

Syllabus

Course Number: HCM-302

Course Name: Financial Management in the Healthcare Industry

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Textbooks:

The Well Managed Healthcare Organization, 7th Edition
by John R. Griffith, FACHE and Kenneth R. White, PhD, FACHE
ISBN: 13: 978-1-56793-298-4

Course Description:

This 8-week course examines the practical application of basic financial management in health care organizations. This role of accounting, cost analysis, budget development, management of financial resources, FTE allocation and other management tools will be discussed. Heavy emphasis will be placed on Healthcare Management tools for practice administration. Topics will consist of description and discussion of problems in medical services financing, delivery and analysis of medical market functions. Textbook and reading assignments will be utilized as a required source for discussion. Part of the course will consist of a group project.

Prerequisite:

None

Course Materials:

Text

Computer access with Internet connection

Course Assessment:

This course provides a basic foundation in the field of Financial Management in the Healthcare Industry and application in the area of Healthcare Practice Management to students. Assessment for this course will focus on the ability of students to meet the following objectives:

Objective A: Demonstrate an understanding of the problems and opportunities facing Practice Administrators in current healthcare organizations

Objective B: Demonstrate an understanding of operations techniques in a wide variety of sectors including hospitals, clinics, and private practices

Objective C: Demonstrate application of business principals of accounting, cost analysis, and budget development to solve business problems and project profit and loss

Objective D: Demonstrate ability to develop quantitative measures for management of financial resources for optimal utilization of staff and equipment

The following assessment items are used to evaluate student performance on the course objectives. These items may be used in a pre-and post-test format or as imbedded examination items.

Topic Outline:

- 1) Problems and opportunities facing Practice Administrators in healthcare organizations. Healthcare reform changes and challenges.

- 2) Understanding operations techniques in a variety of sectors including hospitals, clinics and private practices.
- 3) Application of business principals of accounting, cost analysis and budget development to solve business problems and project profit and loss.
- 4) Quantitative measures for management of financial resources. Optimal utilization of staff and equipment.

Course Format:

Course consists of lecture, video presentations, case studies, discussion and debate; There will be a midterm and a final examination, as well as, a team produced group project.

Students will be assigned outside reading assignments (text and internet) and are expected to participate in class discussion and debates of the assigned materials.

Outside class student preparation is approximately 4 hours per week.

Policies:

Attendance Attendance at all classes is expected. Unexcused absences will affect final grade.

Late Assignments Unexcused late assignments will not be accepted.

Examinations: Two examinations are administered in this course. **No make-up examinations will be administered.** Examinations are multiple choice, true/false, and essays.

Academic Honesty The CBC Student Code of Conduct governs all courses taught at Goldey-Beacom College. (The Code of Conduct can be found on the College web site and print copies are available in Academic Advisement and Student Affairs.) It is each

student's responsibility to be familiar with and abide by the Honor Code and with the Rules of Decorum in creating a respectful learning.

Semester Grade:

Attendance /Class Participation	30%
Midterm exam	20%
Group project	25%
Final Exam	25%

Homework and tests:

Expectations:

Readings and class assignments and group project preparation require approximately 4 hours outside of class per week. All class participants are expected to be aware of and abide by the Goldey-Beacom Honor Code:

Case Study:

A 10-minute case study presentation related to one of the syllabus topics will be assigned to students working in pairs. The intent of the study is to provide increased understanding of the positive and negative operational, financial and ethical factors of the subject.

Group Project:

The group project is a team building effort intended to demonstrate the student's ability to apply the course concepts. Each student will be assigned to a group and the group will be assigned a multifaceted topic problem. Groups will be expected to meet and communicate in and outside of the classroom to plan and develop a solution to the specific Health Care topic.

Getting Help:

Help may be obtained by contacting your instructor by e-mail, phone, or an appointment.

Academic Honor Code:

www.gbc.edu/academic/policies-u.html