

<b>Course</b>	<b>HLTH 6000: Integrated Studies in Health Administration</b>
<b>Term</b>	Fall II, 2009 Fort Bliss Campus
<b>Instructor</b>	Name: Souraya Hajjar Phone: (915)581-2099 Home, (915)422-5225 Cell Email: sourayaantoine@gmail.com
<b>Catalog Description</b>	This course requires that the student synthesize and integrate the knowledge gained through the health administration 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 papers based on this review.
<b>Prerequisites</b>	Entire Health Administration curriculum
<b>Course Level Learning Outcomes</b>	<ol style="list-style-type: none"> <li>1. Integrate the management domains in the Health Administration curriculum: <ul style="list-style-type: none"> <li>• Organization and Management</li> <li>• Organizational Planning and Change</li> <li>• Human Resources</li> <li>• Finance</li> <li>• Statistics</li> <li>• Health Policy</li> <li>• Health Law</li> </ul> </li> <li>2. Apply the domains for case analysis or critical writing in Health Administration.</li> <li>3. Analyze cases or literature within the broader context of Health Administration.</li> <li>4. Recognize current initiatives and/or best practices that will lead health care organizations toward greater efficiency and effectiveness.</li> <li>5. Competent use of the APA format in the development of all papers.</li> <li>6. Competency in public speaking and presentations.</li> </ol>
<b>Materials</b>	Ginter, P.M., Swayne, L.E. & Duncan, J.W. Current Edition. <u>Strategic Management of Health Care Organizations</u> . Malden, MA: Blackwell.
<b>Grading</b>	The GRADUATE catalog provides these guidelines and grading options: A/A– Superior graduate work B+/B/B– Satisfactory graduate work C Work that is barely adequate as graduate-level performance CR Work that is performed as satisfactory graduate work (B– or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicum, or specified courses. F Work that is unsatisfactory I Incomplete work ZF An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal. IP In progress

NR Not reported  
 W Withdrawn from the course

**Evaluation**

The student will be evaluated on the course work based on the following matrix. See weekly schedule below for continuation of strategic development by week.

Chapter Questions –Discussion in class	<b>Total 20%</b>
Case Studies	<b>10%</b>
Quizzes	<b>20%</b>
Strategic Paper	<b>20%</b>
Strategic Paper Presentation	<b>10%</b>
Final test	<b>20%</b>

**Grading Scale:**

- A 95 – 100
- A- 90 – 94
- B+ 87 – 89
- B 84 – 86
- B- 80 – 83
- C 78 – 79
- F 74 and Below

**Activities**

Oral presentations, group and individual analysis, and papers

**Policy Statements:  
 University Policies**

University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university’s published policies. The following policies are of particular interest:

**Academic Honesty**

The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university’s academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.

**Drops and Withdrawals**

Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are

for dropping a course with a full refund and for withdrawing from a course with a partial refund.

**Special Services**

If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.

**Disturbances**

Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.

**Student Assignments Retained**

From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.

**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, it must be rescheduled.**

**Course Policies**

Cheating and plagiarism

Of course, students are expected to do their own work. Students who claim that someone else's work is theirs may face disciplinary action. Plagiarism can be avoided simply by the use of quotation marks when quoting and citation when paraphrasing someone else's work.

Absenteeism

Please inform me if you will be absent prior to the scheduled class. Students who miss more than one class will have to make up additional work. Students who miss two or more classes may be advised to drop the course or may have their grade lowered commensurately.

*This syllabus may be revised or changed without prior notice by the instructor.*

**Weekly Schedule**

<p><b>Week One</b></p>	<p><b>W1 – Integrated Studies of Health Administration. Chapters 1-2 and Case Study 1, p 478.</b>  Introduction, administrative announcements, course objectives, overview of APA format and syllabus. Submit answers to following questions:  Chapter 1 and 2 questions</p>
<p><b>Week Two</b></p>	<p><b>W2 – Chapters 3 and 4.</b>  Service Area competitor analysis and Case Study 2. Discussion Questions</p>
<p><b>Week Three</b></p>	<p><b>W3 – Chapters 5 and 6. Directional strategies and developing strategic alternatives. Case Study 3.</b> Quiz over Chs 1-4  Discussion Questions</p>
<p><b>Week Four</b></p>	<p><b>W4 – Chs 7 and 8-Evaluation of Alternatives-Case Study 4</b>  Discussion Questions</p>
<p><b>Week Five</b></p>	<p><b>W5 – Chapter 9-10.</b> Discuss the importance of strategic assessment. Case Study 5-  Discussion Questions</p>
<p><b>Week Six</b></p>	<p><b>W6 – Case Study 6 and Presentation-Quiz #2</b>  Discussion Questions</p>
<p><b>Week Seven</b></p>	<p><b>W7 – Conduct Strategies Review.</b>  Review of specific strategies utilized to remain competitive in health care, discuss leadership impact and strategic plan implementation utilized at the organization level as well as at the unit level. In addition, discussion will center on the importance of the implementation plan.</p>
<p><b>Week Eight</b></p>	<p><b>W8 – Strategic Paper Due and Strategic Plan Presentation.</b>  <b>Submit final strategic plan.</b> Finalize and submit your strategic plan. The entire plan will be a 5000-7000 word document using the APA format with a minimum of five (5) references. The plan will include the student’s organization history/background, mission/vision statement, the basic elements of the strategic planning process, an evaluation of the current strategic direction of the student’s organization that includes an analysis of the environment and type of strategy utilized in the student’s organization;</p>

	i.e., (SWOT), the probable success of the of that strategy. In addition, the student will develop the action plan required to implement the Strategic Plan taking into account the financial impact (human resources, equipment, training, etc.), security risks, performance measurement, critical success factors, leadership involvement and post-implementation management practices.
<b>Week Nine</b>	<b>W9: Final Test</b>
<b>Additional Information</b>	If you need assistance, I will be available before class and after. I will respond to emails as soon as possible.

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