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**Course Syllabus: Informatics and Imaging**  
**Robert D. & Carol Gunn College of Health Sciences & Human Services**  
**Department of Radiologic Sciences**

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**Course Information**

**Name:** RADS 4533 –Imaging Informatics  
**Credit:** 3 hours  
**Term:** Summer 2019  
**Prerequisite:** None

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**Professor**

**Mandy Sedden MSRS, RT(R) Assistant Professor, Radiologic Sciences**

**Email:** [mandy.sedden@msutexas.edu](mailto:mandy.sedden@msutexas.edu)

Use this format in the subject line: 4533\_your last name\_topic of the message  
E-mail is the best way to reach me. If I have not responded within 72 hours, please email me again.

**Phone:** (940) 397-4664

**Office Location:** Midwestern State University  
3410 Taft Blvd.  
Bridwell Hall 226  
Wichita Falls, TX 76308

**Office Hours:** Please make an appointment.

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**Course Description**

This course introduces the concepts of information technology as it relates to health care and radiology. Healthcare data trends, electronic health records, architecture of information systems, health information privacy and security, ethics, mobile technology, telemedicine, PACS, quality improvement, and patient safety.

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

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## Course Objectives

- Discuss the concept of health informatics as it relates to healthcare facilities.
- Describe the architecture of healthcare information systems.
- Relate the importance of healthcare ethics, and patient safety to health information technology
- Discuss barriers to health information technology
- Explain the PACS system and process.

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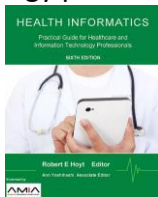
## Teaching Methodology

Desire2Learn (D2L) modules, independent reading assignments, D2L module quizzes, discussion boards, and a final exam. Independent study.

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## Course Materials

Hoyt, R. E. (2012). Health informatics: Practical guide for healthcare and information technology professionals. (6<sup>th</sup> ed.) Informatics Education. <http://informaticseducation.org/>



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## Course Communication

Contact information for the instructor is listed at the beginning of this syllabus. Email is the preferred mode of communication. Students must use their standardized MSU Student email for correspondence about this course. When emailing the instructor, you must use the following subject header:

**4533\_your last name\_topic of message**  
Example: 4533\_Smith\_Quiz 4

When there is a need to contact students, the instructor will use the student's MWSU email account, students.mwsu.edu. The instructor is not responsible for sending emails to any other email account. Faculty members will not be responsible for keeping up with other email addresses for students. If you have not established this account, do so as soon as possible by going to: <http://infosys.mwsu.edu/email.asp>

The instructor will respond or at least acknowledge email messages from students within a maximum of five (5) business days when MSU is in session. **MSU is open only 4 days a week in the summer, so be mindful that if you email the instructor on a Friday you might not get a response until Monday.** Beyond standard university holidays and breaks, the instructor will notify students of any extended periods of time when email contact is not practical (professional meetings, etc.). I will meet face-to-face with any interested students by appointment only. This meeting is optional and must be confirmed by email ahead of time with me.

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## **Attendance**

Since this is an online course, there are no mandatory class sessions. However, it is important that you keep track of your own progress, due dates, etc. Students should communicate with the instructor on a regular basis.

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## **Assignments**

### **Assignment Format**

This course is divided into seven (7) units of instruction.

Each unit contains PowerPoint presentations and resources for each chapter and each assignment. There are discussion boards and quizzes for each Unit; the questions come from each chapter in that unit. You must post an original response to the discussion board **AND** reply to at least 2 other original student posts.

The final exam comprises 50 random questions over all of the chapters. Be sure to study the unit quizzes to prepare for the final exam.

### **Student Responsibilities**

As a student enrolled in this course, you will be responsible for adhering to and meeting posted deadlines and due dates. **Posted closing dates along with assignment due dates and deadlines found in the Course Calendar within D2L will be strictly enforced. If an assignment does not meet the posted deadline, a grade of zero (0) will be recorded for that assignment. Extenuating circumstances do occur and will be addressed on an individual basis. NOTE: waiting until the last minute to submit an assignment does not constitute an extenuating circumstance.**

### **Grading/Evaluation:**

Students are required to submit all assignments in the appropriate assignment area, (quizzes and discussion boards) within D2L. Do not email or fax assignments unless told specifically to do so by your instructor. Do not wait until the last minute to submit in case you have technical difficulties. If you have difficulties submitting any assignments, contact your instructor immediately so that problems can be resolved by the deadline. Technical difficulties need to be addressed through the D2L help link.

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## Evaluation

### Grade Distribution

- 30% Discussion Boards
- 30% Quizzes
- 15% Dropbox Assignments
- 25% Final Exam

### Grade Scale

- A = 100-90
- B = 89-80
- C = 79-70
- D = 69-60
- F = 59 and below

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## Important Dates

Date	Assignment
June 3, Monday	Class Opens Review Course Syllabus
June 10, Monday	Unit 1 Discussion Boards Due by <b>11:59 PM</b> Quiz 1 Due by <b>11:59 PM</b>
June 17, Monday	Unit 2 Discussion Boards Due by <b>11:59 PM</b> Quiz 2 Due by <b>11:59 PM</b>
June 23, Sunday	Practice Fusion: Electronic Medical Record Exercise Dropbox Assignment Due by <b>11:59 PM</b>
June 24, Monday	Unit 3 Discussion Boards Due by <b>11:59 PM</b> Quiz 3 Due by <b>11:59 PM</b>
July 1, Monday	Unit 4 Discussion Boards Due by <b>11:59 PM</b> Quiz 4 Due by <b>11:59 PM</b> <b>Final exam must be schedule with ProctorU by this date</b> <b>All assignments must be completed by the date your exam is scheduled with ProctorU.</b>
July 8, Monday	Unit 5 Discussion Boards Due by <b>11:59 PM</b> Quiz 5 Due by <b>11:59 PM</b> <b>Final exam opens</b>
July 11, Thursday	Last Day to Drop With a 'W'
July 15, Monday	Unit 6 <b>No required Discussion Board</b> Quiz 6 Due by <b>11:59 PM</b>
July 29, Monday	Unit 7 Discussion Boards Due by <b>11:59 PM</b> Quiz 7 Due by <b>11:59 PM</b>
August 4, Sunday	<i>Last Day to take the final exam by 11:59 PM</i>

\*\*All times are CST (Central Standard Time) on the date indicated.

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## Requesting a Withdrawal

**The last day to drop this course with a grade of “W” is 4:00 pm on Thursday, July 12, 2016.**

Refer to the Undergraduate Bulletin for details about receiving a grade of “Incomplete” in a course. In an emergency or extenuating circumstance, a student may request a grade of “Incomplete” in a course before grades are submitted. If the instructor grants the “Incomplete,” the student has until thirty (30) days after the beginning of the next long semester to complete the course requirements. If the student does not complete the course requirements within the deadline, the grade of “Incomplete” will automatically convert into a grade of “F.”

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## Academic Conduct

- Academic dishonesty (cheating, plagiarism, etc.) will not be tolerated in this class and may result in suspension or dismissal from this course and from the program. Cases will also be referred to the Dean of Students for possible dismissal from the university.
- RADS 4913 adheres to the MSU Code of Conduct. In particular, academic dishonesty, however small, creates a breach in academic integrity. A student’s participation in this course comes with the expectation that his or her work will be completed in full observance of the MSU Code of Student Conduct. A student should consult the current Student Handbook for answers to any questions about the code.

## Honor System

- **“As an MSU Student, I pledge not to lie, cheat, steal, or help anyone else to do so.”**
- Cheating includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or completing other assignments; or (3) the acquisition of tests or other academic materials belonging to the university faculty or staff without permission.
- **Plagiarism** includes, but is not limited to: the use of, by paraphrase or direct quotation without correct citation in the text and on the reference list, the published or unpublished works of another person. Students may not submit papers and assignments that they have previously submitted for this or other courses. The use of materials generated by agencies engaged in "selling" term papers is also plagiarism. Students are encouraged to review the tutorials and suggested websites for more information about plagiarism. Papers and other assignments may be submitted to an external agency for verification of originality and authenticity.
- By enrolling in this course, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include, but not limited to: the right to reproduce the student’s work

product in order to verify originality and authenticity as well as for educational purposes. Specifically, faculty may submit student papers and assignments to an external agency to verify originality and authenticity to detect for plagiarism.

- Research, by nature, is highly interactive and collaborative with researchers helping each other learn. Students are encouraged to take full advantage of many resources available including Internet sites, handouts and module notebooks, other textbooks and journals, faculty, and peers. This interactive collegial learning environment is conducive for life-long learning and productive research. The faculty encourages you to participate in the plagiarism tutorial which can be found on the homepage of this course.
- ***When students submit their paper for grading, they are attesting that they have abided by this rule.***

### **Plagiarism:**

For this course plagiarism is defined as: the use of a source without proper attribution. This can include (but not limited to):

- Turning in someone else's work and calling it your own.
- Paraphrasing another source without citing the source;
- Direct quotations which are not marked as direct quotations regardless of the attribution;
- Using a majority of direct quotes within a paper regardless of attribution and;
- Using incorrect information in a citation including citing one author as the source of another author's work.<sup>1</sup>

All assignments may submitted to TurnItIn.com, a computerized service which checks for plagiarism. Any suspicious results will be investigated. Instances of plagiarism will result in a lower grade on the assignment; a grade of "F" on the assignment, and/or a grade of "F" on the course. Repeated or severe instances may result in academic probation, or dismissal from the program. Instances can also be referred to the Dean of Students for further action.

If you have any questions about what constitutes plagiarism, please consult:

- The entire University Academic Dishonesty Policy which can be found in the University Student Handbook
- [http://mwsu.edu/Assets/documents/student>life/2013>14%20Student%20Handbook.pdf](http://mwsu.edu/Assets/documents/student%20life/2013%20Student%20Handbook.pdf)
- The website: [Plagiarism.Org](http://Plagiarism.Org);; or
- This instructor.

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## **Special Needs**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal opportunity for qualified persons with disabilities to participate in all educational programs and activities.

The Office of Disability Support Services (DSS) provides information and assistance, arranges accommodations, and serves as a liaison for students, instructors, and staff. The DSS has assistance devices such as books on tape, recorders, and adaptive software which can be loaned to qualified individuals. A student/employee who seeks accommodations on the basis of disability must register with the Office of Disability Support Services in the Clark Student Center Room 168 or call (940) 397.4140 for further information. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation on the basis of a disability are encouraged to resolve the problem directly with the area involved. If the matter remains unresolved, advice and/or assistance will be provided by the Office of Disability Services for resolution. The grievance procedure may be found in the Student Handbook and Activities Calendar.

The Director of the Counseling Center serves as the ADA Coordinator and may be contacted at (940) 397.4618, TDD (940) 397.4515, or 3410 Taft Blvd., Clark Student Center Room 108.

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## **Administrative Process**

Unresolved issues related to this course should be first addressed between the student and the course instructor. If there is no resolution, students must follow this sequence:

1. Interim Department Chair: Mrs. Debra Wynne (940) 397.4608
2. College Dean: Dr. Jeff Killion (940) 397.4679
3. Dean of Students: Matthew Parks (940) 397.6273