TAFTCOLLEGE

Medical Assisting (MEDA) 1103 Medical Law, Ethics, and IT Security (1.5 Units)

Prerequisite: Admission to the Taft College Medical Assisting Program

Co-Requisite: None

Advisory: Eligibility for ENGL 1500 or 1501, completion of BIOL 2250, and a transfer level math course are strongly recommended.

Hours and Unit Calculations:
24 hours lecture. 48 Outside-of-class hours (72 Total Student Learning Hours) 1.5 Units

Catalog 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, while learning the importance of principled behavior in personal and professional situations. Basic information technology security threats and safeguards as they apply to Health Insurance Portability and Accountability Act of 1996 (HIPAA) rules are covered in this course.

Type of Class/Course: Degree Credit

Text:

Bonewit-West, Kathy, and Sue Hunt. *Today's Medical Assistant: Clinical & Administrative Procedures.*

    4th ed., Saunders, 2020.

Bonewit-West, K. *Study Guide for Today's Medical Assistant: Clinical & Administrative Procedures.* 4th

    ed., Saunders, 2021.

Judson, Karen, et al. *Law & Ethics for Health Professions.* 10th ed., McGraw Hill. 2023.

Course Objectives:

Upon successful completion of this course, the student will be able to:
1. Describe the basics of medical ethics for a medical assistant.
2. Apply the basics of the American Association of Medical Assistants (AAMA) Code of Ethics to medical assisting.
3. Explain the legal status of the medical assistant.
4. Identify the possible consequences of a breach of ethics.
5. Outline the important terms and concepts involved in medical ethics, including malpractice law and contract law.
6. Assess and defend reasonable decisions regarding real-life type ethical decisions.
7. Recognize basic security threats, protection mechanisms, and safeguards pertaining to medical

assisting.
8. Articulate the Health Insurance Portability and Accountability Act of 1996 (HIPAA) security rules and implementation of security measures in the medical office.

Student Learning Outcomes:

1. Explain the fundamental legal and ethical principles that govern the healthcare industry and how they relate to patient care.
2. Apply legal and ethical principles ~~apply~~ to real-world scenarios and case studies.
3. Defend best practices that align with the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
4. Evaluate the consequences to security risks as they relate to information technology and electronic medical records and patient's right to privacy.

Course Scope and Content:

Unit I. Medical Ethics and Legal Responsibilities
   A. Ethical Behavior and Decision-making
   B. Values
   C. American Association of Medical Assistants (AAMA) Code of Ethics

Unit II. Medical Law
   A. Introduction to Medical Law
   B. Jurisprudence
   C. Legal Protection for Patients
   D. Legal Protection for Healthcare Providers
   E. Professional Liability
   F. Medical Practice Acts

Unit III. Medical Malpractice
   A. Reportable Behavior
   B. Malpractice Law
   C. Contract Law

Unit IV. Confidentiality and Medical Records
   A. Health Insurance Portability and Accountability Act of 1996 (HIPAA)
   B. Privacy
   C. Consent
   D. Forms

Unit V. Information Technology (IT) Security
   A. Terminology
   B. Fraud
   C. Security Access Control
   D. Protection Mechanisms for Health Information

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 4 hours per week outside of regular class time doing the following:
   1. Reading Assignments

2. Writing Assignments
3. Watch Videos

Methods of Instruction:
1. Lecture
2. Discussion
3. Videos

Methods of Evaluation:
1. Exams/Quizzes/Tests
2. Projects
3. Homework
4. Assignments
5. Online exercises

Supplemental Data:

TOP Code:	1208.00 Medical Assisting
SAM Priority Code:	C: Clearly Occupational
Distance Education:	Applicable
Funding Agency:	Y: Not Applicable (funds not used)
Program Status:	1: Program Applicable
Noncredit Category:	Y: Not Applicable, Credit Course
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Course is not a basic skills course

Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	No
Discipline:	Healthcare Ancillaries