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:

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