

**PARALEGAL STUDIES PROGRAM
SCHOOL OF CONTINUING STUDIES
TULANE UNIVERSITY
(Updated May 2007)**

COURSE TITLE: Healthcare Law and Compliance
COURSE #: UPAR-432
CREDIT HOURS: 3 credit hours
LOCATION: Uptown
DAYS/TIME:
INSTRUCTOR: Janice L. Kazmier, Esq.
CONTACT: jkazmier@tulane.edu or jankazmier@earthlink.net
(504) 762-2294

OFFICE HOURS: By appointment and prior to and after class.

TEXT: American Health Lawyers Association, Fundamentals of Health Law, 3d ed. (required)

COURSE DESCRIPTION:

This course is designed to provide paralegals with the skills necessary to assist lawyers who practice in the healthcare field. The field of healthcare law and compliance covers diverse areas: contracts, tax, antitrust, civil litigation, criminal law, and administrative law.

COURSE OBJECTIVES:

Upon completion of this course, students should be able to:

- understand basic healthcare terminology
- understand the legal/regulatory environment of healthcare
- enhance legal research skills
- perform legal research of federal regulations
- enhance legal writing skills
- recognize legal issues confronting physicians and healthcare organizations
- identify potential ethical conflicts in the healthcare area, and
- manage multiple projects simultaneously.

INSTRUCTIONAL METHODS:

Information in class will be presented via lectures, slide presentations, Internet searches, and individual or group student presentations of textual material or problem solutions.

All assignments are due on the date specified, by the time of class. Assignments that are submitted late and without a valid excuse will be subject to a five (5) point

penalty per day up to seven (7) days, after which the assignment will not be accepted. Assignments are designed to test your ability to apply principles learned in class to typical problems in health law practice.

Quizzes and exams will test your didactic knowledge of material in the text and on Blackboard.

ASSIGNMENT FORMAT:

All written assignments must be double-spaced, on letter-size paper, with one-inch margins, in 12-point font. Number each page at the bottom and staple all pages together. Be sure that your name appears in the upper left corner of the first page, along with the course name/number and title of assignment. **Be sure that you keep a copy of all of your assignments.**

WRITING WORKSHOP:

Since this course involves writing assignments, students may wish to use the tutoring services available at the Writing Workshop. The Writing Workshop is located in the Educational Resources and Counseling Department, in the Mechanical Engineering Building on the uptown campus. Evening and weekend appointments are available. You may call (504)865-5103 or access the schedule at <http://www.erc.tulane.edu/tutoring/writing.htm>.

EVALUATION OF STUDENT PERFORMANCE:

I recommend that you accomplish assigned reading prior to class so that you may participate in discussions and student presentations.

Two quizzes (at 10% each)	20%
Letter of appeal to administrative tribunal	20%
Federal law and regulation research project	20%
Midterm exam	20%
Final exam	20%

GRADING:	94 – 100	A	73 – 76	C
	90 - 93	A-	70 – 72	C-
	87 – 89	B+	67 – 69	D+
	83 – 86	B	64 – 66	D
	80 – 82	B-	60 – 63	D-
	77 – 79	C+	00 – 59	F

HONOR CODE:

In all work submitted for academic credit, you are expected to represent yourself honestly. Work must be your individual effort. Since this course is writing intensive, you should pay particular attention to the bans articulated in the following sections:

Plagiarism

The use of the ideas, data or specific passages of others that are unacknowledged or falsely acknowledged, with the purpose of influencing a grade. Any paraphrasing or quotation must be appropriately acknowledged.

Falsification of research

The fraudulent or deceptive generation of data or the knowing use of data gathered in such a manner.

You may view the entirety of Tulane’s Honor Code at <http://provost.tulane.edu/HonorCode.htm>.

CLASSROOM POLICIES:

Please use the “buddy system”--get notes from a class buddy if you miss any sessions. If you know that you will be absent on a particular date when an assignment is due or an exam is scheduled, please let me know as soon as possible.

Please refrain from the use of cell phones or pagers while in class.

CLASS COMMUNICATION:

I rely on Tulane email and Blackboard to keep you informed; please check these frequently. To access Blackboard, log on to <http://www.blackboard.tulane.edu>. Please feel free to call me during normal business hours if you have emergencies or particular concerns.

DISABILITY ACCOMMODATIONS:

The University makes available reasonable accommodations in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Any student with specific questions about Office of Disability Services (ODS) procedures and policies should contact the Director of ODS for additional information or view the ODS website at <http://erc.tulane.edu/disability/AccOverview.htm>.

CLASS SCHEDULE*:

* Class schedule is subject to change. Please consult Blackboard and/or the instructor.

Class 1: Subjects: Syllabus review
2hrs. 50mins. Health care terminology and acronyms
Introduction to healthcare organizations
Review of administrative law
Reading: Material on Blackboard
Skim Chapter 1, pg. 1-35

Class 2: Subjects: Physician/patient relationships
2hrs. 50mins. Physician financial relationships
Reading: Chapter 2, pg. 37-56
Chapter 9, pg. 313-329
Guest speaker: A.J. Herbert, III
Middleberg, Riddle & Gianna

Week of Class 3 & 4:

Quiz open on Blackboard for Chapter 2 and course materials

Class 3: Subjects: Finish physician financial relationships
2hrs. 50mins Medicare coverage and eligibility
Reading: Chapter 3, pg. 57-82

Class 4: Subject: Medicare reimbursement and appeals
2hrs. 50mins Reading: Material on Blackboard
Chapter 3, pg. 82-112

Class 5: ***Appeal letter due by beginning of class period***
2hrs. 50mins Subject: Regulating hospitals

Reading: Chap. 8, pg. 295-311

Class 6: Review for Midterm Exam
2hrs. 50mins Discussion on Research Project

Class 7: Midterm exam on Chap. 2, 9, 3, and 4

Class 8: Subject: Healthcare fraud and abuse
2hrs. 50mins Reading: Chapter 4, pg. 117-124, 138-141, 152-162
Material on Blackboard

Class 9: Subject: Regulating insurance
2hrs. 50mins Reading: Chap. 7, pg. 233-244, 251-266

Class 10: Subject: Federal regulations affecting insurance
2hrs. 50mins Reading: Chap. 7, pg. 267-280

Class 11: ***Quiz on Chap. 4 and 7***
2hrs. 50mins Subject: Review of federal law and regulation research methods
 Reading: Material on Blackboard

Class 12: Subject: Ethical dilemmas in health care law
2hrs. 50mins Reading: Chap. 12, pg. 411-430

Class 13: ***Research project due by beginning of class period***
2hrs. 50mins Review for final

Class 14: ***Final exam on Chap. 4, 7, and 12***
2hrs. 50mins