Webster UNIVERSITY

Orlando, FL Metro Campus · George Herbert Walker School of Business & Technology · Business Department

Integrated Studies in Health Administration

HLTH-6000

S1 2021   Section JA   3 Credits   01/04/2021 to 03/05/2021   Modified 11/17/2020

🕐 Meeting Times

Lecture & Webnet

Monday, 6:30 PM to 10:30 PM, Orlando Metro Campus & Webnet (Zoom)

Class begins at 5:30 pm (ET)

👤 Contact Information

Adjunct Assistant Professor : Abeer Alamri, Ph.D.

Email: abeeralamri77@webster.edu

🖥 Description

This course requires that the student synthesize and integrate the knowledge gained through the health administration management curriculum. This may be accomplished by means of an overarching management construct, such as health administration strategy, health administration cases, or through analyzing the health administration literature, and delivering oral presentations or writing critical papers on this review.

Requisites
None

There is an additional course fee of $42.

📊 Outcomes

Course Learning Outcomes

- Integrate the management domains in the Health Administration curriculum:
  - Organization and Management
  - Organizational Planning and Change
  - Human Resources
  - Finance
  - Statistics
  - Health Policy
  - Health Law
- Apply the domains for case analysis or critical writing in Health Administration.
- Analyze cases or literature within the broader context of Health Administration.
- Recognize current initiatives and/or best practices that will lead health care organizations toward greater efficiency and effectiveness.

Competencies

- **Community Orientation** - Understanding the importance of building strategic partnership and relationships
- **Communication** - Prepare business communications
- **Organizational Behavior** - Understanding how actions and attitudes can affect organizational outcomes
- **Human Resources** - Understand human resource issues, problems and solutions
- **Leading and Managing** - Hold self and others responsible for organizational mission, vision and goals
- **Financial** - Analyze and interpret financial information
- **Marketing** - Analyze marketing issues in healthcare organizations
- **Information Technology** - Understanding and using technology skills
- **Quantitative Analysis** - Analyze and interpret quantitative information
- **Legal Principles** - Discuss and critically analyze health-related legal principles
- **Strategic Planning** - Develop and discuss a strategic plan for a healthcare organization
- **Health Policy** - Define the operational and economic impact of select health policies on the delivery of health care services
- **Quality & Process Improvement** - Apply concepts of process improvement to relevant problems

🌐 Required Textbook

Strategic Management of Health Care Organizations

Author: Ginter, Duncan & Swayne
Publisher: Wiley
Edition: 8th
ISBN: 978-1119349709

☰ Deliverables

Lecture

Group Discussion

Case Studies

Final Project

Throughout the MHA Program, students participate in a variety of integrative experiences, under the guidance of faculty who are health practitioners, experts. Each project requires engagement with healthcare providers. Student apply and synthesize the knowledge and skills taught.

In the MHA capstone course, HLTH 6000 Integrated Studies in Health Administration, student participate in a capstone project, working within teams to pursue research on a healthcare related question or problem. This project requires that students interview and engage with practitioners, and formally present to a panel of healthcare leaders.

Through field trips and visitations to area healthcare agencies, students are exposed to diverse health administration experiences. This real-life field training experience is a cornerstone of the MHA Program.

Program Level Assessment: Peregrine Exam

Assignment #X in this course is to complete the Comprehensive Exam provided by Peregrine Academic Services. The exam results are used to measure program-level learning outcomes as required by accreditation authorities. You are required to complete the exam in order to complete this course. We need you to do your best in order for us to have the best possible data for our continuous improvement process.

This is a graded assignment; however, the exam is graded on a curve since the exam is not based on a traditional 100-point grading scale; rather it is a nationally normed exam. The grade you receive for the exam will be based on the following table:

HLTH 6000 Grade Scale		
CPC-Based COMP Exam Score	Relative Interpretation of Student Competency	Outbound Exam Grade/Points
80-100%	Very High	A+/10
70-79%	High	A/10
60-69%	Above Average	B/8
40-59%	Average	C/5
30-39%	Below Average	D/1
20-29%	Low	F/0
0-19%	Very Low	F/0

How to Access the Exam

To begin the registration process, please follow the on-screen instructions found at the following URL: https://micro.peregrineacademics.com/site/webster/course-list.php

Your password is: **WEB-GRAD**

The registration process should take no more than 5 minutes to complete. Upon completion of your registration you will receive a confirmation email with your exam/course link for taking the exam, at the email address you provide to us.

If you have any problems with the registration process, please visit our technical support page at: www.peregrineacademics.com/home/technical-support.

The exam typically takes about 60-90 minutes to complete, with a maximum of 3 minutes allowed per question. Once you begin the exam, you will have 48 hours to complete it; Time is allotted for pauses and breaks. For a comprehensive list of Frequently Asked Questions, visit https://www.peregrineacademics.com/home/frequently-asked-questions.

✔ Evaluation

Grades will be based on the following assignments and activities

Components	Points	Percentage
Attendance/Class participation	30	15
Group Discussion x 4	60	30
Case Studies x 3	60	30
Final Project	50	25

Total	200	100

Criteria

Grading Scale:

A = 93-100 points

A- = 90 to 92 points

B+ = 87-89 points

B = 84 to 86 points

C = 70-79 points

F = below 70 points

The GRADUATE catalog provides these guidelines and grading options:

- **A/A−** Superior graduate work
- **B+/B/B−** Satisfactory graduate work
- **C** Work that is barely adequate as graduate-level performance
- **CR** Work that is performed as satisfactory graduate work (B− or better). A grade of "CR"is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses.
- **F** Work that is unsatisfactory
- **I** Incomplete work
- **ZF** an incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal.
- **IP** in progress
- **NR** Not reported
- **W** Withdrawn from the course

📅 Schedule

Week	Requirements
Week 1 January 4th	Chapter 1, 2
Week 2 January 11th	Chapter 3, 4 **DB 1**
Week 3 January 18th	Chapter 5 **Case study 1**
Week 4 January 25th	Chapter 6 **DB 2**
Week 5 February 1st	Chapter 7, 8 **Case study 2**

Week 6 February 8th	Chapter 9 DB 3
Week 7 February 15th	Chapter 10 Case study 3
Week 8 February 22nd	DB 4
Week 9 March 1st	Final Project & Presentation

✳ Course Policies

Students are expected to maintain high degrees of professionalism, commitment to active learning and participation in this course. Students are expected to participate in all required activities as listed on the course syllabus. Students are responsible for keeping up with and adhering to the due dates and other instructions. Assignments must be submitted by the given deadline or special permission must be requested from instructor before the due date. Students are expected to complete each assignment well before its deadline. Extensions will not be given except under extreme circumstances. The penalty for late submission is 10% for one day late and 20% for two days late. No submission will be accepted after one week. The maintenance of academic integrity is of fundamental importance to Webster University. Thus, it should be clearly understood that acts of plagiarism or any other form of cheating will not be tolerated and that anyone committing such acts risks punishment of a serious nature. Violations of the student code of conduct will result in an F being assigned for this course.

I expect you to attend every class, to arrive on time, and to participate in all class activities. Missing class without a legitimate excuse will be officially acknowledged in a letter to you with a copy sent to your advisor. Regardless of the reasons for your absence, the first one will be considered "excused," and every absence thereafter will not be excused. Moreover, I will also subtract 10% (from a total of 100) from your course grade for each absence after the first one. If you must miss class for a legitimate reason, please notify me in advance, if possible; in any event, you are responsible for any work that you miss, and missing class is no excuse for not turning in an assignment.

Students are expected to prepare readings and other required materials for class discussion. The willingness of all members to participate in class discussions, ask questions, and bring relevant issues to class will be critical for successful completion of this course.

Additional Information

This syllabus may be revised at the discretion of the instructor without the prior notification or consent of the student. The schedule presents an approximate expectation of course progress. The instructor reserves the right to add, delete, or modify any weeks of this schedule. The instructor also reserves the right to change the overall course grade weighting. Any changes will be announced in class.

If you miss class you are responsible for getting notes and assignments.

🏛 Institutional Policies

Academic Policies

Academic policies provide students with important rights and responsibilities. Students are expected to familiarize themselves with all academic policies that apply to them. Academic policies for undergraduate students can be found in the Undergraduate Studies Catalog; graduate students should review the Graduate Studies Catalog.

Undergraduate Studies Catalog

The Undergraduate Studies Catalog contains academic policies that apply to all undergraduate students. The *academic policies and information* section of the catalog contains important information related to **attendance, conduct, academic honesty, grades, and more**. If you are an undergraduate student, please review the catalog each academic year. The current Undergraduate Studies Catalog is at:

http://www.webster.edu/catalog/current/undergraduate-catalog/ (http://www.webster.edu/catalog/current/undergraduate-catalog/)

Graduate Studies Catalog

The Graduate Studies Catalog contains academic policies that apply to all graduate students. The *academic policies* section of the catalog contains important information related to **conduct, academic honesty, grades, and more**. If you are a graduate student, please review the catalog each academic year. The current Graduate Studies Catalog is at:

http://www.webster.edu/catalog/current/graduate-catalog/ (http://www.webster.edu/catalog/current/graduate-catalog/)

Grading

The Grades section of the academic catalog outlines the various grading systems courses may use, including the information about the final grade reported for this class.

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading (http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades (http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades)

Incomplete

There are important policies that govern grades of Incomplete (I), including the circumstances under which Incomplete grades are granted, deadlines for completion, and consequences should the remaining course work not be completed. It is the responsibility of a student who requests an Incomplete to ensure that he/she understands and follows the policies.

Grade Appeals

Instructors are responsible for assigning grades, and student should discuss grade issues with the instructor. Policies and procedures for appealing grades are available in the appropriate catalog.

Academic Honesty Policy

Webster University is committed to academic excellence. As part of our Statement of Ethics, we strive to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic dishonesty is unacceptable and is subject to a disciplinary response. Students are encouraged to talk to instructors about any questions they may have regarding how to properly credit others' work, including paraphrasing, quoting, and citation formatting. The university reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.

The University's Academic Honesty Policy is published in academic catalogs:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html (http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html (http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html)

As a part of the University commitment to academic excellence, the Academic Resource Center provides student resources to become better acquainted with academic honesty and the tools to prevent plagiarism in its many forms:

http://www.webster.edu/arc/plagiarism_prevention/ (http://www.webster.edu/arc/plagiarism_prevention/)

Statement of Ethics

Webster University strives to be a center of academic excellence. The University makes every effort to ensure the following:

- The opportunity for students to learn and inquire freely
- The protection of intellectual freedom and the rights of professors to teach
- The advancement of knowledge through scholarly pursuits and relevant dialogue

To review Webster University's statement of ethics, see the Undergraduate Studies Catalog and the Graduate and Studies Catalog:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics (http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/ethics.html (http://www.webster.edu/catalog/current/graduate-catalog/ethics.html)

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, the content must be covered at another time.

Important Academic Resources

Academic Accommodations

Webster University makes every effort to accommodate individuals with academic/learning, health, physical and psychological disabilities. To obtain accommodations, students must identify themselves and provide documentation from a qualified professional or agency to the appropriate campus designee or the Academic ADA Coordinator at the main campus. The Academic ADA Coordinator may be reached at 314-246-7700 or disability@webster.edu (mailto:disability@webster.edu).

If you have already identified as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor of the accommodations you will require for this class at the beginning of the course.

Academic Resource Center

Additional support and resources may be accessed through the Academic Resource Center (ARC). Support and resources include academic counseling, accommodations, assistive technology, peer tutoring, plagiarism prevention, testing center services, and writing coaching. Visit www.webster.edu/arc (http://www.webster.edu/arc) or Loretto Hall 40 on the main campus for more information.

Student Success Portal

Webster University's Student Success Portal, powered by Starfish, is a communications tool to connect students with faculty members and campus support services. It allows faculty and staff members to communicate with you regarding academic achievements as well as areas where support may be helpful. You may use the portal to contact faculty and staff members for assistance and to arrange meetings. Activity in the portal will be communicated to your Webster University email account. The Student Success Portal is available via your course home page in WorldClassRoom or via Connections. Learn more about the Student Success Portal at http://www.webster.edu/success/students.html (http://www.webster.edu/success/students.html).

<u>University Library</u>

Webster University Library is dedicated to supporting the research needs and intellectual pursuits of students throughout the University's worldwide network. Resources include print and electronic books, journal articles, online databases, DVDs and streaming video, CDs and streaming music, datasets, and other specialized information. Services include providing materials at no cost and research help for basic questions to in-depth exploration of resources. The gateway to all of these resources and services is http://library.webster.edu (http://library.webster.edu/). For support navigating the library's resources, see http://libanswers.webster.edu/ (http://libanswers.webster.edu/) for the many ways to contact library staff.

Drops and Withdrawals

Drop and withdrawal policies dictate processes for students who wish to unenroll from a course. Students must take proactive steps to unenroll; informing the instructor is not sufficient, nor is failing to attend. In the early days of the term or semester, students may DROP a course with no notation on their student record. After the DROP deadline, students may WITHDRAW from a course; in the case of a WITHDRAW, a grade of W appears on the student record. After the WITHDRAW deadline, students may not unenroll from a course. Policies and a calendar of deadlines for DROP and WITHDRAW are at:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html (http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html (http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html)

Academic Calendar - http://www.webster.edu/academics/academic-calendar/ (http://www.webster.edu/academics/academic-calendar/)

Current tuition rates, policies, and procedures, including details of pro-rated tuition refunds, are available in the "Tuition, Fees, and Refunds" section of Webster's Academic Catalogs:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html (http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/tuition.html (http://www.webster.edu/catalog/current/graduate-catalog/tuition.html)

Student Handbook and Other Important Policies

Student handbook and other non-academic policies may apply to you and may impact your experience in this class. Such policies include the student code of conduct, privacy, technology and communications, and more. Please review the handbook each year and be aware of policies that apply to you. The handbook is available at:

http://www.webster.edu/student-handbook/ (http://www.webster.edu/student-handbook/)

<u>Sexual Assault, Harassment, and Other Sexual Offenses</u>

Webster University makes every effort to educate the community to prevent sexual assault, harassment, and other sexual offenses from occurring, and is committed to providing support to those affected when this behavior does occur. To access information and resources or to review the Policy on Sexual Assault, Harassment, and Other Sexual Offenses, visit:

http://www.webster.edu/sexual-misconduct/ (http://www.webster.edu/sexual-misconduct/)

Research on Human Subjects

The Webster University Institutional Review Committee (IRB) is responsible for the review of all research on human subjects. The IRB process applies to all Webster University faculty, staff, and students and must be completed prior to any contact with human subjects. For more information on the IRB, visit:

Course Evaluations

At the end of this course, you will have the opportunity to provide feedback about your experience. Your input is extremely valuable to the university, your instructor, and the department that offers this course. Please provide your honest and thoughtful evaluation, as it helps the university to provide the best experience possible for all of its students.

Important Technology Information

Connections Accounts

Webster University provides all students, faculty, and staff with a University email account through Connections. Students are expected to activate their Connections account and regularly check incoming University email. Students may choose to have their University email forwarded to an alternate email address. Connections account holders can call the Help Desk (314-246-5995 or toll free at 1-866-435-7270) for assistance with this setup. Instructions are also provided on the Information Technology website at:

http://www.webster.edu/technology/service-desk/ (http://www.webster.edu/technology/service-desk/)

WorldClassRoom

WorldClassRoom is Webster's Learning Content Management System (LMS). Your instructor may use WorldClassRoom to deliver important information, to hold class activities, to communicate grades and feedback, and more. WorldClassRoom is available using your Connections ID at:

https://worldclassroom.webster.edu/ (https://worldclassroom.webster.edu/)

Webster Alerts

Webster Alerts is the University's preferred emergency mass notification service, available free to current students, faculty and staff at all US campuses. By registering a valid cell phone number and email address, you will receive urgent campus text, voice mail and email communications. Valuable information concerning a range of incidents affecting you - from weather-related campus closures, class delays and cancellations, to more serious or life-threatening events - are immediately and simultaneously delivered through multiple communication channels. To register for Webster Alerts, visit:

http://www.webster.edu/technology/services/webster-alerts/ (http://www.webster.edu/technology/services/webster-alerts/)

🌐 Campus Information