forth in the Continuing Education Catalog.

REFERENCES:

San Diego Community College District Policy 3100
California Community Colleges, Title 5, Section 55002
Continuing Education Catalog