

PADM- 567: HEALTHCARE ETHICS - SPRING 2023

UNM School Of Public Administration: 3 Hours Credit

Saturdays: 12:00 PM To 2:45 PM (MST) via ZOOM

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OFFICE HOURS – By Appointment On Conference Call

Course Description:

The Course is designed to prepare future healthcare leaders of Health Care Organizations (HCO's) to deal with Healthcare Ethical Issues and Dilemmas which often occur in HCO's. The learning objectives will be achieved through the Presentation and Discussion of Case Studies in HCO's which present Ethical Issues for review and reflection as well as other readings on Ethical Issues. The Course does not cover Medical Ethics.

Course Objectives:

- 1) Identify Healthcare Management Issues confronting HCO's and their leaders.
- 2) Create an understanding of analytical frameworks for discerning the implications of healthcare ethical issues in HCO's.
- 3) Understand the roles of Governance, Management and External Government Agencies in dealing with Ethical Issues such as Waste, Fraud & Abuse.
- 4) Be prepared to assume a position of leadership in an HCO, to enhance resolution of ethical dilemmas impacting the HCO and to be aware of THE TRACKS WE LEAVE.

Prerequisites and Co-requisites

There are no addition pre-requisites or co-requisites

Technical Skills

In order to participate and succeed in this class, you will need to be able to perform the following basic technical tasks:

- Use Canvas (help documentation located in "Help">"UNM Canvas Help Site" link on left course menu, and also at [Online Student Documentation](#)).
- Use email – including attaching files, opening files, downloading attachments
- Copy and paste within applications including Microsoft Office
- Open a hyperlink (click on a hyperlink to get to a website or online resource)

- Use Microsoft Office applications
 - Create, download, update, save and upload MS Word documents
 - Create, download, update, save and upload MS PowerPoint presentations
 - Create, download, update, save and upload MS Excel spreadsheets
 - Download, annotate, save and upload PDF files
- Use the in-course web conferencing tool (Zoom)
- Download and install an application or plug in – required for participating in web conferencing sessions

Technical Requirements

Computer

- A high speed Internet connection is highly recommended.
- Supported browsers include: [Detailed Supported Browsers and Operating Systems](#)
- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM and Internet connection speed can **greatly** affect performance. Many locations offer free high-speed Internet access including [UNM's Computer Pods](#).
- Microsoft Office products are available free for all UNM students (more information on the [UNM IT Software Distribution and Downloads page](#))

For UNM Canvas Technical Support: (505) 277-0857 (24/7) or visit the [Canvas Info Site](#)

Canvas outages: Unexpected Canvas system outages are rare but, if they occur, I will advise everyone on how to proceed.

Web Conferencing

Web conferencing will be used in this course during the following times and dates:

For the online sessions, you will need:

- *A headset with microphone. Headsets are widely available at stores that sell electronics, at the UNM Bookstore or online.*
- *A high-speed internet connection is highly recommended for these sessions. Please test your wireless Internet connection for audio and/or video quality prior to web conferencing.*
- *For UNM Web Conference Technical Help: (505) 277-0857*

Tracking Course Activity

Canvas automatically records all students' activities including: your first and last access to the course, the pages you have accessed, the number of discussion messages you have read and sent, web conferencing, discussion text, and posted discussion topics. This data can be accessed by the instructor to evaluate class participation and to identify students having difficulty

TEXTBOOK AND SUPPLEMENTAL MATERIALS

Required Textbook:

THE TRACKS WE LEAVE: ETHICS AND MANAGEMENT DILEMMAS IN HEALTHCARE ISBN 9781640551404 Author: Frankie Perry, Third Edition, 2020, Health Administration Press, Chicago, Illinois.

Recommended and/or Optional Textbooks, Journals and Articles:

None

Required Supplementary Materials:

None

COURSEWORK AND PARTICIPATION

Instructor Response Time

I routinely check the course for postings or emails, Monday (8 am) – Friday (12 pm) and sometimes on the weekend. You can anticipate an 8 hour response from me, Monday – Thursday. On this weekend it maybe longer.

Procedures for Completing Coursework

Include:

- *If course work will be late please email the instructor and it will be considered on a case by case basis. Students should email the day before the due date.*
- *All written work needs to be submitted via email and case study assignments are presented online during class*

Assignments

(Please see below)

Course Expectations For Participation

Graduate Students in the UNM School of Public Administration are presumed to be adult learners who are taking PADM 567, Health Care Ethics, to improve their leadership capabilities. Students are expected to regularly attend classes, actively participate in discussions, and contribute to a positive learning environment. Reading of assigned materials will be critical for successful learning. If unusual circumstances cause you to miss a class, please send an explanatory E-Mail to Ron Aldrich, and watch the missed class on VOD, if available.

Additional Expectations:

- learn how to navigate in Canvas
- communicate with one another in team projects
- keep abreast of course announcements
- keep instructor informed of class related problems, or problems that may prevent the student from full participation
- address technical problems immediately
- to observe course netiquette at all times

- netiquette= Adhering to the same standards of respect as you would have towards another in person and respect for other's privacy,

Netiquette

<https://canvasinfo.unm.edu/students/intro-to-canvas/netiquette.html>

UNM Administrative Mandate On Required Vaccinations

All students, staff, and instructors are required by UNM administrative mandate on required vaccinations to be fully vaccinated for covid-19 as soon as possible, but no later than September 30, 2022, and must provide proof of vaccination or of a UNM validated limited exemption or exemption no later than September 30, 2021 to the UNM vaccination verification site. Students seeking medical exemption from the vaccination policy must submit a request to the UNM verification site for review by the UNM accessibility resource center. Students seeking religious exemption from the vaccination policy

Must submit a request for reasonable accommodation to the UNM verification site for review by the compliance, ethics, and equal opportunity office. For further information on the requirement and on limited exemptions and exemptions, see the UNM administrative mandate on required vaccinations.

UNM Recommendation On Masking In Indoor Spaces

All students, staff, and instructors are recommended to wear face masks in indoor classes, labs, studios and meetings on UNM campuses, see masking requirement. Qualified music students must follow appropriate specific mask policies issued by the chair of the department of music and the dean of the college of fine arts. Vaccinated and unvaccinated instructors teaching in classrooms must wear a mask when entering and leaving the classroom and when moving around the room. When vaccinated instructors are able to maintain at least six feet of distance, they may choose to remove their mask for the purpose of increased communication.

Instructors who have been granted an exception for (medical or religious exemption), or who are not vaccinated yet, must wear their masks at all times. Students who do not wear a mask indoors on UNM campuses can expect to be asked to leave the classroom and to be dropped from a class if failure to wear a mask occurs more than once in that class. With the exception of the limited cases described above, students and employees who do not wear a mask in classrooms and other indoor public spaces on UNM campuses are subject to disciplinary actions

Communication on change in modality: The President and Provost of UNM may direct that classes move to remote delivery at any time to preserve the health and safety of the students, instructor and community. Please check [fill in your communication system] regularly for updates about our class and please check <https://bringbackthepack.unm.edu> regularly for general UNM updates about COVID-19 and the health of our community.

Acceptable masks and mask wearing in class: A two-layer mask that covers the nose and mouth and that is cleaned regularly is acceptable, as are disposable medical masks, KN95,

KF94, FFP1 and FFP2 masks. A face shield is not sufficient protection. It is vital that you wear your mask correctly, covering your nose and mouth. Removing your mask for an extended period to eat or drink in class violates the university mask requirement and endangers others.

Consequences of not wearing a mask properly: If you don't wear a mask, or if you do not wear a mask properly by covering your nose and mouth, you will be asked to leave class. If you fail to wear a mask properly on more than one occasion, you can expect to be dropped from the class. If you insist on remaining in the classroom while not wearing a mask, class will be dismissed for the day to protect others and you will be dropped from the class immediately.

The instructor will try to have a few disposable masks available on a first-come, first-served basis.

Grading Procedures and Policy

Final Grades for PADM 567, Healthcare Ethics, will be based on:

- 60% Class Participation and Case Studies/Chapter Presentations
- 40% Final Exam

Exams will be Essay Questions which will provide the students the opportunity to demonstrate both knowledge and integration of knowledge. Students will select five out of eight Essay Questions to answer and will follow an Exam Schedule established by Ron Aldrich, Adjunct Professor and announced in advance.

Class participation

- Attend class weekly via Zoom with camera on
- Take part in weekly discussion by contributing thoughts and ideas
- Complete the weekly readings
- Be engaged during class
- Doing case studies and chapter presentations (Part of 60%)

Characteristics of Engagement

- Preparation
- Focus
- Presence
- Asking Questions
- Listening
- Specificity
- Synchronizing

UNM POLICIES

Title IX: Gender Discrimination

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the [Department of Education](#) (see pg. 15). This designation requires that any report of gender discrimination which includes sexual

harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the [Office of Equal Opportunity](#).
[Read more about campus policy regarding sexual misconduct.](#)

Copyright Issues

All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

[The UNM Copyright Guide](#) has additional helpful information on this topic.

Accessibility

The American with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodations of their disabilities. If you have a disability requiring accommodation, please contact the [UNM Accessibility Resource Center](#) in 2021 Mesa Vista Hall at 505-277-3506. Information about your disability is confidential.

- [Canvas Accessibility statement](#)
- [Microsoft's Accessibility statement](#)
- *Include links to accessibility statements for all other technologies included in the course.*

Academic Integrity

You should be familiar with UNM's [Policy on Academic Dishonesty](#) and the [Student Code of Conduct](#) which outline academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.

Drop Policy:

*UNM Policies: This course falls under all UNM policies for last day to drop courses **February 3, 2023 by 5:00 pm***

Please see or the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

Virtual Meeting Recordings and Guest Participant Policy:

Technology will be used for virtual meetings in this course and our use of such technology is governed by the Family Educational Rights and Privacy Act of 1974 (FERPA), the UNM Acceptable Computer Use Policy, UNM Computer Use Guidelines, and UNM's Student Code of Conduct. Sharing Electronic video and/or audio recording of the class with participants outside of the class is not permitted without written consent of the instructor and each participating student individually. The form to obtain written

consent is available at <https://registrar.unm.edu/forms/ferpa-consent.pdf>. If a student in the course is uncomfortable with completing the FERPA consent waiver, then the student should talk with their advisor or instructor to determine whether successful participation in the class is still possible, or whether another course will meet the student's degree requirements.

If permission for electronic video and/or audio recording is granted, any distribution of the recording is prohibited. You may not share class recordings with anyone outside of this course and doing so may result in disciplinary action. Students with specific electronic recording accommodations authorized by the University of New Mexico Accessibility Resources Center do not require instructor permission; however, the instructor must be notified of any such accommodation prior to recording. A record of all meetings and recordings is kept and stored by UNM, in accordance with these policies. Guest instructors and other participants may also attend our class meetings. Your instructor will not share course access in relation to class activities outside of the course participants, which include your fellow students, Tas/Gas, and any guest instructors, guest students, or community-based learning partners that we may engage with to achieve the stated course objectives.

UNM Resources

[CAPS Tutoring Services](#)

CAPS is a free-of-charge educational assistance program available to UNM students enrolled in classes. Online services include the Online Writing Lab, chatting with or asking a question of a Tutor.

CAPS Online Learning Assistant (OLA) – if this course has a tutor assigned, substitute the following:

This course has tutoring services incorporated into the course. Please see the “OLA Central” link in the course menu on the left for more details.

[UNM Libraries](#)

[Student Health & Counseling \(SHAC\) Online Services](#)

FOR MILITARY-CONNECTED STUDENTS

There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on campus at 505-277-3181, or by email at vrc@unm.edu.

CLASS ASSIGNMENTS & SCHEDULE:

Class (Saturday)	Chapter	
January 21, 2023	Ch 1 & 2 Ron Aldrich, Adjunct Professor	Ch 1: Understanding Your Leadership Responsibilities & The Business Case for Ethics Management
January 28, 2023	Ch 3 & 4	Ch 3: Medical Errors – Paradise Hills Medical Center (2 student presenters) Ch 4: Conflicting Moral Demands – Qual Plus HMO (2 student presenters)
February 4, 2023	Ch 5 & 6	Ch 5: Gender Discrimination: Rolling Hills Community Hospital (2 student presenters) Ch 6: Physician Impairment – University Hospital (2 student presenters)
February 11, 2023	Ch 7 & 8	Ch 7: Workforce Reduction- Hillside County Medical Center (2 student presenters) Ch 8: Nurse Shortage – Metropolitan Community Hospital (2 student presenters)
February 18, 2023	Ch 9 Guest Lecture (to present with one student): Pete Shelkin, MSHA, CISSP, PMR, FHIMSS	Ch 9: Information Technology Setback- Heartland Health System Pete Shelkin, MSHA, CISSP, PMR, FHIMSS (with one student presenter) - Guest Discussion Leader - To Be Invited
February 25, 2023	Ch 10	Ch 10: Failed Hospital Merger- Richland Valley Healthcare System (3 student presenters)
March 4, 2023	Ch 11	Ch 11: When Patient Demands and Policies Collide – Hurley Medical Center (2 student presenters)

March 11, 2023	Ch 12 (Final Case Study)	Ch 12: Baby Charlie And End of Life Decisions (3 student presenters)
March 18, 2023	UNM Spring Break (No Class)	
March 25, 2023	Ch 13 & 14	Ch 13 & 14: Legal Perspectives & The Intersection of Governance, Management & Ethics (3 student presenters: both chapters)
April 1, 2023	Ch 15 & 16	Ch 15 & 16: Deciding Values & The Ethics of Managing People (3 student presenters: both chapters)
April 8, 2023	Ch 17 & 18	Ch 17 & 18: Management: Diversity & Inclusion & Increasing the Capacity for Innovation in Health Care Management (4 students)
April 15, 2023	Ch 19 & 20	Ch 19 & 20: Ethics Issues in Managed Care, Evaluating Health Care Ethics Committees (4 students)
April 22, 2023	Ch 21	Ch 21: Prevention & Treatment of Substance Abuse Disorders Among Healthcare Professionals (4 students)
April 29, 2023	Ch 22 & 23	Ch 22 & 23: Ethics Issues in Medical Education & Ethics Issues in Healthcare Emergency Management (3 students: both chapters)
May 6, 2023	Final Class	Feedback On Final Exams & Grades-Professor Aldrich & Feedback on PADM 567, Health Care Ethics – Students