COURSE NUMBER – COURSE NAME
HSMB 307 – Health Care Facility Administration

CIP Code: 57.0701
For assistance determining CIP Code, please refer to this webpage
or reach out to Sarah Todd at todds@canton.edu

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Updated by: Tasia Hilton-Betton, PhD

School of Business and Liberal Arts
Department: Healthcare Management
Semester/Year: Fall, 2023
A. TITLE: Health Care Facility Administration

B. COURSE NUMBER: HSMB 307

C. CREDIT HOURS: (Hours of Lecture, Laboratory, Recitation, Tutorial, Activity)

# Credit Hours: 3
# Lecture Hours: 3 per week
# Lab Hours: per week
Other: per week

Course Length: 15 Weeks

D. WRITING INTENSIVE COURSE: Yes ☐ No ☒

E. GER CATEGORY: None: ☒ Yes: GER
If course satisfies more than one: GER

F. SEMESTER(S) OFFERED: Fall ☐ Spring ☐ Fall & Spring ☒

G. COURSE DESCRIPTION:

The course explores the overall responsibilities of an administrator in contemporary health care facilities. These responsibilities involve planning, implementation, and other management skills. To contribute to the achievement of these skills, along with a greater knowledge of health operations, the course examines health care organizational structures, operational aspects of clinical and non-clinical departments, delivery and finance system issues, quality improvement, strategic planning, decision-making, evaluation, and other administrative related topics.

H. PRE-REQUISITES: None ☐ Yes ☒ If yes, list below:

HSMB 304 - U.S. Health Care System course or permission of instructor.

CO-REQUISITES: None ☒ Yes ☐ If yes, list below:

I. STUDENT LEARNING OUTCOMES: (see key below)

By the end of this course, the student will be able to:

<table>
<thead>
<tr>
<th>Course Student Learning Outcome [SLO]</th>
<th>Program Student Learning Outcome [PSLO]</th>
<th>GER [If Applicable]</th>
<th>ISLO &amp; SUBSETS</th>
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1. Describe the instrumental role of administrators at various levels of healthcare delivery.  
Describe the framework in which healthcare services are produced, coordinated, consumed, and reimbursed  
1-Comm Skills ISLO ISLO

2. Analyze operational aspects in managing health care facilities, including the impact of delivery and finance system issues on operations.  
Describe the framework in which healthcare services are produced, coordinated, consumed, and reimbursed  
1-Comm Skills ISLO ISLO

3. Compare and contrast the roles of the medical staff, governing authority, and employees and managers in the health care organization, including the problem-solving complexities that are encountered among these various parties.  
Describe the framework in which healthcare services are produced, coordinated, consumed, and reimbursed  
1-Comm Skills ISLO ISLO

4. Evaluate methods of strategic planning, decision-making, and evaluation in health care facility administration  
Demonstrate knowledge of strategic planning and decision making in the healthcare organizations  
5-Ind, Prof, Disc, Know Skills ISLO ISLO Subsets

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**KEY**  
Institutional Student Learning Outcomes [ISLO 1 – 5]
<table>
<thead>
<tr>
<th>ISLO #</th>
<th>ISLO &amp; Subsets</th>
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<tbody>
<tr>
<td>1</td>
<td>Communication Skills</td>
</tr>
<tr>
<td></td>
<td>Oral [O], Written [W]</td>
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<tr>
<td>2</td>
<td>Critical Thinking</td>
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<tr>
<td></td>
<td>Critical Analysis [CA], Inquiry &amp; Analysis [IA], Problem Solving [PS]</td>
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<td>3</td>
<td>Foundational Skills</td>
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<td>Information Management [IM], Quantitative Lit./Reasoning [QTR]</td>
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<td>4</td>
<td>Social Responsibility</td>
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<td></td>
<td>Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T]</td>
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<td>5</td>
<td>Industry, Professional, Discipline Specific Knowledge and Skills</td>
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*Include program objectives if applicable. Please consult with Program Coordinator*

J. **APPLIED LEARNING COMPONENT:**
   Yes [ ] No [x]
   
   If YES, select one or more of the following categories:
   
   - [ ] Classroom/Lab
   - [ ] Internship
   - [ ] Clinical Placement
   - [ ] Practicum
   - [ ] Service Learning
   - [ ] Community Service
   - [ ] Civic Engagement
   - [ ] Creative Works/Senior Project
   - [ ] Research
   - [ ] Entrepreneurship
   - [ ] Service Learning (program, class, project)

K. **TEXTS:**
   

L. **REFERENCES:**
   

M. **EQUIPMENT:** None [x] Needed:

N. **GRADING METHOD:** A-F

O. **SUGGESTED MEASUREMENT CRITERIA/METHODS:**
   
   Assignments, discussions, and quizzes will be used to measure attainment of objectives.

P. **DETAILED COURSE OUTLINE:**

I. International Health Care: outcomes and provision of care and comparison of U.S healthcare system to other models
II. Organization and Management: growth in the industry, services provided, organization, administration-physician ties

III. Legal Implications: legal structure of healthcare delivery system, federal statues that affect healthcare delivery

IV. Clinical Information Services - interdepartmental relationships, patient record, functions of the clinical information system

V. Reimbursement: inpatient reimbursement, Medicare prospective payment system, outpatient reimbursement

VI. Strategic Planning: role of the administrator, indentification of organizational stakeholders, formulation and strategy implementation

VII. Multi-Provider Systems: development, vertical and horizontal integration, future trends

VIII. Ethical Considerations: applicable laws and regulations, standards of ethical behavior

IX. Financing Health Care: equity financing, legal issues

X. Health Care Information Systems: impact of automation, computer based patient record, future trends

XI. Human Resources Management: functions and responsibilities, labor law as it applies to healthcare

XII. Bioterrorism Preparedness: preparing for public issues, preparing for healthcare delivery issues

XIII. Marketing Health Care: marketing mission and objectives, competition, demand, consumer choice

Q. LABORATORY OUTLINE: None ☒ Yes ☐