

Course Syllabus

Course: 5510, Principles of Healthcare Management
Academic Year: 2013/2014 **Semester/Quad:** Fall B
Credit Hours: 2
Prerequisites: None

Instructor: Katie Niesen

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Availability:

I am available to meet with students 30 minutes prior to class or after class as needed. I am available via email or telephone during the week. E-mails and telephone calls will be returned within 24 hours.

Course Description:

This course explores critical trends and crises in the current and emerging American healthcare industry. The formation of healthcare policy in view of current trends and social concerns is explored from the perspective of the consumer, the provider and society at large. Extensive consideration is given to ethical concerns arising out of these issues.

Course Materials:

Text: Sultz, Harry A., Young, Kristina M Health Care USA, 8th Edition, Jones & Bartlett Learning, Burlington MA 01803
ISBN: 9781284029888

Supplemental readings will be made available.

Essential IDEA Objectives:

1. Gaining factual knowledge (terminology, classifications, methods, trends).
2. Learning fundamental principles, generalizations, or theories.
3. Learning to apply course material (to improve thinking, problem solving, and decisions).

Course Methodology:

The course will largely be lecture and discussion format. Emphasis will be placed on student participation. Students will need to come to class prepared and having completed the reading assignments prior to class. Students will complete a mid-term essay exam and a final paper assignment.

Computer Requirements:

In order to effectively participate in and successfully complete this course, each participant will need to have access to a computer and a high-speed internet connection. Please visit <http://www.northpark.edu/Campus-Life-and-Services/Information-Technology/Network/Minimum-Requirements> for information on computer requirements.

Schedule of Weekly Assignments:

Week	Topics	Assignment(s)
1 10/23	Course Overview. Introduction of US Health Care. Benchmark Developments in US Healthcare Health Information Technology	Chapters 1,2,3
2 10/30	Hospitals: Origin, Organization & Performance Ambulatory Care	Chapters 4,5
3 11/6	Medical Education The Health Care Workforce	Chapters 6,7 Mid-term distributed
4 11/13	Financing Health Care	Chapter 8, Mid-term due.
5 11/20	Long Term Care Mental Health Services	Chapters 9, 10 Final Paper Topic Due
6 12/4	Public Health and the Role of Government in Health Care Research: How Health Care Advances	Chapters 11,12
7 12/11	Future of Health Care	Chapter 13

Grading:

Assignment	Points	Grade %
Article Submission	20	10%
Class Participation	70	15%
Mid-term Exam	140	35%
Final Paper	200	40%
Total	430	100%

Grade Mapping:

Letter Grade	Numeric Grade	Letter Grade	Numeric Grade	Letter Grade	Numeric Grade
	A (95-100%)		B- (80-82%)		D+ (67-70%)
	A- (90-94%)		C+ (77-79%)		D (63-66%)
	B+ (87-89%)		C (73-76%)		D- (60-63%)
	B (83-86%)		C- (70-72%)		F (<60%)

Assignment Grading Policies:

The mid-term is due at the beginning of class in week 4. Final exam due date will be discussed in class. Late assignments will not be accepted.

Student Responsibilities:

Students will need to complete the class reading assignments prior to class. Students should be prepared to participate in class discussion.

Instructor Responsibilities:

The instructor will come prepared each class, incorporating relevant current industry news into weekly discussions. The instructor will be available to answer questions or clarify class content.

ASSIGNMENT SPECIFICATIONS

ASSIGNMENT #1 Article Submission

Assignment Specifications: Beginning in Week 2, 1 student will be responsible for finding a current news article related to Health Care that will be discussed in class. The student responsible for the article will post a link to the article on Moodle no later than 9am the Monday before class. The student will provide a summary of the article (5-10 minutes) and how it relates to what we've been learning in class to the instructor and other students at the beginning of each class session. All students are expected to read the article. Questions/discussion points related to the article/summary will be expected from each student.

Category	Excellent 20 - 17 points	Very Good 16 - 14 points	Good 13-10 points	Fair 9 - 5 points	Poor 4-1 points	Unacceptable 0 points
1. Article Submission	Article directly relates to health care and is posted on Moodle before the deadline. Student providing article is prepared to give a clear and concise summary of article.	Article directly relates to health care and is posted on Moodle before the deadline. Student providing article gives good summary of article.	Article directly relates to health care and is posted on Moodle before the deadline. Student providing article gives short summary of article, missing critical points.	Article is somewhat related to health care but is not posted on Moodle before the deadline. Student providing article gives good summary of article.	Article is somewhat related to health care but is not posted on Moodle before the deadline. Student providing article gives short summary of article, missing critical points.	Article is not related to Health Care and not turned in before the deadline

ASSIGNMENT #2 Student Participation

Assignment Specifications: There is tremendous value in class dialogue and learning from our peers. Discussion will be encouraged throughout class lectures and student perspectives, supported opinions, and participation will enrich the class experience for all.

Participation	10-9 points per week	8-6 points per week	5-3 points per week	2-0 points per week
	Comments and questions are insightful demonstrates grasp of course material	Comments and questions aid discussion providing some understanding of course material	Few contributions, comments and questions have little relevance to topics discussed	Minimal or no participation

ASSIGNMENT #3 Mid-term Exam

Assignment Specifications: The mid-term exam is a take-home essay exam. Students will be free to select 7 of 10 questions to which they must write short essay responses. The questions will be largely based on material covered in class lectures and the reading assignments.

Category	Excellent 20 – 19 points Per question	Very Good 18-17 points Per question	Good 16-14 points Per question	Fair 13-11 points Per question	Poor 10-1 points Per question	Unacceptable 0 points Per question
1. Responses	Response is thorough and student integrates course content throughout response	Responses reflect sufficient knowledge of course content	Response is lacking sufficient knowledge of course content	Student shows minimal increased knowledge of course content in response	Student responses do not reflect knowledge of course content	All required questions are not answered.

ASSIGNMENT #4 Final Paper

Assignment Specifications: Students will be able to select the specific topic of their healthcare research paper. The topic is due week 5. The objective of the paper is to develop a more complete understanding of a particular issue within healthcare finance, delivery, management, or effectiveness on population health. The paper must be between 6 and 8 pages.

Category	Excellent 200 - 160 points	Very Good 159 -119 points	Good 118-78 points	Fair 78 -58 points	Poor 57- 1 points	Unacceptable 0 points
1. Introduction (Organization)	The introduction states the main topic and the main topic clearly relates to health care. The introduction previews the structure of the paper. The introduction is inviting to the reader.	The introduction states the main topic and the main topic clearly relates to health care. The introduction previews the structure of the paper	The introduction states the main topic and the topic clearly relates to health care	The introduction states the main topic, but the topic as introduced does not relate clearly to health care	An attempt has been made to introduce the topic, but It has not been clearly stated.	There is no clear introduction of the main topic or structure of the paper
2. Research	Reference list contains a minimum of three references. Additionally, citations are used properly within the paper	Reference list contains two references. Additionally, citations are used properly within the paper	Reference list contains two references.	Reference list contains more than one but less than two references. Additionally citations are used properly within the paper	Reference list contains one reference per number of team members	Reference list not supplied

3. Focus on Topic	Paper topic is clear and well- focused topic. Main idea stands out and is supported by detailed knowledge of textbook readings and other sources	Paper topic is clear and well-focused. Main idea stands out and is supported by detailed knowledge of textbook readings only	Paper topic is clear but the supporting information is general – not clearly based on theory provided in the course.	Paper topic is somewhat clear but there is a need for more supporting information.	Paper topic is not clear. Although the material is in alignment with course concepts, it is presented in a seemingly random and incoherent manner.	The paper topic is not clear and the content is not in alignment with course concepts.
4. Grammar & Spelling	Writer makes no errors and uses grammar and formatting proficiently to enhance the overall readability of the paper	Writer makes no errors in grammar, spelling or formatting	Writer makes 1-2 errors in grammar, spelling or formatting	Writer makes 3-4 errors in grammar, spelling or formatting	Writer makes more than 4 errors in grammar, spelling or formatting	Writer makes more than 5 errors in grammar, spelling or formatting
5. Conclusion	The conclusion is strong and concise. It pulls together all aspects of the paper as each relates to the topic described in the introduction.	The conclusion is strong, but wordy. It pulls together all aspects of the paper as each relates to the topic described in the introduction.	The conclusion is recognizable and relates to the topic described in the introduction, but elements within the body of the paper have been lost between the introduction and the conclusion	The conclusion is recognizable, but does not clearly relate to the topic described in the introduction.	Only one or two sentences have been written to indicate that the paper is complete.	There is no clear conclusion, the paper just ends.

POLICY STATEMENTS

Academic Honesty

In keeping with our Christian heritage and commitment, North Park University and the School of Business and Nonprofit Management are committed to the highest possible ethical and moral standards. Just as we will constantly strive to live up to these high standards, we expect our students to do the same. To that end, cheating of any sort will not be tolerated. Students who are discovered cheating are subject to discipline up to and including failure of a course and expulsion.

Our definition of cheating includes but is not limited to:

1. Plagiarism – the use of another’s work as one’s own without giving credit to the individual. This includes using materials from the internet.
2. Copying another’s answers on an examination.
3. Deliberately allowing another to copy one’s answers or work.
4. Signing an attendance roster for another who is not present.

In the special instance of group work, the instructor will make clear his/her expectations with respect to individual vs. collaborative work. A violation of these expectations may be considered cheating as well. For further information on this subject you may refer to the Academic Dishonesty section of the University's online catalog.

In conclusion, it is our mission to prepare each student for a life of significance and service. Honesty and ethical behavior are the foundation upon which such lives are built. We therefore expect the highest standards of each student in this regard.

Attendance Policy for Graduate Courses

The graduate courses in the SBNM are all 7 weeks in length. Missing one class session is allowed without penalty as long as all readings and assignments are made up by the student within a reasonable time period (the following week). Failing to log into an online course site for an entire week is allowed, but a penalty may be applied at the instructor's discretion. Missing a second class session is allowed only in unusual circumstances by prior arrangement with the instructor. Since this represents almost 30% of the engagement time for the course, the student runs the risk of receiving a lower overall grade for the class. Faculty are encouraged to drop the course grade by a full letter grade in this situation. A student who misses three classes (or the equivalent for an online class) will automatically fail the course, unless the student drops the course before the seventh week of class. Students who drop a course will be held responsible for tuition, based upon the current North Park University policy outlined in the University Catalog (found on the NPU website).

APA Requirement

The School of Business and Nonprofit Management (SBNM) has adopted the Publication Manual of the American Psychological Association (APA) as the standard and required format for all written assignments in SBNM courses.

Our goal in adopting the APA Manual is to enhance student learning by:

- 1) Improving student's writing skills.
- 2) Standardizing the required format of all written assignments in all SBNM courses.
- 3) Emphasizing the importance of paper mechanics, grammatical constructs, and the necessity of proper citations.
- 4) Holding students accountable for high quality written work.

If you are unfamiliar with the requirements of the APA Manual, we recommend that you purchase the reference manual and/or that you consult one or more of the suggested resources as listed on the Student Resources section of the SBNM website. **It is your responsibility to learn and ensure that all written work is formatted according to the standards of the APA Manual.**

Students with Disabilities

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact your program's office (Business: 773-244-6270). Please do so as soon as possible to better ensure that such accommodations are implemented in a timely manner. For further information please review the following website: <http://www.northpark.edu/ada>