Course Syllabus

Code - Course Title	**SAK101U -**
Course Type	I. SEMESTER
Laboratory + Practice	0+0
ECTS	**6.0**
Language of Instruction	Türkçe
Course Type	Required Courses
Course Instructor(s)	ASSIST. PROF. DR. KAMER TECEN YÜCEL

Mode of Delivery	Distance Education
Prerequisites	There is no prerequisite or co-requisite for this course.
Courses Recomended	No recommended optional programme is required.
Recommended Resources	Educational and sectoral publications
Work Placement	No work placement.

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1		Information and Records Management in Health Services	
Week - 2		Patient Records and Electronic Patient Records	
Week - 3		Patient Records Archive	
Week - 4		Legal Aspects of Health Records	
Week - 5		Review Questions and Answers	
Week - 6		Review Questions and Answers	
Week - 7		Midterm	
Week - 8		International Classification of Diseases	
Week - 9		Official Correspondence and Medical Reports	
Week - 10		Medical Documentation, Quality in Documentation, and the Role of Documentation in Quality Systems	
Week - 11		Medical Documents and Documentation in Outpatient Health Care Facilities	
Week - 12		Review Questions and Answers	
Week - 13		Review Questions and Answers	
Week - 14		Final Examination	

Learning Outcomes

#	Learning Outcome
1	Explains the concepts of patient records and electronic patient records
2	Defines the basic concepts related to the patient records archive
3	Explains the administrative and legal responsibilities related to health records
4	Understands the importance of health records
5	Explains the rules and techniques of official correspondence
6	Understands the basic concepts related to medical documentation
7	Defines non-inpatient health care facilities

Sustainable Development Goals

No content has been provided.

Course Theme

No content has been provided.

AKTS Workload

Activity	Duration (Hour)	Count	Workload
Teorik Derse Katılım	0	0	0
Sınıf Dışı Çalışma (Ön Hazırlık & Pekiştirme Amaçlı)	0	0	0
Ödevler	0	0	0
Proje - Rapor - Sunum Hazırlama	0	0	0
Ara Sınav Hazırlığı (sınav süresi dahil)	0	0	0
Final Sınavı Hazırlığı (sınav süresi dahil)	0	0	0
Uygulama (Laboratuvar, Müzik/Enstrüman Uygulaması, Atölye/Saha Çalışması vb.)	0	0	0
Staj Uygulaması	0	0	0
		Calculated ECTS	**0**

Assessment Method and Passing Requirements

No content has been provided.

Assessment Method and Passing Requirements	Quamtity	Percentage (%)
1.Midterm Exam	1	30
Final Exam	1	70
	Sum (%)	**100**