RICHARDS COLLEGE OF BUSINESS
DEPARTMENT OF MANAGEMENT AND BUSINESS SYSTEMS
COURSE SYLLABUS
FALL SEMESTER 2015

Course Number: MGNT 3625-02D
Course Title: Health Care Management and Law
Instructor: Dr. Leanne M. DeFoor
Office: Miller Hall 2224
Telephone: 678-839-4829
Fax: 678-839-5041
E-mail Address: Ldefoor@westga.edu or via the CourseDen mail tool.
Required Text: McGraw-Hill Connect for Law & Ethics for Health Professions, 7th Ed., Karen Judson and Carlene Harrison, McGraw-Hill Education (this product includes the eBook of the course text and other digital resources, including homework); other readings as assigned.

COURSE DESCRIPTION:
This course provides an introduction to the legal and regulatory aspects of healthcare law, its history and sources, ethical and moral issues relating to healthcare, and principles and strategies for healthcare management.

LEARNING OBJECTIVES:
1. Demonstrate an understanding of the interrelationships among the legal, social, political, ethical, cultural, international, scientific, and technological aspects of healthcare law and its impact on business.
2. Demonstrate the ability to understand and apply principles of healthcare law, management, and ethics, incorporating the influence of technology, the impact of demographic diversity, and the use of appropriate quantitative techniques, within an ethical and legal framework.
3. Demonstrate the ability to analyze issues and situations having legal implications including demographic changes with accompanying diversity issues, development and use of technological innovations, social changes, the political arena, and ethical factors, and assess the consequences of courses of action.
4. Demonstrate familiarity with various legal resources and the ability to use them.

Demonstrate the ability to organize and present work in an effective and professional manner.

RELATIONSHIP OF LEARNING OBJECTIVES TO LEARNING OUTCOMES FOR THE B.B.A. DEGREE IN MANAGEMENT:
Achievement of the Learning Objectives for this course will advance the student toward meeting the standards articulated in the Learning Outcomes for the B.B.A. Degree in Management.

PREREQUISITES:
RCOB Majors: completion of BUSA 2106 Legal and Ethical Environment of Business with a grade of “D” or higher. Nursing or Other Majors: Permission of the Instructor.

METHOD OF INSTRUCTION:
This is D-section online course, which means 51-94% of course content will be delivered online, with exams being administered face-to-face. Delivery of information and concepts will be primarily by way of CourseDen, with supplemental class readings or assignments to supplement the course textbook and lectures. The subject matter will be drawn primarily from the text, online resources, and current issues in the news.

COMMUNICATION:

Communication between student and instructor will be primarily through CourseDen, with occasional individual messages via UWG mail. The instructor prefers students to e-mail her through CourseDen mail for most routine correspondence. If you need urgent assistance or have an emergency, e-mail the instructor at her UWG e-mail address, Ldefoor@westga.edu. Distribution of course materials, including the syllabus, class calendar, syllabus amendments, announcements, news, and other information will be through CourseDen. Students must enable notifications and check their MyUWG account and CourseDen daily during the week.

COLLEGE, DEPARTMENT, AND COURSE POLICIES:

- Your instructor is a licensed attorney. However, do not ask your instructor for legal advice.
- Please read this syllabus carefully. Your instructor is available during office hours to answer any questions you may have regarding this syllabus. Consequently, excuses for failure to fulfill course requirements based upon non-understanding or misunderstanding of this syllabus will not be heard.
- The instructor reserves the right to make appropriate amendments to this syllabus. All such amendments will be announced sufficiently in advance of the effectiveness of the amendment.
- The course content is provided to students for the purposes of receiving credit for MGNT 3625 only. All intellectual property belongs to the professor and/or UWG. Students may not reproduce, save, or copy course content for purposes of sale or distribution to others outside the class. Students who do so may be subject to civil liability and criminal prosecution, in addition to discipline for academic dishonesty.
- If you have a disability and wish to request an accommodation, please contact Accessibility Services in the Counseling & Career Development Center in Row Hall, and follow their steps to apply.
- UWG Mandatory Syllabus Policies (required information for all UWG course syllabi)

The following are minimum requirements for taking an online course at UWG. You must meet these requirements to participate in this class.

- Access to a personal computer (PC or Mac), with Google Chrome and Mozilla Firefox browsers.
- High-speed/broadband internet service (DSL, Cable, etc.) is strongly recommended. If high-speed internet is not available in your area, you will have difficulty with some course content, such as video lectures and the like. Completion of course requirements will be very difficult and cumbersome, and you may wish to enroll in a traditional campus-based course.
- Software requirements: Microsoft Office 2007 (available for free through UWG ITS) or equivalent, Adobe Acrobat Reader, and other downloads listed in CourseDen (D2L).

Credit Hour Policy Statement (3 Credit Hour Course): During the academic term, students will spend approximately 150 minutes per week in online faculty instruction (video lectures, chat sessions, direct communication, discussion threads, etc.) and work about 360 minutes per week independently. This independent work may include, but is not limited to, readings, assignments, projects, group work, research, and test preparation.

CHAT SESSIONS:
The instructor will host a synchronous chat session to provide real-time assistance in the course. The chats will be held in the Healthcare Management and Law chat room in CourseDen on Tuesdays at noon. These chat sessions are voluntary and are for your benefit; you are not required to attend. Transcripts will be posted afterwards for those who cannot attend in real-time but wish to review the discussion afterwards.

EVALUATION AND GRADES:
Grades will be calculated and assigned on the basis of points earned on graded work, as follows:

<table>
<thead>
<tr>
<th>Type of Graded Event</th>
<th>No. of Graded Events</th>
<th>Possible Points per Graded Event</th>
<th>Total Possible Points for the Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examinations</td>
<td>4</td>
<td>100</td>
<td>400</td>
</tr>
<tr>
<td>Other Assignments</td>
<td>Varies (averaged)</td>
<td>Varies (averaged)</td>
<td>100</td>
</tr>
<tr>
<td><strong>Total Possible Points for this Course:</strong></td>
<td></td>
<td></td>
<td><strong>500</strong></td>
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Grades will be assigned on the basis of 500 points earned as follows:

<table>
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<tr>
<th>Points Earned</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>448 - 500</td>
<td>A</td>
</tr>
<tr>
<td>398 - 447</td>
<td>B</td>
</tr>
<tr>
<td>348 - 397</td>
<td>C</td>
</tr>
<tr>
<td>298 - 347</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 298</td>
<td>F</td>
</tr>
</tbody>
</table>

Extra credit, if available at all, will be discretionary on the part of the instructor and dependent upon events or assignments available during the semester. In some semesters, there may not be opportunities to earn extra credit.

Examinations: 400 points

Four periodic examinations will be given, as indicated in the schedule below. Alternative examination times may be scheduled in cases where a student will be absent during a regularly scheduled examination time, if and only if all three of the following criteria are met:

1. The absence is a University-authorized or Instructor-authorized absence,
2. Arrangements are made in advance of the absence, and
3. The student provides genuine documentation to the Instructor from the appropriate University employee or official, physician, or other relevant individual that includes the date, time, and purpose of the absence. The instructor will reschedule exams only in cases where the student’s attendance is made impossible by circumstances beyond the student’s control.

Other Assignments: 100 points

Students will complete chapter pre-work for each chapter of the textbook in McGraw-Hill Connect. Pre-work utilizes adaptive learning software and is graded for completion only (% completed). If you have a solid grasp of the material in the chapter, the pre-work assignments will be relatively short. If you miss questions, you will be assigned follow-up questions until you master the material. Following the lectures and chapter studies, students will have a homework quiz that will assess learning of the chapter content. This will help prepare students for the exams. In addition, we will have a class discussion on the discussion board for many, if not all, of the chapters. You are required to participate in the discussion by posting a thread and responding to at least one other student’s thread. Discussion posts should demonstrate original work, based on research, and must include citations to sources and authorities. The instructor may assign other assignments in addition to prework, homework, and discussion posts. These assignment grades will be averaged, and the average will be worth up to 100 points of the 500 points available in the class.

ACADEMIC HONESTY:
Receiving or giving help on exams or assignments, plagiarism, or any other academic dishonesty will result in failure in this course and may result in dismissal from the University. For the purposes of this class, the following statements in the Student Handbook and Appendix A of the Honor Code will be applied:

1. No student shall give or receive, or otherwise furnish or procure assistance not authorized in the preparation of an essay, report, examination, or other assignment in an academic course or in the fulfillment of program or degree requirements such as standardized examinations.

2. No student shall take, attempt to take, or otherwise obtain, gain access to, or alter in an unauthorized manner any material pertaining to the conduct of a class or to the completion of any program or degree requirement, including but not limited to tests, examinations, laboratory equipment, roll books, academic records, or electronically stored data.

3. Plagiarism is prohibited. Themes, essays, term papers, tests, and other similar requirements must be the work of the student submitting them. Direct quotations must be indicated and ideas of another must be appropriately acknowledged.

Failure to observe these standards will result in a grade of F in the course.

STATEMENT OF ETHICAL EXPECTATIONS:
Richards College of Business community members are committed to: honesty and integrity in interactions and undertakings; respect for rights, differences, and dignity of others; accountability for personal behavior.

PROFESSIONALISM:
Students will treat the instructor and fellow students with the utmost respect and professionalism at all times.

ADDITIONAL STUDENT RESOURCES:
There is a widget on the bottom left-hand side of the course homepage with additional UWG resources.

UWG Online HelpDesk Services: 678-839-6248 or online@westga.edu
Disability Services: 678-839-6428 or ccd@westga.edu
Excel Center (Academic Support): 678-839-6280 or helpme@westga.edu
UWG Online Student Guide (contains a variety of information and resources for online learning)

COURSE CALENDAR AND EXAM DATES: This is an estimated timeline for the course and is subject to amendment at the discretion of the instructor. Any changes will be announced in CourseDen.

<table>
<thead>
<tr>
<th>Unit No.</th>
<th>Topics:</th>
<th>Assignment:</th>
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<tbody>
<tr>
<td>Unit 1:</td>
<td>Introduction; The Foundations of Law and Ethics.  <em>This material will be tested on Exam No. 1 (9/21/15 at 5:30 PM in Miller Hall 2201).</em></td>
<td>Chapters 1-4</td>
</tr>
<tr>
<td>Unit 2:</td>
<td>Legal Issues for Working Healthcare Practitioners.  <em>This material will be tested on Exam No. 2 (10/12/15 at 5:30 PM in Miller Hall 2201).</em></td>
<td>Chapters 5-8; Drop Deadline to Receive W</td>
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<tr>
<td>Unit 3:</td>
<td>Professional, Transitional, and Societal Health Care Issues.  <em>This material will be tested on Exam No. 3 (11/16/15 at 5:30 PM in Miller Hall 2201).</em></td>
<td>Chapters 9-12</td>
</tr>
<tr>
<td>Unit 4:</td>
<td>Healthcare Trends &amp; Forecasts; Other Miscellaneous Topics.  <em>This material will be tested on Exam No. 4 (Final Exam- 12/7/15 at 5:30 PM in Miller Hall 2201).</em></td>
<td>Chapter 13; Supplemental Materials</td>
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