HS2 Review Packet 4-Legal & Teamwork Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What are the 6 attributes of an effective leader?
2. What is the importance for the healthcare professional to understand legal and ethical issues?
3. Understanding and abiding by legal and ethical standards protects which 4 groups?
4. What are the 4 attitudes of an effective leader?
5. Describe an AUTOCRATIC leadership style.
6. Ethical behavior ensures:
7. Describe a DEMOCRATIC leadership style.
8. Describe a LAISSEZ-FAIRE leadership style.
9. Define the following elements of a contract
   1. Offer
   2. Acceptance
   3. Genuine Agreement
   4. Capacity
   5. Consideration
   6. Legality
10. What is a legal disability? What are the 4 individuals who are considered at a legal disability as defined in the powerpoint?
11. What are the two types of contracts and what are the differences between the two?
12. What are the 4 roles on an effective leader?
13. Describe the following characteristics of effective teams.
    1. Common Purpose
    2. Free Communication
    3. Trust
    4. Collaboration
    5. Consensus Decision
    6. Complementary Skills
    7. Commitment
14. Describe the following roles/responsibilities of healthcare team members
    1. Assessment
    2. Treatment/Management
    3. Education/Advocacy
    4. Referrals/Collaboration
15. What are the 5 characteristics of effective healthcare teams?
16. What is informed consent and why is it crucial?
17. What is the difference between rules of ethics and principles of ethics?
18. What are the benefits to patients of effective healthcare teams? To healthcare agencies?
19. What is a felony?
20. What is the Patient’s Bill of Rights? What does it include?
21. What are the 3 reasons conflict arises?
22. How can team conflict be prevented?
23. List and describe the 4 A’s of reacting to team conflict.
24. What does the consumer bill of rights include?
25. What are the 7 steps to managing team conflict listed in the powerpoint?
26. Define teamwork.
27. What does the Omnibus Budget Reconciliation Act of 1987 address?
28. What does the Nursing Home Reform Act of 1990 require at admission? How often does this need to be re-evaluated?

1. List and describe the 5 stages of teambuilding
2. What information is exempt from HIPAA?
3. Define the following criminal law terms
   1. Assault
   2. Battery
   3. Misuse of Narcotics
   4. Murder
   5. Practicing without a License
   6. Sexual Assault
   7. Theft
4. What is civil law?
5. Define the following civil torts
   1. Physical Abuse
   2. Sexual Abuse
   3. Verbal Abuse
   4. Defamation of Character  
      1. Libel
      2. Slander
   5. False imprisonment
   6. Invasion of Privacy
   7. Malpractice
   8. Negligence
6. What is the difference between Malpractice and Negligence? Use the terms act of OMISSION and act of COMISSION to support your definition.