

**STATE UNIVERSITY OF NEW YORK
COLLEGE OF TECHNOLOGY
CANTON, NEW YORK**



COURSE OUTLINE

HSMB 308-Healthcare Management Internship Orientation

PREPARED BY: Jennie Flanagan, RN MHA

**SCHOOL OF BUSINESS AND LIBERAL ARTS
HEALTH CARE MANAGEMENT
FALL 2019**

- A. **TITLE:** Healthcare Management Internship Orientation
- B. **COURSE NUMBER:** HSMB 308
- C. **CREDIT HOURS:** 1
- D. **WRITING INTENSIVE COURSE (OPTIONAL):** No
- E. **COURSE LENGTH:** 7 weeks
- F. **SEMESTER(S) OFFERED:** Fall
- G. **HOURS OF LECTURE:** 1 hour per week
- H. **CATALOG DESCRIPTION:** An internship is required to complete the degree in Health Care Management. The course prepares students for the internship by: securing an appropriate site and establishing learning objectives, describing journal contents and a portfolio, establishing contracts for SUNY approval and appropriate liability insurance documentation.
- I. **PRE-REQUISITES COURSES:** Senior level status or permission of instructor and a GPA of 2.5 or higher.
- J. **GOALS (STUDENT LEARNING OBJECTIVES):**
At the end of the course the student will be able to:

Course Objective	Program SLO	Institutional SLO
1. Articulate the purpose of an internship.	Demonstrate oral and written communication skills	1. Communication-Oral
2. Identify and define roles and responsibilities as demonstrated in the HSMB Internship/Culminating Policy.	Demonstrate oral and written communication skills	1.Communication Skills-Written
3. Discuss the legal, ethical and regulatory requirements related to the internship relationship.	Demonstrate oral and written communication skills	1.Communication Skills-Written
4. Describe the internship requirements of both SUNY Canton and the Internship Site.	Demonstrate oral and written communication skills	1.Communication Skills-Oral
5. Perform site research and establishment.	Describe the role of organizational and human resource management in the healthcare field	2.Critical Thinking-Critical Analysis
6. Develop working relationships and networks at established internship site.	Describe the role of organizational and human resource management in the healthcare field	4. Social Responsibility-Teamwork/Intercultural Knowledge

- K. **TEXTS:** None

L. **REFERENCES:** HSMB 408 –Healthcare Management Internship/Culminating Policy/Forms

M. **EQUIPMENT:** None

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

O. **MEASUREMENT CRITERIA/METHODS:**
Discussion forum, assignment and establishment of internship site.

P. **DETAILED TOPICAL OUTLINE:**

1. What is an internship?
 - a. Definition
2. HSMB 408-Healthcare Management Internship/Culminating Policy/Forms
 - a. Student internship file requirements
 - b. Program roles and responsibilities
3. Internship site requirements
 - a. Eligibility
 - b. Time and attendance
 - c. Site intake obligations
 - d. Organization structure
 - e. Responsibilities
4. Contract management
 - a. Legal issues
5. Top ten concerns of interns
6. Research of internship site location
7. Establishment of internship site

Q. **LABORATORY OUTLINE:** N/A