

Course	HLTH 5000: Organization and Management in Health Administration
Term	Fall 2008
Instructor	Instructor: Bernice R. Kennedy, Ph.D. Home ☎: 803-353-2082 Email Bern29044@AOL.COM
Catalog Description	This course explores the many different methods of health care delivery, their respective financing, and the implications for managing in different types of health service organizations. Emphasis is placed on the role of the manager in directing and guiding these different types of health service organizations.
Prerequisites	None
Course Level Learning Outcomes	<ul style="list-style-type: none"> ▪ Assess the various health care delivery systems. ▪ Appraise the interaction of health, environments, organizations, populations, and the health professions in the United States. ▪ Analyze the various social and economical changes impacting the health care system. ▪ Evaluate health as an alternative value and of justice as a moral argument for allocation of health care. ▪ Synthesize, integrate and evaluate alternative health care models and process into an evaluation framework useful for health care managers. ▪ Formulate communication skills in health care environment to meet course requirements to practice speaking and writing. ▪ Assess the various trends in health care that will impact the management of health care in the future.
Materials	<p>Required textbooks</p> <ul style="list-style-type: none"> ▪ Understanding the U. S. Health Service Systems Third Edition; Phoebe Lindsey Barton, Health Administration Press, ISBN 1-56793-203-7 ▪ Practical Research Planning and Design (Seventh Edition) Paul D. Leedy and Jean Ellis Ormrod, Merrill Prentice Press Hall. ▪ Publication Manual of APA 6th Ed. American Psychological Association, ISBN1-55798-241-4

Grading	<p>The following scale will be used to determine the final course grade:</p> <ul style="list-style-type: none"> ▪ Case Analyses 15% ▪ Midterm Exam 15% ▪ Presentation 20% HS Management Project 10% Healthy People 10% ▪ Special Final Project 25 % ▪ Participation 5% ▪ Final Exam 20% <p>Grading Scale: South Carolina regional scale will be used.</p> <ul style="list-style-type: none"> ▪ A 96 - 100 ▪ A- 90 - 95 ▪ B+ 87 - 89 ▪ B 84 - 86 ▪ B 80 - 83 ▪ C 70 - 79 ▪ F 0 - 69
Activities	<p>In class discussion, case studies, article critiques, in class midterm and final exams, with class presentation and discussion. The instructor will also provide news, media and selected readings as appropriate.</p>
Policy Statements: University Policies	<p>University policies are provided in the current course catalog and course schedules. They are available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Academic Honesty The university is committed to high standards of academic honest. Student will be held responsible for violation of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals</p> <p>Please be aware that, should you choose to drop or withdraw from this course, the data on which you notified the university of your decision will</p>

	<p>determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with partial refund.</p> <p>Special Services</p> <p>If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p>Disturbances</p> <p>Since every student is entitled to full participation in class without interruption, disruption of class, inconsiderate behavior is not acceptance. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained</p> <p>From time to time, Department will retain student assignments or projects for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that students will be redacted from the assignment or project?</p>
<p>Course Policies</p>	<p>All students are expected to attend class and participate in discussions. Attendance and participation are necessary to provide the students with a full learning experience. All assignments are due as outline above and no exception will be made. Failure to participate in class and failure to complete assignments as outlined will negatively impact your final grade. Each student must demonstrated proficiency in the use of the English language in the research paper submitted for this course. Grammatical errors, spelling errors, and writing not expressing ideas clearly will affect your final grade. Students are advised to use The Publication Manual of the American Psychological Association (Fourth Edition) for form, style and general writing principles in the preparation of research.</p>

<p>Weekly Schedule</p>	<p>Week 1</p> <ul style="list-style-type: none"> ▪ Introductions and class review: Review of course syllabus, class requirements, and grading. Discussion of case analysis/exercises, midterm exam, final exam, article critiques, special health service project, and oral presentation. <p>Chapters 1 and 2 Topics:</p> <ul style="list-style-type: none"> ▪ Introduction to the U.S, Health Services System ▪ An Overview of the United States Health Services ▪ <i>National Health Insurance/International Perspective Exercise-Group Project.</i> <p>Week 2</p> <p>Chapter 3 and 4 Topics:</p> <ul style="list-style-type: none"> ▪ Access to Health Services ▪ Organizational of the United States Health Services and Its Users ▪ <i>Rationing in Life threatening Situation/Case Analysis -Group Project</i> ▪ Article Critique <p>Week 3 Chapters 5 and 6 Topics</p> <ul style="list-style-type: none"> ▪ Management of the United States Health Care System ▪ Health Insurance: The Major Financial for the United States Health Services Systems. ▪ APA Guidelines ▪ <i>Rationing in Deciding About Health Care Program/Case Analysis-Group Project</i> <p>Week 4 Chapters 8, 9 and 10 Topics</p> <ul style="list-style-type: none"> ▪ The Health Services Workforce ▪ Hospitals ▪ Biomedical Research, Health Services Technology, and Technology Assessment ▪ Research Article Critique ▪ Group 1-Health Service Workforce ▪ Group 2-Hospital ▪ Group 3- Biomedical Research/ Technology Assessment Case Analysis
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Week 5

Chapters 12 and 13

Topics:

- Health Promotion, Health Protection, and Disease Prevention
- Primary Care
- Secondary Care
- **Article Critiques**

Group 1-Primary Care

Group 2 Health Promotion

Group 3-Secondary Care

Case Analysis

Week 6

- **Midterm Exam (Chapters 1 through 12) (In class)**
- *Healthy People Project 2010- Group/Individual Project (Instructor will provide more details)*

Week 7

Chapter 18

Topic:

- **The Care of Special Population and Special Disorders**

Presentation of Project

- **Healthy People- Project 2010-Group Project**
- *Work on Special Health Services Management Project Individual Project (Instructor will provide more details)*

Week 8

Students Presentation of Special Project.

Presentation of a Special Health Service Management Project

Week 9

- **Final Exam (In class)**
Chapters (13 through 18)

<p>Grading Guidelines for Grading Assignments</p>	<p>Guidelines for format and grading for Case Analyses, Article Critiques and Presentation</p> <p>Guidelines for Croup Case Analyses</p> <p>Work as a Group (25 points)</p> <p>Presentation of the Material (professional, scholarly) (25 points)</p> <p>Application of the Case to Course Content or Theory (50 points)</p> <p>Guidelines for Article Critiques</p> <p>The paper will be <i>a minimal of 1 to 3 pages in</i> length, not including the <i>Title and Reference page</i>, and will utilize the APA style format. The article will be research journal article related to the topic of the week. Students are to use <i>Times Roman size 12 fonts</i>. The student will include the following criteria in the paper:</p> <p>Title Page 2 points</p> <p>Introduction and Problem Statement 20 points</p> <ul style="list-style-type: none"> ▪ General Background of the Study ▪ Problem Statement <p>Review of the literature 16 points</p> <ul style="list-style-type: none"> ▪ Report Research Related to Topic. <p>Methodology 20 points</p> <ul style="list-style-type: none"> ▪ Theoretical Framework (if applicable; for example, The Health Belief Model; The Health Behavior Model) ▪ Type of Design (i.e. Case Study Approach; Analytical Review of the Literature) ▪ Description of the Population ▪ Description of the Setting/Organization <p>Results 20 points</p> <ul style="list-style-type: none"> ▪ Present the Result; Findings (e.g., clear and concise). <p>Conclusion/Interpretation/Further Research 20 points</p> <ul style="list-style-type: none"> ▪ Conclusion Based on the Results of the Analyses/Research (e.g., Relationship to Theory) ▪ Interpretation of Study ▪ Recommendations for Improvement in Health Services Management
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	<ul style="list-style-type: none"> ▪ Recommendations/Implications for Future Research <p>References 2 points</p> <ul style="list-style-type: none"> ▪ Alphabetical Order/ APA Style <p>Presentation Guidelines</p> <p>:</p> <p>Presentation must follow the following guidelines:</p> <p>PowerPoint Presentation or Transparencies/ Handouts (25 points)</p> <p>Effective Opening (5 points)</p> <p>Objectives of the Presentation (5 points)</p> <p>Outline of the Presentation (5 Points)</p> <p>Content of the Presentation (thorough, organized, well researched, creativity) (50 points)</p> <p>Effective Closing (Summary; Questions and Answers) (5 points)</p> <p>Professional Attires (5 points)</p>

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