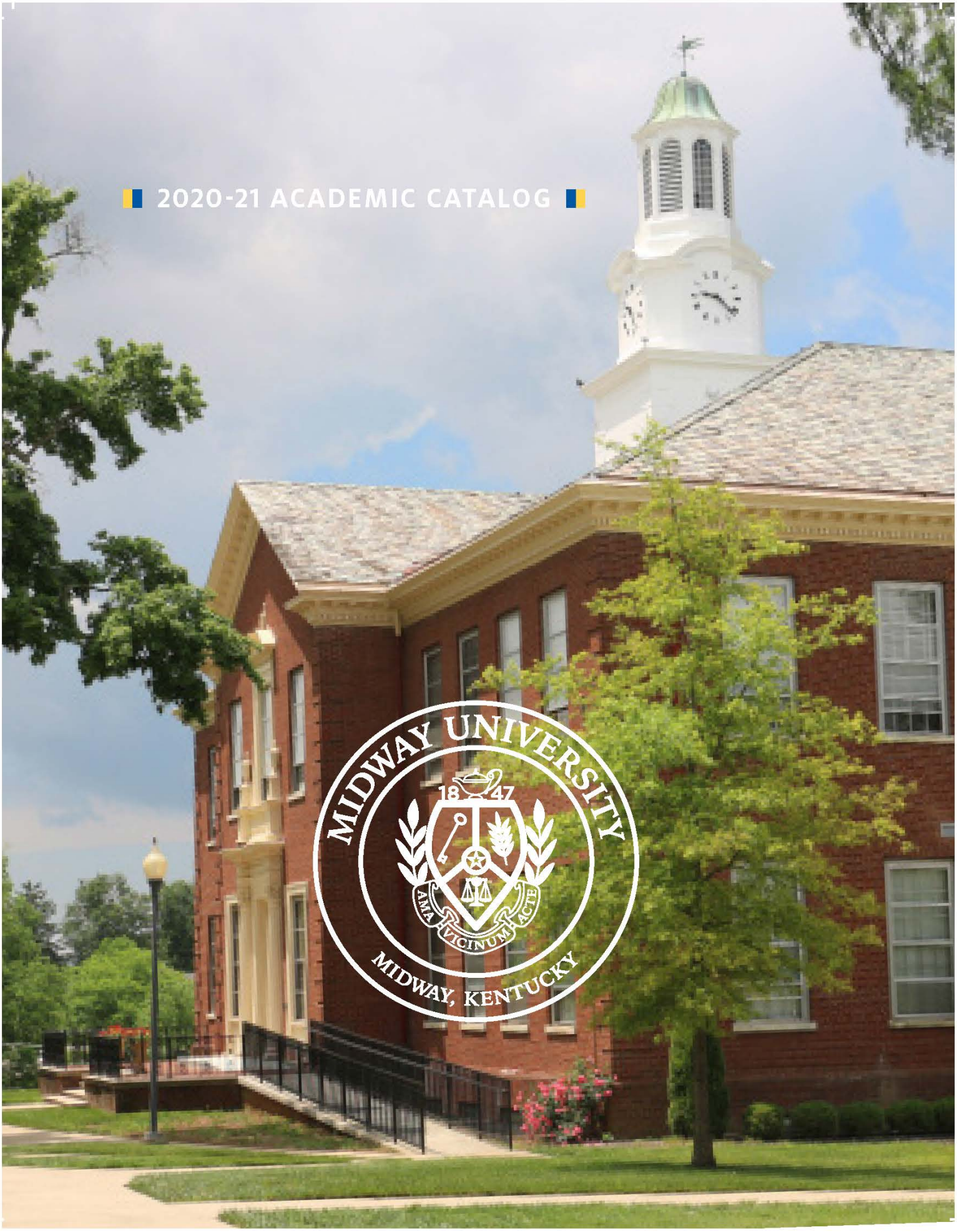
2020-21 ACADEMIC CATALOG



Midway University Course Catalog - Health Care Administration

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Health Care Administration

Bachelor of Science in Health Care Administration - Bachelor of Science in Health Care Administration

Type: Major

The Bachelor of Science in Health Care Administration is designed to give students knowledge and experience in the area of health care. Building on general education courses, the curriculum provides students with broad knowledge of health care policy, financing, leadership, and management skills needed to function in a health care delivery system.

Student Learning Outcomes of Program

- Apply comprehensive management approaches to perceive, assess, and formulate competent business and organizational decisions in the health care industry.
- Analyze financial conditions within the health care industry utilizing accounting, economic, and financial principles to create managerial plans, make decisions and develop solutions to business problems.
- Explore the theoretical framework of human resource management and the importance of employees as a significant resource to an organization structure.
- Examine various business software application programs and their use and impact in business.

Requirements

Major Course Requirements

Health Care Economics - 3 hours

Ethics in Health Care - 3 hours

Management Information Systems - 3 hours

Health Insurance Claims Management - 3 hours

Health and Medical Care Delivery Systems - 3 hours

Health Careers and Practicum I - 3 hours

Health Careers and Practicum II - 3 hours

Legal Issues in Health Care - 3 hours

Management and Planning in Health Care - 3 hours

Health Care Policy - 3 hours

Financial Management of Health Care Organizations - 3 hours

HCA Capstone - 3 hours

Supporting Courses

Financial Accounting - 3 hours

Managerial Accounting - 3 hours

Medical Vocabulary - 2 hours

Principles of Management - 3 hours

Principles of Marketing - 3 hours

Business and Organizational Communication - 3 hours

Business Research Methods - 3 hours

Application Software - 3 hours

Principles of Microeconomics - 3 hours

Principles of Macroeconomics - 3 hours

General Education Hours - 31-37

Elective Hours - 18-24

Total Hours to Complete - 120

${majorMinorDetails}

Courses

HCA 300 - Health Care Economics

Applying principles of micro and macroeconomics, the student will address issues of health insurance, hospital services, physician services, and other health care industry concerns. This course is a comprehensive study which examines multiple economic factors that are essential for the successful health care professional to understand. The ability to anticipate economic conditions will allow health care professionals to use critical thinking and to be proactive in their economic approach as in the health care arena. Pre-requisites: ECO 217 and ECO 220.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- ECO 217 - Principles of Microeconomics
- ECO 220 - Principles of Macroeconomics

Restrictions:

- All Health Care Administration 300 level courses must be taken prior to 400 level courses.

HCA 301 - Ethics in Health Care

Students in this course study moral and ethical issues that concern health care professionals, including health care values, obligations, rights, and needs. Ethics in Health Care is a comprehensive course which examines a variety of complex ethical issues common in today's health care environment. The study of ethical issues as related to health care discussed in this course will prepare the students to meet the ethical challenges they will face in the health care profession. This course is designed to challenge the student's critical thinking skills as introduced in a variety of

complex ethical issues associated with the delivery of health care. This course is presented in a way to teach each student to examine his or her own values.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 305 - Management Information Systems

This course contains topics which covers a range from HMIS history; chief executive officer/chief information officer roles and responsibilities; health IT and Internet use; HMIS enterprise software, virtual communities and networks; patient-centric management systems; HMIS interoperability; HMIS strategic planning; HMIS developments; HMIS project management; HMIS standards governance and international perspectives; to HMIS innovations. This course offers realistic and real-world scenarios which set the stage for topic discussions in the field of health care management information systems (HMIS) and health informatics (HI). Short cases illustrate concepts, and related mini-case questions promote critical thinking and case discussions.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 307 - Health Insurance Claims Management

This course presents various categories of insurance, including universal health insurance, private insurance, Medicare, and Medicaid. It covers various disease classification systems needed to understand and process insurance claims. It also includes electronic billing procedures. Students in this course will investigate, explore, and analyze major health insurance programs and claims issues that concern health care professionals. This course will aid the student in refining his/her critical thinking skills in awareness of current events pertaining to ever-changing health insurance claims.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 312 - Health and Medical Care Delivery Systems

The course provides a review of the wellness-illness spectrum and the societal response in terms of health care services. Topics to be covered include the nature and functions of health services agencies and professionals and the impact of social, political, economic, regulatory, and technological forces. The course includes a discussion of major health problems and related health care programs. Student evaluations include written assignments. The course is designed to provide a basic overview of health care delivery systems including foundations, resources, processes, outcomes, and outlooks.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 391 - Health Careers and Practicum I

In this 8-week course, students will begin to explore a health care organization of interest and identify a research topic within the chosen organization while completing 60 practicum hours. The students will explore challenges, opportunities, and careers available in the health care profession.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 392 - Health Careers and Practicum II

This 8-week course consists of 60 practicum hours. The 60 hours of practicum is a continuation of practicum from HCA 391. Student will shadow a health care administrator or manager of the organization. Students will be required to document their time in the facility and note areas needing improvement. Students begin to narrow their topic for the capstone project. Prerequisite: HCA 391.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- HCA 391 - Health Careers and Practicum I

HCA 400 - Legal Issues in Health Care

Students in this course will study, examine, and analyze legal issues that concern health care professionals including tort law, criminal aspects, contracts, civil procedures, and trial procedures. In addition, students will study regulations including legal constraints, liability, negligence, patient rights, confidentiality, and responsibility for ensuring legal compliance. The course also considers professional requirements for staff, regulatory requirements, and patient issues. In addition, the course examines legal issues related to businesses as well as special issues related to health care.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 405 - Management and Planning in Health Care

Students in this course will study, examine, and analyze management planning that concerns health care professionals, including the underlying basis for health services utilization, public health services, hospitals, and health systems. This course is a study of basic systems and strategies for managing health care delivery organizations and planning for their effectiveness and efficiency. It covers the recruiting of staff and the supervising of job performance. The course also addresses techniques for strategic and operational planning and provides an overview of business practices in health care organizations.

Grade Basis: L

Credit hours: 3.0
Lecture hours: 3.0

HCA 412 - Health Care Policy

This course introduces students to the U.S. health care system, covering the philosophical, economic, and political dimensions of health care debates. Topics include health insurance coverage, the role of drug companies, physician arrangements, training of health care professionals, legislative practices at the national and state levels, cost containment, and access to care. The course explores the historical significance of public policy that is the basis for today's complicated health care policy. The students will study the distinctive way in which health care policy is shaped by political culture, class relationships, and economic resources.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 418 - Financial Management of Health Care Organizations

This course is intended to be the primary introductory course in health care financial management at both the undergraduate and graduate levels. The purpose of the course is to introduce nonfinancial students and managers to the fundamental concepts and skills necessary to succeed as managers in an increasingly competitive employment environment. This course includes an overview of financial management, the organization of financial management including updated information on job opportunities and salaries, and the tax status of health care organizations, including the most recent court cases differentiating for-profit and not-for-profit health care organizations.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 492 - HCA Capstone

This 16-week senior level course focuses on the structure of Health Care Administration. This course consists of 90 practicum hours. Students will use the research completed during HCA 391 and HCA 392 as well as the theories and substantive knowledge gained throughout the program as the basis for their capstone project. Students will complete a paper with a clear question or problem and a proposed method of answering the question or solving the problem. Students will present the capstone project either in a poster board submission or an oral presentation at the Midway Research Symposium. This course may not be taken until all other courses within the program have been completed.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Prerequisites:

- HCA 391 - Health Careers and Practicum I
- HCA 392 - Health Careers and Practicum II

HCA 602 - Health Care Financial Management

This course will focus on case studies that present an overview of financial theory and financial management principles and concepts in a health care setting. Topics include discounted cash flow analysis, long-term debt financing, equity financing, capital budgeting, analysis, and forecasting.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 612 - Health Care Politics and Policy

This course presents the basic institutions and political strategies of contemporary health policymaking, focusing on the politics of coverage expansion at the state and federal levels and other current political developments. Major topics will include analyzing the structure and lessons of various federal coverage programs and student-led research into the politics of state health coverage schemes.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 622 - Advanced Health Care Management

Students will study operating and administrative issues in health systems with emphasis given to hospital operation, organization, and administration. The future role of health care is examined in the context of integrated delivery models and systems.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 632 - Ethics and Management Dilemmas in Health Care

This course examines the role of organizational ethics in health care. Analysis focuses on the integration of clinical, professional, and organizational ethics in health care to foster culturally competent patient-centered care. The study considers relevant standards in the field such as the Joint Commission’s accreditation standards for hospitals, theoretical issues, relevant principles, and practical topics.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

HCA 642 - Capstone in Health Care

Students will develop a literature review and proposal of a question to be explored, select and employ appropriate methodologies to research, analyze, develop conclusions and recommendations, and submit a final capstone paper and present the results orally.

Grade Basis: L
Credit hours: 3.0
Lecture hours: 3.0

Last updated: 10/27/2020

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