

**Common Course Outline**  
**HIIT 140**  
**Health Law and Information Governance**  
**3 Credits**

**Community College of Baltimore County**

**Description**

**HIIT 140 – Health Law and Information Governance** focuses on internal and external standards in the health information management field. Students examine legislative and regulatory processes that guide compliance, accreditation and licensure, quality management, information and data integrity, and privacy and security. Students also analyze a variety of ethical and bioethical scenarios based on issues that arise in health care settings.

**3 Credits**

**Prerequisites:** HIIT 101 and HIIT 102

**Overall Course Objectives**

Upon completion of this course students will be able to:

1. describe state and federal legislation and regulatory guidelines for health records;
2. discuss regulatory organizations and how they monitor data integrity and the quality of health care;
3. describe the relationship between data, data sets, and information;
4. differentiate between authorized and unauthorized release of information;
5. compare and contrast paper and electronic health records to determine if they are legally defensible;
6. identify risk management concerns related to the health record;
7. explain retention and destruction policies and procedures for health records;
8. discuss ethical and bioethical situations that occur with patients and with paper and electronic health records;
9. describe the elements of a compliance program;
10. audit health records to ensure adherence to information governance principles;
11. analyze data to identify potential abuse or fraud;
12. apply information and data strategies in support of information governance initiatives;  
and
13. evaluate policies and procedures that ensure organizational compliance with regulations and standards.

**Major Topics**

- I. Health Law
  - A. American Recovery and Reinvestment Act of 2009
  - B. Affordable Care Act

- C. Employment Retirement Income Security Act
- D. Health Insurance Portability and Accountability Act of 1996
- E. Health Information Technology for Economic and Clinical Health Act
- II. Ethics
- III. Health Information Management Legal Issues
- IV. Strategic and Organizational Management
- V. Information Governance Principles and Structure
- VI. Regulatory and Legal Compliance
  - A. Joint Commission
  - B. Center for Medicare and Medicaid Services
  - C. Health Level Seven (Standards Development Organization)
  - D. Office of the National Coordinator for Health Information Technology
  - E. National Center for Health Statistics
  - F. American College of Surgeons
- VII. Data Quality Attributes and Standards
  - A. Clinical Document Architecture
  - B. Continuity of Care Document
  - C. Continuity of Care Record
  - D. Digital Imaging and Communications in Medicine
  - E. Logical Observations, Identifiers, Names, and Codes
  - F. Systemized Nomenclature of Medicine
- VIII. Health Information Exchange
- IX. Regional Health Information Organizations

### **Course Requirements**

Grading procedures will be determined by the individual faculty member but will include the following:

### **Grading/exams**

- A minimum of weekly assignments to include case studies
- A minimum of graded discussion board assignments
- A minimum of 4 quizzes
- Written research project, minimum 1000 words
- Midterm exam
- Comprehensive final exam

Written Assignments: Students are required to use appropriate academic resources.