

Course discipline/number/title: HIMC 1800: Legal Aspects of Health Information

A. CATALOG DESCRIPTION

1. Credits: 3
2. Hours/Week: 2 lecture, 2 lab
3. Prerequisites (Course discipline/number): None
4. Other requirements: College level reading skills
5. MnTC Goals (if any): NA

B. COURSE DESCRIPTION: This course covers the application of legal principles, policies, regulations, and standards for the control and usage of consent and release of Information forms used in medical facilities. Ethical and bioethical practices will be explored. An overview of current health legislation will be included.

C. DATE LAST REVISED (Month, year): March, 2024

D. OUTLINE OF MAJOR CONTENT AREAS:

1. Application of legal principles, policies, regulations, and standards for the control and usage of consent and release of information forms used in the medical office.
2. Ethical and bioethical practices will be explored.

E. LEARNING OUTCOMES (GENERAL): The student will be able to:

1. Apply policies and procedures to ensure the accuracy and integrity of health data.
2. Identify the use of legal documents.
3. Apply legal concepts and principles to the practice of HIM.
4. Apply confidentiality, privacy and security measures and policies and procedures for internal and external use and exchange to protect electronic health information.
5. Apply retention and destruction policies for health information.
6. Apply system security policies according to departmental and organizational data/information standards.
7. Apply policies and procedures according to departmental and organizational data/information standards.
8. Explain common research methodologies and why they are used in healthcare.
9. Analyze policies and procedures to ensure organizational compliance with regulations and standards.
10. Collaborate with staff in preparing the organization for accreditation, licensure, and/or certification.
11. Adhere to legal and regulatory requirements related to the health information management.
12. Understand the importance of healthcare policy-making as it relates to the healthcare delivery system.
13. Comply with ethical standards of practice.
14. Evaluate the consequences of a breach of healthcare ethics.
15. Assess how cultural issues affect health, healthcare quality cost, and HIM.
16. Create programs and policies that support a culture of diversity.

F. LEARNING OUTCOMES (MNTC): NA

G. METHODS FOR EVALUATION OF STUDENT LEARNING: May include but are not limited to:

1. Online discussions
2. Textbook assignments
3. Papers
4. Hands-on learning activities
5. Tests

H. RCTC CORE OUTCOME(S). This course contributes to the following RCTC Core Outcomes(s):  
**Personal and Professional Accountability.** Students will take responsibility as active learners for achieving their educational and personal goals.

I. SPECIAL INFORMATION (if any): None