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

MASTER SYLLABUS

COURSE NUMBER – COURSE NAME
HSMB 408 – Internship for Healthcare Management

Created by: Jennie Flanagan
Updated by: Marela Fiacco

School of Business and Liberal Arts
Department: Business
Semester/Year: Fall 2019
A. **TITLE:** Internship for Healthcare Management

B. **COURSE NUMBER:** HSMB 408

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

   - # Credit Hours: 12
   - # Lecture Hours: 12 per week
   - # Lab Hours: 0 per week
   - Other: 0 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:**

   Working in conjunction with a field supervisor, the student performs delegated work within an administrative setting. This is a culminating experience in which the student is expected to integrate concepts gained in previous program course work. The internship will be individualized according to the career interests of the student and the needs of the supervising organization. Internship assignments may include information gathering, analysis, planning, implementation, evaluation, and other responsibilities.

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

   HSMB 308 Internship Orientation and 2.5 GPA. Senior level status.

   **CO-REQUISITES:** None ☒ Yes ☐ If yes, list below:
### 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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<tbody>
<tr>
<td>1. Present a complete journal of weekly hours and activities in a final portfolio for grading. Activities must reflect a foundation of developing knowledge and skills based on the internship responsibilities performed.</td>
<td>Demonstrate effective oral and written communication skills.</td>
<td>2-Crit Think ISLO ISLO</td>
<td>PS Subsets Subsets Subsets</td>
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<td>2. Present a completed Internship Portfolio with all required course documents, assignments and project reports.</td>
<td>Demonstrate effective oral and written communication skills.</td>
<td>1-Comm Skills ISLO ISLO</td>
<td>W Subsets Subsets Subsets</td>
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<td>3. Demonstrate effective collaboration with site mentor and internship coordinator throughout the semester.</td>
<td>Demonstrate oral and written communication skills.</td>
<td>1-Comm Skills ISLO ISLO</td>
<td>O Subsets Subsets Subsets</td>
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<td>4. Articulate how the field experience accentuated the didactic portion of the curriculum.</td>
<td>Demonstrate effective oral and written communication skills.</td>
<td>1-Comm Skills ISLO ISLO</td>
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<td>KEY</td>
<td>Institutional Student Learning Outcomes [ISLO 1 – 5]</td>
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<td>ISLO #</td>
<td>ISLO &amp; Subsets</td>
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</tbody>
</table>
| 1 | Communication Skills  
Oral [O], Written [W] |
| 2 | Critical Thinking  
Critical Analysis [CA], Inquiry & Analysis [IA], Problem Solving [PS] |
| 3 | Foundational Skills  
Information Management [IM], Quantitative Lit./Reasoning [QTR] |
| 4 | Social Responsibility  
Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T] |
| 5 | Industry, Professional, Discipline Specific Knowledge and Skills |

*Include program objectives if applicable. Please consult with Program Coordinator*
J. **APPLIED LEARNING COMPONENT:** Yes ☑️ No ☐

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
  (program, class, project)

K. **TEXTS:**

Specific to internship/Core class textbooks

L. **REFERENCES:**

Specific to internship/Core class textbooks

M. **EQUIPMENT:** None ☑️ Needed:

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

O. **SUGGESTED MEASUREMENT CRITERIA/METHODS:**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Weekly Progress Reports</td>
<td>10%</td>
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<tr>
<td>Weekly Discussion Forum</td>
<td>10%</td>
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<td>Final Portfolio</td>
<td>10%</td>
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<td>Internship Participation Final Assessment</td>
<td>70%</td>
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<td><strong>Total</strong></td>
<td>100%</td>
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P. **DETAILED COURSE OUTLINE:**

(See attached HSMB 408-Internship/Cumulative Experience Policy)

1. Introduction internship/cumulative experience
2. Site selection
3. Student eligibility and preparation
4. Internship statement of objectives
5. Roles and responsibilities
   a.) Internship Coordinator
   b.) Internship Site Mentor
   c.) Student Intern
6. Accountability and confidentiality

Q. **LABORATORY OUTLINE:** None ☑️ Yes ☐