BMI 576/676  
Managing Ethics in Biomedical Informatics  
3 credits  

Spring Quarter 2015  

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 whistleblowing, 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  
Assistant Professor  
Office: BICC 4th Floor Faculty Offices  
Phone: 503 494-6019; cell phone: 763-427-9797 (preferred)
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 Tuesday 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. Eight (8) hours of scheduled in-person or real-time online activities will be required (and scheduled and announced by the 1st week of the term).

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>
</tr>
</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.

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

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

**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)

There will be 8 hours of in class/on-line synchronous learning that you will need to attend. The days and time of the learning will be available by the end of week one. This is an NIH requirement for universities that have grant-funded training programs.

There will be 3 synchronous virtual meetings via Sakai for all students. On-campus students are required to participate in-person.

**Class dates and times:**
Wednesday, April 8, 5-7pm PST BICC 429
Wednesday, May 13, 5-8pm PST BICC 513W
Wednesday, May 20, 5-8pm PST BICC 513W

A computer with a browser, webcam and headphones with microphone are required for virtual attendance.

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 Department¹ /Program Coordinator² 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 Department¹ /Program Coordinator² 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 Department¹ /Program Coordinator² 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 with disabilities. Student Access determines and facilitates reasonable accommodations, including academic adjustments and auxiliary aids, for students with documented disabilities. A qualified student with a disability is a person who meets the academic and technical standards requisite to admission or participation in a particular program of study. As defined by the Americans with Disability Act (ADA), a person with a disability has a physical or mental impairment that substantially limits one or more major life activities of the individual. This may include, but is not limited to, physical conditions, chronic health issues, sensory impairments, mental health conditions, learning disabilities and ADHD. Student Access works with students with disabilities from all of OHSU’s educational programs and at each campus.

Each school has an assigned Program Accommodation Liaison (PAL), who acts as an “in-house” resource for students and faculty concerning access issues for students with disabilities. The PAL works in collaboration with Student Access to implement recommended accommodations for students with disabilities.

It is recommended that you contact Student Access to consult about possible accommodations if you a) received disability accommodations in the past, b) begin experiencing academic difficulties, and/or c) are given a new diagnosis from your healthcare provider.

Learn more about Student Access:
Phone: 503 494-0082
Email: studentaccess@ohsu.edu
Website: www.ohsu.edu/student-access

**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](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