



## COURSE OUTLINE: HCA119 - LEGAL ASPECTS HEALTH

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Approved: Sherri Smith, Chair, Natural Environment, Business, Design and Culinary

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| <b>Course Code: Title</b>  | HCA119: LEGAL ASPECTS: HEALTHCARE ADMINISTRATION  |   |
| <b>Program Number: Name</b>  | 2185: HEALTH CARE ADMIN   |   |
| <b>Department:</b>   | BUSINESS/ACCOUNTING PROGRAMS  |   |
| <b>Semesters/Terms:</b>  | 19W, 19S, 19F   |   |
| <b>Course Description:</b>   | In this course, students will learn about the laws and regulations that govern health care in Ontario, and how they influence organizational governance, professional practice, and health care policies. Students will gain the foundational knowledge and critical thinking skills necessary to navigate and resolve legal issues and risks unique to a health care setting, and will help students to link aspects of risk, quality and safety. Through the use of risk prevention and management approaches, students will learn how to proactively identify actual and potential risks, comply with legislative and regulatory requirements, and ensure due diligence. |   |
| <b>Total Credits:</b>  | 3   |   |
| <b>Hours/Week:</b>   | 3   |   |
| <b>Total Hours:</b>  | 45  |   |
| <b>Prerequisites:</b>  | There are no pre-requisites for this course.  |   |
| <b>Corequisites:</b>   | There are no co-requisites for this course.   |   |
| <b>Vocational Learning Outcomes (VLO's) addressed in this course:</b>                                | <b>2185 - HEALTH CARE ADMIN</b>   |   |
| <b>Please refer to program web page for a complete listing of program outcomes where applicable.</b> | VLO 1 Address the needs of a diverse patient population using best practices to ensure progressive and positive processes within a health care facility.  |   |
|  | VLO 2 Achieve positive outcomes using core concepts of quality, patient safety, patient & Family centred care.  |   |
|  | VLO 3 utilize progressive, professional leadership concepts while working within an interprofessional health care team.   |   |
|  | VLO 5 Practice within the legal, ethical and professional scope of practice of a manager in the province of Ontario.  |   |
|  | VLO 7 Support evidence informed decision making, using critical thinking skills and best practices in the administration of a healthcare facility.  |   |
|  | VLO 8 Outline strategies to manage risks in the business activities of a health care organization.  |   |
|  | VLO 9 Maintain ongoing personal and professional development to improve work performance in health care administration.   |   |
|  | <b>Essential Employability Skills (EES) addressed in this course:</b>   | EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience. |
|  |   | EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication.  |
|  | EES 4 Apply a systematic approach to solve problems.  |   |
|  | EES 5 Use a variety of thinking skills to anticipate and solve problems.  |   |



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- EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.  
 EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.  
 EES 10 Manage the use of time and other resources to complete projects.  
 EES 11 Take responsibility for ones own actions, decisions, and consequences.

**Course Evaluation:**

Passing Grade: 50%, D

**Other Course Evaluation & Assessment Requirements:**

Refer to the Course Outline Addendum 2018 / 2019 below and on the Learning Management System (LMS) for additional information

**Books and Required Resources:**

Canadian Health Law & Policy by Joanna Erdman, Vanessa Gruben, Erin Nelson  
 Publisher: LexisNexis Edition: 5th  
 ISBN: 9780433490319

**Course Outcomes and Learning Objectives:**

| <b>Course Outcome 1</b>   | <b>Learning Objectives for Course Outcome 1</b>  |
|---|--|
| Identify and articulate the current legal landscape of Canadian health care with a focus on Ontario           | 1.1 Explore the complex Canadian and Ontario legal frameworks as they pertain to health care and discuss sources of law including statute, constitutional and common law<br>1.2 Identify key statutes in Ontario related to health care including the Excellent Care for All Act, Quality Care Information Protection Act, Public Hospitals Act, Health care Consent Act, Mental Health Act, Personal Health Information Protection Act, Regulated Health Professions Act<br>1.3 Explain the structure and key components or `anatomy` of legislation, regulation and reported cases<br>1.4 Navigate legislation and regulation to answer common and complex legal questions that arise in a health care setting |
| <b>Course Outcome 2</b>   | <b>Learning Objectives for Course Outcome 2</b>  |
| Examine contemporary legal issues impacting health care organizations, and explore contentious perspectives   | 2.1 Explore decisions in landmark and other key cases in Canadian health care law on topics such as end-of-life, abortion, privacy, mental health, consent and capacity<br>2.2 Identify and critique legal arguments for and against various view points<br>2.3 Discuss the relationship between law, risk, quality and safety in health care organizations<br>2.4 Defend a personal or professional perspective on a health care law topic  |
| <b>Course Outcome 3</b>   | <b>Learning Objectives for Course Outcome 3</b>  |
| Demonstrate the application of processes for responding to adverse events that arise in a health care setting | 3.1 Explore key concepts of `due diligence`, `critical incident`, `disclosure` and `service recovery` and how these concepts apply when responding to adverse events<br>3.2 Identify potential and actual risks and legal issues surrounding common health care incidents<br>3.3 Demonstrate the application of key tools and critical thinking skills to analyze incidents in order to identify root cause(s), distinguish between facts and stories, and identify next steps<br>3.4 Utilize forums and processes to generate key recommendations and work plans following an adverse event with a focus on quality improvement and safety  |



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|   | <p>3.5 Identify and execute steps for due diligence related to service recovery, notification / reporting, discipline, and communication</p> <p>3.6 Identify and discuss the process for managing litigation against a health care organization</p>   |
| <b>Course Outcome 4</b>   | <b>Learning Objectives for Course Outcome 4</b>   |
| Describe required governance structures, operational infrastructures, best practices and policies as they relate to quality, safety and risk in a health care environment | <p>4.1 Discuss compliance and reporting requirements of health care organizations in Ontario including privacy breaches, Ministerial Orders, patient relations processes, quality improvement plans, Coroners` cases and inquests, professional College complaints, release of information (to patients, Coroners, police, etc.)</p> <p>4.2 Explore the role of key committees and positions in hospitals and other health care organizations in executing the mandate of patient safety and the quality of care</p> <p>4.3 Explain key components of contracts necessary to mitigate risk</p> <p>4.4 Recognize and discuss Accreditation Canada`s required organizational practices (ROPs) as they relate to a culture of safety in a health care organization</p> <p>4.5 Explore professional practice standards for physicians, nurses, pharmacists and other regulated health care professionals</p> <p>4.6 Demonstrate the application of an integrated risk management model to analyze and prioritize actual and potential risks of a health care organization</p> |

**Evaluation Process and Grading System:**

| Evaluation Type  | Evaluation Weight | Course Outcome Assessed |
|--|-------------------|-------------------------|
| Assignments (includes written assignments and presentations) | 60%               | 1, 2, 3, 4              |
| Professional Skills Development                              | 20%               | 2, 3, 4                 |
| Tests  | 20%               | 1, 2, 3, 4              |

**Date:**

December 17, 2018

Please refer to the course outline addendum on the Learning Management System for further information.

