BMI 576/676
Managing Ethics in Biomedical Informatics
3 credits

Spring Quarter 2016

Prerequisites:
Graduate level standing
Completion of Big Brain Training in: HIPAA, Respect at the University, Integrity Education Booster, Responsible Conduct in Research (RCR).
http://www.ohsu.edu/xd/about/services/integrity/training/bigbrain/index.cfm
Plagiarism: How to Recognize Plagiarism https://www.indiana.edu/~istd/plagiarism_test.html

Course Description:
The goal of this course is to introduce and sensitize students to the ethical, legal, and social issues arising in the use of electronic uses of data. Students will become familiar with managing and implementing legal and regulatory requirements mandated by HIPAA rules, as well as developing and implementing organization wide HIPAA-related policies and training programs. Topics will include the theories and models for critical thinking in ethical decision-making, federal rules and regulations related to ethical issues in health care, e.g., HIPAA privacy and security rules, ethical decisions in genomics, authorship and whistle blowing, funding research, use of information technology to inform public health issues; peer review, data provenance and data sharing, diversity and discrimination in health care.

Topics will include the
- Theories and models for critical thinking in ethical decision-making
- Federal Rules and Regulations related to ethical issues in health care. e.g., HIPAA privacy and Security Rules
- Confidentiality and privacy in an electronic environment
- Ethical issues in
  - Genomics
  - Authorship, plagiarism, and whistleblowing
  - Funding research
  - Use of informatics technology to inform public health issues
  - Peer review
  - Data provenance and data sharing
  - Diversity and discrimination in healthcare
  - Research misconduct, and a “Hippocratic oath” for research scientists.
  - Use of animals in research

This course meets the ethics requirement for biomedical informatics students in the School of Medicine Graduate Program.

Instructors:
Joanne Valerius, PhD, MPH, RHIA
Assistant Professor
Office: BICC 4th Floor Faculty Offices
cell phone: 763-427-9797
Course Objectives:
At the end of this course the student will be able to:
1. Perform and communicate ethical decision-making using a prescribed model.
2. Evaluate compliance and risk management when ethical behavior is not proven.
3. Manage and implement legal and regulatory requirements mandated by HIPAA rules.
4. Develop and implement organization wide HIPAA-related polices and training programs.
5. Demonstrate a practical understanding of critical ethical issues in biomedical informatics (as noted in topics above), and the ability to identify sources to inform ethical decision-making.

Course Format:
Weekly course materials will consist of online lectures, assigned readings, and topics for discussion. The materials will be posted each Wednesday of the course term. Weekly homework will consist of posting analyses and comments to the discussion forums on Sakai in response to a set of assigned questions.

Synchronous Meeting:
There will be one synchronous on campus/online two hour session to provide for more student/faculty/guest speaker interaction. The date of this session will be determined by the first week of the term. This is optional, but you are strongly encouraged to attend. In past years we have been able to accommodate in person meetings, and students found them to be helpful. This year we will have a synchronous session so that online students can attend as well.

Forum posts for each week will be graded either on a 10-point or a 15-point scale (this will be indicated each week). See below for how points will be awarded:

<table>
<thead>
<tr>
<th>Points given</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>+5</td>
<td>Original post was made but was not thoughtful and/or relevant</td>
</tr>
<tr>
<td>+5</td>
<td>Post was thoughtful and relevant</td>
</tr>
<tr>
<td>+5 (when indicated)</td>
<td>Relevant and thoughtful response was made to a classmate’s post</td>
</tr>
</tbody>
</table>

Prompt discussion of weekly topics is vital for student learning. Late posts (added after the week’s deadline is over) will be reduced by 50%. Upon review at the end of the course, no posts in a given week will be assigned a score of zero (0).

Note: When a post includes responding to another student: Your original post must be completed by Monday, 5 p.m. Pacific time in order for other students to read and post a comment by Wednesday 11:59 p.m. Pacific Time.
**Final assessment for ALL students:** You are required to write a 6 page paper (use AMIA abstract style provided in course materials) with a minimum of 8 references. Use NLM style guide for citations and reference list (see course materials).

For students taking BMI 676, *an additional assignment will be provided to you under a separate announcement by week two.*

**Grading:**
This course is graded with letter grades as follows:

- 90 - 100: A
- 80 - 89.9: B
- 70 – 79.9: C (Course will not count towards graduation credits)
- <70: F (note D is considered failing)

Breakdown of percentages for grading:
- 40% forum discussions
- 30% final assessment
- 30% Individual assignments

Graduate Studies in the OHSU School of Medicine is committed to providing grades to students in a timely manner. Course instructors will provide students with information in writing at the beginning of each course that describes the grading policies and procedures including but not limited to evaluation criteria, expected time needed to grade individual student examinations and type of feedback they will provide.

Class grades are due to the Registrar by the Friday following the week of finals. However, on those occasions when a grade has not been submitted by the deadline, the following procedure shall be followed:

1) The Department\(^1\) /Program Coordinator\(^2\) will immediately contact the Instructor requesting the missing grade, with a copy to the Program Director and Registrar.

2) If the grade is still overdue by the end of next week, the Department\(^1\) /Program Coordinator\(^2\) will email the Department Chair directly, with a copy to the Instructor and Program Director requesting resolution of the missing grade.

3) If, after an additional week the grade is still outstanding, the student or Department\(^1\) /Program Coordinator\(^2\) may petition the Office of Graduate students for final resolution.

\(^1\) For courses that are run by a specific department.

\(^2\) For the conjoined courses (course number is preceded by CON_ that are run by Graduate Studies.

**Copyright Information:**
Every reasonable effort has been made to protect the copyright requirements of materials used in this course. Class participants are warned not to copy, audio, or videotape in violation of copyright laws. Journal articles will be kept on reserve at the library or online for student access. Copyright law does allow for making one personal copy of each article from the original article. This limit also applies to electronic sources.

To comply with the fair use doctrine of the US copyright law, Sakai course sites close three weeks after grades are posted with the Registrar. Please be sure to download all course material you wish to keep before this time as you will have no further access to your courses.
Student Access:
OHSU is committed to providing equal access to qualified students who experience a disability in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (ADA-AA) of 2008. If you have a disability or think you may have a disability (physical, sensory, chronic health, psychological or learning) please contact the Office for Student Access at (503) 494-0082 or studentaccess@ohsu.edu to discuss eligibility for academic accommodations. Information is also available at www.ohsu.edu/student-access. Because accommodations may take time to implement and cannot be applied retroactively, it is important to have this discussion as soon as possible. All information regarding a student’s disability is kept in accordance with relevant state and federal laws.

Academic Honesty:
Course participants are expected to maintain academic honesty in their course work. Participants should refrain from seeking past published solutions to any assignments. Literature and resources (including Internet resources) employed in fulfilling assignments must be cited. See http://www.ohsu.edu/xd/education/library/research-assistance/plagiarism.cfm?WT_rank=1# for information on code of conduct for OHSU and http://www.ohsu.edu/xd/education/teaching-and-learning-center/for-students/index.cfm for more information on citing sources and recognizing plagiarism.

In an effort to uphold the principles and practice of academic honesty, faculty members at OHSU may use originality checking systems such as Turnitin to compare a student’s submitted work against multiple sources.

To protect student privacy in this process, it will be necessary to remove all personal information, i.e. student name, email address, student u-number, or any other personal information, from documents BEFORE submission.

Use of Sakai:
This course will have an online component, which can be accessed through Sakai, OHSU’s online course management system. For any technical questions or if you need help logging in, please contact the Sakai Help Desk.

Sakai Help Desk is available:
Mon – Fri, 8 am – 9 pm
Weekends, 12 pm – 5 pm
Contact Information:
(Toll-free) 877-972-5249
(Web) http://atech.ohsu.edu/help
(Email) sakai@ohsu.edu

Student Communication:
Students are required to adhere to the DMICE Communication Policy:

1. If the syllabus directs the student to contact the TA before contacting the instructor, the student should do so. Otherwise, the student should contact the instructor and allow 2 business days (not including weekends) for a response.
2. If the student does not receive a response from the instructor within 2 business days, s/he should contact the TA (if there is one). When contacting the TA s/he should cc the instructor and Diane Doctor at doctord@ohsu.edu.

3. If a student does not receive a response from the TA within 1 business day (not including weekends), s/he should contact Diane Doctor at doctord@ohsu.edu and cc the instructor and the TA.

4. If Diane does not reply within 1 business day (not including weekends), the student should contact Andrea Ilg at ilgan@ohsu.edu.

5. Students having difficulties with Sakai should contact the Sakai Help Desk at sakai@ohsu.edu or at (877) 972-5249. Sakai help is available M-F from 8am to 10-pm and weekends from Noon to 5pm. Do not contact the instructor.

**Weekly topics (may change at the discretion of the instructors):**

Week 1 Introduction to Ethics in Biomedical Informatics; Theories and models for decision-making
Week 2 Ethics and Internet use for Research
Week 3 Federal Rules and Regulations
Week 4 Ethical Issues in Funding
Week 5 Cultural Issues Affecting Ethical Decision Making
Week 6 Use of Informatics to inform public health issues
Week 7 Genomic research and ethical applications
Week 8 Peer Review, Authorship and whistle blowing
Week 9 Data provenance, data sharing, breach of PHI
Week 10 Avoiding Fraud & Abuse
Week 11 Final Assessment Due