

AT 750 Course Documentation and Medical Ethics – 1 Credit

Syllabus

Fall 2020

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Course Description: Principles of documentation, insurance coding and reimbursement, electronic health records and legal and ethical considerations related to medical documentation and patient privacy.

Course Prerequisites: Enrollment in the Master of Athletic Training Program and successful completion of AT 700 or consent of instructor.

Course Learning Outcomes:

At the successful completion of this course, the Athletic Training student will:

1. Demonstrate documentation strategies to maintain effective communication amongst all parties involved in patient care to optimize patient outcomes.
2. Integrate ethical standards and professionalism in all documentation and decision-making scenarios
3. Demonstrate understanding of the federal, state, and local laws and regulations related to documentation that pertain to the athletic training profession
4. Identify the essential components of a medical record and electronic medical record
5. Use of documentation to enhance communication within healthcare environment
6. Understand the regulations and procedures for documentation of prescription and non-prescription medications
7. Explain use and application of diagnostic and procedural codes regarding patient care

8. Define the legal, medical, and ethical protocols governing the athletic training profession
9. Describe components and advantages of documenting within a comprehensive electronic medical record system
10. Demonstrate understanding of the rules and regulations governing various modes of electronic communication

Teaching Methods: This is an online course that will be interactive utilizing a variety of electronic formats. This will include video conferencing, discussion groups, reading and reviewing documents that guide the profession of Athletic Training. The course will be sequential and self –paced allowing flexibility with clinical education schedules and other educational and personal commitments. There will be time limits placed on the modules and other assignments to facilitate movement through the course. There will be opportunity for reading, reflection, and participation in group discussion pertaining to documentation, medical ethics, and rules and regulations guiding the profession.

Methods of Evaluation/Course Requirements

Assignment	Brief Description	Points/Percentage	Learning Outcomes Met (#)
Zoom meeting	Meet with Instructor via zoom for course introduction	20 / 11%	1,2,5,
Quiz #1	Documentation Best Practice	20 / 11%	1, 3, 5, 6, 10
Quiz #2	NATA Code of Ethics WI AT Practice Act	20 / 11%	2, 3, 8, 10
Quiz #3	Components of Medical Record & EMR	20 / 11%	4, 9, 10
Quiz #4	Medical Billing	20 / 11%	7,
Case Scenario I	Client Encounter Note / Peer Review	20 / 11%	1, 2, 3, 5, 6
Case Scenario II	Ethical Dilemma	20 / 11%	1, 2, 3, 5, 8
Case Scenario III	CPT Billing Scenarios	20 / 11%	1, 2 3, 5, 7
Individual Case Summary	Client Evaluation Note - Final Assignment Part I &II	20 / 11%	1, 2, 3, 5, 6, 8, 10
	Total	180 / 100%	

Grading Scale

Courses in the AT program have adopted the following grading scale.

94 – 100% = A	77 – 79% = C+	60 – 63% = D-
90 – 93% = A-	74 – 76% = C	< 60% = F
87 – 89% = B+	70 – 73% = C-	
84 – 86% = B	67 – 69% = D+	
80 – 83% = B-	64 – 66% = D	

ADDITIONAL INFORMATION

Open Learning Environment and Professional Behavior:

In all AT courses, you will be expected to act professionally and ethically. The NATA Code of Ethics is a great reference to how you should model professional behavior – and it will start in the classroom and clinical education setting. As we talk about sensitive topics, you will have an open mind and actively listen. Our goal is to treat each individual in class fairly and listen to their opinion and thoughts. It doesn't mean you always have to agree – but you need to be willing to try to understand. **All** students in the AT program, **WILL respect** individuality and diversity in the learning environment.

In many classes, you will be performing evaluation and touching each other as you will be doing in the AT profession. At all times, just like you would in the clinical setting, you will act professionally and properly communicate with your partner about what you will be doing. If at any time you feel uncomfortable with a certain skill or behavior, please talk to the instructor immediately.

Academic Honesty:

Academic honesty is a core principle of learning and scholarship. When you violate this principle, you cheat yourself of the confidence that comes from knowing you have mastered the targeted skills and knowledge. You also hurt all members of the learning community by falsely presenting yourself as having command of competencies with which you are credited, thus degrading the credibility of the college, the program, and your fellow learners who hold the same credential.

All members of the learning community share an interest in protecting the value, integrity, and credibility of the outcomes of this learning experience. We also have the responsibility to censor behaviors that interfere with this effort. The following behaviors will be subject to disciplinary action:

Plagiarism - presenting someone else's words, ideas, or data as your own work.

Fabrication - using invented information or the falsifying research or other findings.

Cheating - misleading others to believe you have mastered competencies or other learning outcomes that you have not mastered.

Academic Misconduct: This includes academically dishonest acts such as tampering with grades, taking part in obtaining or distributing any part of an assessment, or selling or buying products such as papers, research, projects or other artifacts that document achievement of learning outcomes.

Academic dishonesty is NOT ACCEPTABLE. UWSP subscribes to the definitions of academic dishonesty provided by the National Association of Student Personnel Administrators. Academic misconduct in the University of Wisconsin System is defined by UWS Chapter 14. The complete text of the chapter is available to you from the Dean of Students or you can visit http://www.uwsp.edu/accreditation/docs/SA_PU_250.04.pdf for more information.

UWSP Policies: Learners with questions regarding affirmative action, equal opportunity, harassment, or information about any other college policies may refer to the current UWSP Course Catalog or Student Handbook.

ADA Statement: In compliance with the Americans with Disabilities Act, students are encouraged to register with UWSP Disability Services for assistance with accommodations. It is the student's responsibility to voluntarily and confidentially disclose information regarding the nature and extent of a disability. The college cannot assume responsibility for providing accommodations or services to students who have not identified themselves as having a qualifying disability. Disabilities Services is located on campus at:

**103 Student Services Center
1108 Fremont Street
UW-Stevens Point
Stevens Point, WI 54481**

Required Course Materials

Required Texts:

No Required Text

Required Readings: (Please see Canvas for full list of assigned readings)

[NATA Best Practice Guidelines for Documentation](#)

[NATA Code of Ethics](#)

[Wisconsin Athletic Training Practice Act DSPS](#)

Supplemental Materials:

N/A

Office hours:

- **Open office hours are: N/A**
Due to the nature of this course being held in an on-line format and efforts to reduce the spread of COVID-19 all office hours will be virtual and by appointment.
- **Individual meetings can be arranged through an email request, phone call, or conversation.**

Communicating with your Instructor



Email is the quickest way to reach me. I will respond to emails within 2 working days of receipt. I will not consistently monitor email after 5 pm on working days or on weekends unless we have instruction scheduled during those times.



Call my office at any time **(715) 346-2566** Leave a voicemail if I do not answer. If an emergency, please contact Tiffany Firkus, Academic Department Associate at (715) 346-4870



Zoom Video conference is also available by request. Please schedule a Zoom meeting as though making an office hours appointment.

Course Schedule:

The instructor reserves the right to modify the course schedule to meet the learning needs of the course.

Due Date	Content	Assignments	Learning Objective
9/11/20	Course Introduction	Individual Zoom Meeting with Course Instructor	1,2,5
9/13/20	Module I – Documentation	Complete assigned reading and complete Quiz #1	1, 5, 6,
9/27/20	Module II – Legal & Ethical Practice	Complete assigned reading and complete Quiz #2	2, 8,
10/11/20	Module III – Medical Record	Complete assigned reading and complete Quiz #3	4, 9,
10/25/20	Module IV- Medical Billing	Complete assigned reading and complete Quiz #4	7,
11/1/20 11/8/20	Client Encounter Note	Write up a client encounter note Peer Review	1, 2, 3, 5, 6
11/15/20	Ethical Dilemma	Apply the Four Principles of Biomedical Ethics to this scenario write up an encounter note	1, 2, 3 ,5, 8
11/22/20	CPT Billing Scenarios	Use the physical medicine codes of the CPT system to assign billable minutes to each of the following scenarios*	1, 2, 3, 5, 7
11/29/20	Client Evaluation Note - Final Assignment Part I	Write-up of individual case experience during your internship	1, 2, 3, 5 ,6, 8, 10
12/6/20	Client Evaluation Note - Final Assignment Part II	Complete write-up of individual case experience during your internship	1, 2, 3, 5 ,6, 8, 10

** Billing is a complex topic and one that is not familiar to most ATs. I will schedule an interactive presentation regarding billing prior to the assignment due date.*