

Common Course Outline for: CHWN 1200: Documentation, Legal, and Ethical Responsibilities in Community Health Work

A. Course Description

1. Number of credits: 3
2. Lecture hours per week: 3
Lab/Studio/Clinical hours per week: None
3. Prerequisites: None
4. Co-requisites None
5. MnTC Goals: N/A

Catalog Description:

This course focuses on the legal and ethical dimensions of the Community Health Worker's (CHW) role. Included are: boundaries of the CHW position, agency policies, confidentiality, liability, mandatory reporting, and cultural issues that can influence legal and ethical responsibilities. This course also focuses on the importance and ability of the CHW to gather, document and report client visits and other activities. The emphasis is on appropriate, accurate and clear documentation considering legal and agency requirements.

B. Date last reviewed: February, 2021

C. Outline of Major Content Areas

1. HIPPA and Confidentiality
2. Relationships with clients
3. Boundaries and scope of practice
4. Liability, malpractice, and negligence
5. Ethical care of clients
6. Needs assessment
7. The client records
8. Forms and agency policies
9. Referrals
10. Legal documentation guidelines
11. Healthcare terminology
12. Financing healthcare
13. Basics of service systems

D. Course Learning Outcomes

Upon successful completion of the course, the student will be able to:

1. Explain the protocol and process of Mandatory Reporting.
2. Recognize and classify ethical concepts of malpractice (liability, negligence, scope of practice).

3. Conduct a needs assessment, identify, and evaluate community resources for an individual or group's needs.
4. Demonstrate the proper writing documentation guidelines, using medical terminology when appropriate.
5. Assess the value of agency policies and recognize confidentiality practices such as the Health Insurance Portability and Accountability Act (HIPAA).

E. Methods for Assessing Student Learning

Course evaluation may include (but is not limited to): Objective examinations; individual projects; group and individual presentations; research papers; journal/book reviews; critique/reaction papers; journal writing, personal assessments and summaries; class discussions; class attendance.

F. Special Information: None