Integrated Studies in Health Administration HLTH-6000

Meeting Times

Laptops are required for in-classroom exercises.

In-person Class-time will be 8:30 AM - 4:30 PM on Sundays from June 2nd through July 21st. Class times will be adjusted to allow students time to work on their research projects.

Participation in the case study and final Oral Research Presentation on last day of class is mandatory. Each student will be required to present their research paper and answer any questions posed to them regarding their research process and findings. All students are expected to remain in class for the duration of all oral presentations and the final case study discussion.

Contact Information

Professor: Aseniah Wallace, DHA
Email Address: aseniahwallace73@webster.edu
Cell Phone: 843.333.3515
Work Phone: 843.497.3674

I am available for in-person meetings during the week or during non-class weekends by appointment. You can contact me via cell/text message, or use my outlook calendar to schedule time.

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

Outcomes

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

Required Textbook

Middleboro Casebook

Author: Seidel & Lewis
Publisher: Health Administration Press
Edition: 2nd
ISBN: 978-1567938562
Deliverables

Supplemental Resources: By going to:

Webster Health Administration @ Webster University Library: Home;
Instructions are available for selecting resources in health care administration and tips for database searching and other capstone information.
Click on Guides by Academic Department
Click on Health Administration
Use tabs at the top to access Journals, Articles, E-books, Practice & Legal Database, Citing & Writing and online Research help, and websites.

Research papers must comply with APA Sixth Edition.

APA Style Home Page
http://libguides.webster.edu/apastyle

APA Research paper template outline - see Canvas Files
HLTH 6000 Capstone Library section provides- Pre-recorded Webinars for each section of your research paper with librarians available for one-on-one assistance.
The grading rubric for each section of your research paper is in the files section of Canvas.

Evaluation

Refer to Canvas for details of your assignments, deadlines, and grading points. Due dates for sections of your research paper are as follows:

Section One – Introduction of the research, problem statements, research question or hypothesis. Post on canvas for final professor approval by June 12th at 11:59 PM. Research statement must be approved before moving to Section Two and may require multiple submissions.

Section Two – Literature Review must reflect the integration of the healthcare curriculum domains (Organization and Management, Organizational Planning & Change, Human Resources, Finance, Statistics, Health Policy, and Health Law). Your literature review will be graded based on how effectively you reflect each healthcare domains throughout your research paper, most of which will be in your literature review. Post on canvas by June 27th at 11:59PM

Section Three - Method/survey instrument/Qualtrics
Part I - Select your Research Method, draft of data collection instrument (i.e. survey, interviews etc). Post on Canvas by June 29th 11:59PM - Prepare to review in class-three for feedback.

Part II – Present data collection method/survey instrument in class-three. Complete section-three with description of survey face-validation, with at least three classmates or non-class participants to test for clarity and functionality of your data collection instrument; including sampling plans. Post on Canvas by July 10th 11:59 PM

Section Four & Five - Administer your survey via Qualtrics or Survey Monkey and summarize results. Use Class-four free time to summarize finding and complete your Implications & Conclusions, and prepare for your Oral Presentation.

Oral Presentation of Research Implications & Conclusions and responding to Q & A is MANDATORY. This presentation will occur on July 21st (the last day of class). Submit draft of oral presentations July 19th by 11:59 P.M.

Consolidate your Complete Research Paper with an Update Abstract, Table of Content, add your previously approved Introductions, Literature Review, Results, Implications and Conclusions, Reference page. Post your complete research paper for grading on Canvas by July 23rd at 11:59 PM.

Schedule

Students will discuss case-studies and complete a Research Paper to demonstrate the integration and synthesizing of knowledge gained through the healthcare administration program. Students may use explore administration curriculum domains through: healthcare literature, textbooks, journals, peer-reviews, and lecture content; to write a critical research paper; and deliver an oral presentation.

Class One - Lecture will include an overview of Health Care Challenges with a case study. Class lecture will also focus on how to construct qualitative and quantitative research with corresponding data collection techniques, such as surveys, and sampling. A review of APA Style Graduate Research Paper Template with guidelines will be covered, which includes word count and number of pages for each section.
During class students will have an opportunity to select a topic of interest and create a problem statement or hypothesis. Lab time will be available for students to research background information on their topic, to support the goals & purpose of their research, and obtain evidence-based information for creating their problem statements. They will begin to construct their problem statement and share information gained about the significance of their research topic, or hypothesis, and how it relates to health care curriculum domains of: Organization and Management, Health Policy, Organizational Planning & Change, Finance, Health Law, Human Resources, and Statistics. Students will select a research methodology and potential data collection approach for their selected topic.

Class Two – Case study review & discussion. Live webinar with librarian on database search engine techniques for finding literature review articles. Students will work on creating the Literature Review section of their research paper, using academically acceptable sources, previous class lecture materials, and textbook materials for evidence-based information on their selected topic. The literature review must be constructed to incorporate curriculum domains of: Organization and Management, Health Policy, Organizational Planning and Change, Finance, Health Law, and Human Resources. Students will integrate literature from these various sources to establish the significance of their selected topic. If any healthcare curriculum domain areas are not applicable, students must provide reasons why specific domains do not apply to their topic, based on information from literature. Literature sources should be of academically acceptable quality within the last six to ten years, unless research includes a retrospective study.

Students will also select and construct their data collection instrument – i.e. survey, interview questions, etc.

Class Three – Lecture will include a case-study or overview of the Problem-Solving and Decision-Making Process, for qualitative and quantitative comparative analysis of alternatives; and intervention selection/explanation of decisions with a case study. Lecture will also cover data collection, statistical analysis, and summary of research Results and Implications for student's research paper. Students will have an opportunity to use classmates to test their data collection or survey instruments for clarity and face validation; and examine online survey tools such as Survey Monkey. Students can also test their instrument prior to the class with at least three unbiased participants outside of class, establish, and administer data collection.

Class Four - Students will use class three time to focus on completing and administering their survey instruments, summarize findings, implications and conclusions, and preparing for the oral presentations. The classroom and the professor will be available during this time for individual appointments and coaching.

Class Five – Final Lecture will include a summary lecture, case study, and Oral Defense.

Oral Defense – Each student will present their research paper, including class for Q & A. Students will have an opportunity to demonstrate their oral proficiency and expertise on their selected research topic.

Course Policies

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/

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/

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 ADA Coordinator at the main campus. The ADA Coordinator may be reached at 314-246-7700 or 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 or Loretto Hall 40 on the main campus for more information.

University Library

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. For support navigating the library's resources, see 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

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

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

Graduate
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/

Sexual Assault, Harassment, and Other Sexual Offenses
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/

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:

http://www.webster.edu/irb/index.html

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/

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/

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/