

# HEALTH SERVICES ADMINISTRATION (HSA) COURSE DESCRIPTIONS

## **HEALTH SERVICES ADMINISTRATION (HSA)**

### **PMO103 FUNDAMENTALS OF HEALTH CARE FINANCE**

This is an introductory course designed to provide students with a solid foundation in accounting concepts critical to managerial decisions, and financial management theory and principles to guide decisions that enhance the financial viability of a healthcare organization. Beyond theoretical concepts, the course will emphasize the application of financial management and accounting principles.

Prerequisites: None

Fall

Richard

2 Quarter Hours/Graded

### **PMO401 SEMINAR IN HEALTH ADMINISTRATION AND POLICY**

This course is a recurring (offered each quarter) seminar wherein students are exposed to a variety of current issues related to healthcare administration and policy. Each quarter will have a different theme and students will be expected to participate in in-depth discussions and analysis about that theme in relation to healthcare administration and policy. Themes for each quarter will be identified prior to the beginning of each academic year but may be altered as circumstances dictate (i.e. patient safety; hospital accreditation, capstone).

Prerequisites: None

Winter/Spring/Summer/Pre-Fall

Staff

1-2 Credit Hours Per Quarter/Graded

### **PMO523 FUNDAMENTALS OF U.S. HEALTH POLICY**

This course examines the application of concepts and techniques of advocating or influencing policy on behalf of organizations, the community, and the health services industry. Legislative, executive and judiciary branches and their role in national and state policy will be discussed. Comparisons of the roles and effects of public and private policy will be conducted. The role of interest groups in the policy process, and the concept of political competence at the individual and organizational levels will be examined.

Prerequisites: None

Winter

Hawks

3 Quarter Hours/Graded

## **PMO526 HEALTH SYSTEMS**

This course provides an overview of the organization and function of health services in the U.S., including the pluralistic nature of the systems, the behavioral and economic foundations for understanding its function, major historical and legislative events that have shaped the current system, current research relating to the health system financing and staffing, and current policy issues in regard to the organization of health services. At the completion of this course, students will be able to explain the historical development of American health care and to analyze the factors that create change within the system.

Prerequisites: None

Fall

Koehlmoos

4 Quarter Hours/Graded

## **PMO527 PRINCIPLES OF HEALTH CARE MANAGEMENT**

This course provides a survey of health care management principles, including strategic and health systems planning, leadership, resource and information management, performance measurement and improvement, and organizational theory and design. Note: This course is delivered primarily in an online format through Sakai.

Prerequisites: None

Winter

Young

2 Quarter Hours/Graded

## **PMO529 HEALTH CARE FINANCIAL MANAGEMENT**

This course introduces students to resource the management concepts that influence an organization's financial performance. Topics include: the government resource environment, the defense resource environment, budgeting and cost analysis, accounting and finance, TRICARE contract financial incentives, and the public healthcare resource environment.

Prerequisites: PMO526 and PMO527 or Concurrence of Course Director

Spring

Hawks

2 Quarter Hours/Graded

## **PMO532 QUALITY ASSESSMENT & IMPROVEMENT IN HEALTH CARE**

This course is designed to develop a working knowledge of Lean and Six Sigma principles, process, and implementation, and provides the required application and information for taking the American Society of Quality – Six Sigma Green Belt certification exam upon completion of two Lean Projects. Lean Six Sigma is a proven performance improvement method for solving problems in any field. This course is focused on the science of improvement in healthcare. This structured approach to problem solving incorporates business process management, statistical process control, quality, and project management principles and practices with a goal of satisfying the full body of knowledge of the ASQ – Green Belt certification.

Prerequisites: Concurrence of the Course Director

Spring

Gardner

2 Quarter Hours/Graded

### **PMO533 DECISION MAKING IN HEALTH SERVICES**

Decision Making in Health Services discusses health service organizational structures and the management theories and principles necessary for effective managerial decision making in a complex health care environment.

Prerequisites: Concurrence of the Course Director

Spring

Crawford

2 Quarter Hours/Graded

### **PMO535 THE LAW OF HEALTH CARE**

This course provides an introduction to the law and the legal process in relation to health care administration, and is designed to provide the student an ability to deal with legal concepts in health care settings. Topics include constraints that law and regulations imposed on the health care industry; liability of health care providers; rights of patients; consent issues; and administrative law for health care organizations.

Prerequisites: Concurrence of Course Director

Winter

Smith

2 Quarter Hours/Graded

### **PMO576 HUMAN RESOURCE MANAGEMENT IN Health Care**

This course provides an overview of the myriad of human resource programs and challenges facing the healthcare executives in the 21st century. Learning objectives will be approached from the middle management perspective. Six essential disciplines within human resources will be covered: employment law, training, compensation and benefits, employee relations/labor relations, and health, safety, and security.

Prerequisites: None

Spring

White

3 Quarter Hours/Graded

### **PMO592 HEALTH CARE INFORMATION TECHNOLOGY**

This course provides an introduction to technology assessment as a tool for public policy, evidence-based health administration, and clinical decision-making. There are two modules in this course. The first module introduces medical technology assessment and its role in health systems and evaluates the priorities and strategies of the major initiatives in healthcare technology assessment. This includes an appraisal of the role of government agencies like the Centers for

Medicare and Medicaid Services, the Food and Drug Administration, and the Agency for Healthcare Research and Quality; industry entities such as the Blue Cross Blue Shield Technology Evaluation Center; and academic efforts such as the Cochrane Collaboration. The second module introduces the tools of economic evaluation of health

services and interventions, to include cost-effectiveness, cost-utility, and cost-benefit analyses; and provides guidance on the presentation and use of economic evaluation results.

Prerequisite: None

Pre-Fall

Stone

2 Quarter Hours/Graded

## **PMO598 HEALTH ECONOMICS**

This course applies economic concepts to: analyze health, the healthcare market and policies for healthcare. Two primary themes for this course are: public health care economics, and military health care economics. As they relate to the primary topics of the course, the primary objectives of this course are: 1) to understand the distinctive economic characteristics of health, the healthcare industry and the professional responsible for delivering health services 2) from the standpoint of economics, to analyze and evaluate, the American systems of healthcare financing and delivery 3: to discuss multiple current policy issues such as health care costs, uncompensated care, managed care and health insurance reform.

Prerequisites: None

Winter

Richard

3 Quarter hours/ Graded

## **PMO926 HEALTH SERVICES ADMINISTRATION DIRECTED RESEARCH**

Students undertake selected research projects emphasizing organizational and management studies and program evaluation. At times the project will include teaching a technique or methodology. More often the study will be an actual operational problem of a health agency. At the end of the research students will be able to describe and defend the methods used and the findings discovered in a traditional scientific forum (e.g., formal presentation or journal article publication). Enrolled students must submit a study plan to the course instructor for approval at the beginning of the term. Credits are assigned commensurate with the complexity of the plan.

Prerequisites: Concurrence of Course Director

All

Staff

1-12 Quarter Hours/Graded or Credit

## **PMO998 FOUNDATIONS OF LEADERSHIP**

This course is designed to provide a framework for understanding the process of working effectively with and leading others in a healthcare environment. Students will develop an understanding of the role of the organizational leader, the essential knowledge and skills the role requires, and the leader's link to organizational effectiveness. Drawing from a variety of disciplines, the course places emphasis on the role of the leader in developing a vision for the future, leading change, and building adaptive organizational cultures. We will critically examine multiple aspects of leadership including its theoretical basis, styles, traits, and its unique challenge in the military health care sector. As a course designed to provide a focus on contemporary approaches to organizational leadership, we will explore leadership using multiple modalities including lecture, readings, discussions, debate, experiential activities, team projects, individual projects, written assignments, films, and peer-review. Since leadership is contextual, we will often draw upon our own personal experiences and those of our guest speakers.

By linking these with our understanding of various theories and models, we will gain a better understanding of this critical phenomenon we call leadership.

Prerequisites: None

Summer

Robb

1 Quarter Hours/Credit

## **PMO1005 STRATEGIC PLANNING AND MARKETING FOR Health Care SYSTEMS**

Through lectures and case exercises students learn to apply, adjust, and link institutional strategic planning principles and practices to day-to-day operations of health service delivery organizations. The focus of the course is in recognizing strategic planning as a process whereby an organization takes into careful consideration the present and future environment in which it operates, as well as the unique internal strengths of the organization. Likewise, the course will recognize and delve into the true value of the strategic planning process - the process itself, which includes an exhaustive analysis of the major internal and external stakeholders relevant to the organization. Topics include history of institutional planning in health care; evolution of theory and practice; strategic management linking mission and values with vision, direction, goals, objectives, budget, and operations; structure, process, and resource requirements for effective planning and operations; integrated planning and budgeting systems; the role of information and information analysis; monitoring results and adjusting to reality.

Prerequisite: None

Summer

Hawks/Barthomew

3 Quarter Hours/Graded

## **PMO1007 ADVANCED SEMINAR IN GLOBAL HEALTH POLICY**

This course will explore the policy aspects of unequal distribution of health and disease around the world and will focus on several areas related to global health policy, including the question of government responsibility for their nation's health. As part of our exploration we will analyze diverse organizational strategies, programs and public health policy initiatives for major diseases, epidemics and pandemics worldwide. Our comparative analysis will allow for a critique of national and international public health policy agendas and public health support systems with a special focus on pharmaceutical enterprises, international trade, intellectual property rights and vulnerable populations. With an eye toward global health policy reform, this course will review and question the key issues, concepts and theories related to the reform, planning, financing, organization, and management of personal care and population-oriented health systems and policy worldwide.

Prerequisite: None

Spring

Riley

3 Quarter Hours/Graded

## **PMO1010 DIVERSITY AND LEADERSHIP**

This course is designed to provide a framework for understanding diversity in organizations and the process of working effectively with and leading others in a multicultural environment. Students will develop an understanding of the concepts of "culture" and "diversity," the role of the multicultural leader, the essential

knowledge and skills thereof, policy implications, the characteristics and systems of cultures, and the link to organizational effectiveness. Finally, this course will address the challenges and benefits of diversity and offer practical tools for living and working together in a multicultural society. This course will also examine current legislation, literature, and case studies to reinforce critical thinking skills.

Prerequisite: None

Pre-Fall

Hyde

2 Quarter Hours/Graded

## **PMO1011 QUANTITATIVE ANALYSIS & METHODS FOR HEALTH LEADERS AND EXECUTIVES I**

This course is an introduction to applied statistics, data analysis, and research methodology for healthcare leaders and, as such, introduces students to concepts and techniques essential to the basics of statistical analysis. As part of this course, students will receive an introduction to probability, statistics, and decision analysis emphasizing the ways in which these tools are applied to practical healthcare administration and policy questions. Topics include: descriptive statistics, inferential statistics, basic probability, sampling design, and hypothesis testing.

Prerequisites: Concurrence of Course Director

Fall

Leroux

3 Quarter Hours/Graded

## **PMO1012 QUANTITATIVE ANALYSIS & METHODS FOR HEALTH LEADERS AND EXECUTIVES II**

This course builds on your knowledge of applied statistics, data analysis, and research methodology for healthcare leaders. We will review concepts and techniques essential to the basics of statistical analysis and learn the intermediate concepts of predictive modeling, Analysis of Variance (ANOVA) and Regression. As part of this course, students will review an introduction to probability, statistics, and decision analysis emphasizing the ways in which these tools are applied to practical healthcare administration and policy questions. Topics include: descriptive statistics, inferential statistics, basis probability, sampling design, hypothesis testing, predictive modeling, ANOVA, and Regression.

Prerequisites: Concurrence of Course Director

Winter

Leroux

3 Quarter Hours/Graded

## **SOCIAL AND BEHAVIORAL SCIENCES (SOC/BEHAV)**

### **PMO530 SOCIAL AND BEHAVIORAL SCIENCES APPLIED TO PUBLIC HEALTH**

This course examines how the behavioral and social sciences can be used to: 1) understand human health-related behavior and 2) guide the application of behavioral theory to change behavior and prevent, reduce, or eliminate public health problems. The first part of the course focuses on behavior-oriented perspectives from the health promotion/education, psychology, and communication disciplines. The remainder of the course focuses on important social determinants of health with an emphasis on applying health behavior theory to primary and secondary disease prevention.

Prerequisites: None

Pre-Fall

Wilcox

4 Quarter Hours/Graded

### **PMO1015 MHAP RESIDENCY**

The MHAP Residency is an approved administrative residency designed to develop practical experience in health administration, policy and leadership. The Residency Preceptors along with the MHAP Residency Director, will team to provide a customized residency experience that will meet not only the requirements for graduation but also the professional development needs of the individual resident. Detailed information about the residency can be found in the Administrative Residency Manual, which will be given to students prior to the start of the residency program.

Prerequisites: Completion of first year

All

Haag

12 Credit Hours Per Quarter/Graded

### **PMO1026 CURRENT ISSUES IN HEALTH CARE MANAGEMENT**

This course is intended to critically analyze and evaluate current issues in healthcare management that are researched and published in the healthcare literature. Each student in the class will read a peer-reviewed journal article and come to class prepared to discuss the salient points and lead the class discussion. PMB faculty will attend the weekly seminar and join in on the discussion, as well as guide it when needed. The goal of the course is to support the attainment of core competencies for the Masters of Healthcare Administration and Policy degree, particularly in the demonstration of competency in critical analysis, but also to develop and demonstrate competency in communication, community-cultural orientation, professionalism, and ethics. Additionally, students will utilize the insight garnered from this course, and the current literature, to assist them with the preparation of their capstone project and ultimately develop a formal capstone proposal by the end of this course.

Prerequisites: None

Spring

Hawks/Haag

2 Credit Hours Per Quarter/Graded

## **PMO1027 MANAGERIAL EPIDEMIOLOGY**

An exploration of epidemiology principles as they relate to decision-making processes involved with the delivery and management of healthcare services and health policy. Focuses on issues involved with population and community health, including outreach and campaigning, evidence based practice, prevention, and comparative effectiveness. Both Review governance issues in healthcare organizations and explore the role of epidemiology as a foundational tool for management related decision-making processes. A case study intensive course. Expert epidemiologists and professionals from the field may be invited to provide insight on current trends and issues.

Prerequisites: None

Spring

Haag

3 Quarter Hours/Graded