



Western Technical College

10160131 Administration and Organization of Health Care

Course Outcome Summary

Course Information

Description	Focuses on the administration and organization of health care delivery systems utilized in a variety of settings such as hospitals, clinics and nursing homes. Examines health care planning, regulations, political impact and major health care issues including law and ethics for the health professions. Includes brief discussion on health care systems in other industrialized countries and differences in health status and expenditures.
Career Cluster	Business Management and Administration
Instructional Level	Associate Degree Courses
Total Credits	3
Total Hours	54

Textbooks

Health Administration & Management: Health Politics and Policy – with MindTap (2 terms). 5th Edition. Copyright 2016. Morone, James. A and Dan Ehlke. Publisher: Cengage Learning. **ISBN-13:** 978-1-305-94484-8. Required.

Learner Supplies

Webcam and headset with microphone. **Vendor:** To be discussed in class. Required.

Success Abilities

1. Cultivate Passion: Expand a Growth-Mindset
2. Refine Professionalism: Improve Critical Thinking

3. Refine Professionalism: Participate Collaboratively

High Impact Practices

1. Community Engagement - in this course, you will explore and reflect on opportunities presented by the college and the program to become more involved in the community (ex: Employer Spotlights, Volunteerism, Professional Associations, and Community Action Boards)

Program Outcomes

1. Demonstrate professionalism in a healthcare setting
2. Apply technology to administrative functions in a healthcare-related setting
3. Apply HIPAA, federal and state law, and regulatory compliance in business health practices

Course Competencies

1. Examine the U.S. health care delivery system.

Assessment Strategies

- 1.1. Written Objective Test
- 1.2. Demonstration
- 1.3. Research Paper

Criteria

You will know you are successful when

- 1.1. you demonstrate an understanding of key components that make up the health care delivery system.
- 1.2. you demonstrate an understanding of the role of providers, payers, and government entities involved with the delivery and reimbursement of health care.
- 1.3. you demonstrate an understanding of the external influences that impact health care delivery.
- 1.4. you research the health care delivery system used in the United States, including how the system is funded, who administers the services, and identify which benefits are covered or excluded.
- 1.5. you demonstrate an understanding of the various reimbursement models for clinicians, hospitals, and other health care providers.

Learning Objectives

- 1.a. Summarize the functional components of the health care delivery system.
- 1.b. Compare the roles of providers, third-party payers, and the government regarding their impact on the cost of health care.
- 1.c. Explore the dynamics that influence the health care delivery system (political climate, economic conditions, technological advances, social values, and demographics.)
- 1.d. Examine the factors that impact access to health care services.
- 1.e. Examine the major stakeholders in the U.S. health care system.
- 1.f. Examine the various reimbursement models for clinicians, hospitals, and other providers.

2. Explore the structure, organization, and administration of various health care facilities.

Assessment Strategies

- 2.1. Written Objective Test
- 2.2. Research Paper
- 2.3. Simulation

Criteria

You will know you are successful when

- 2.1. you demonstrate an understanding of how health care is organized by levels of care (e.g. primary, secondary, and tertiary).
- 2.2. you describe the general structure and organization of hospitals, clinics, nursing homes, and other health care facilities.
- 2.3. you simulate general department processes and workflows.

- 2.4. you compare the roles and responsibilities of health care providers, payers, and government programs.
- 2.5. you research various managed care models regarding networks and reimbursement.

Learning Objectives

- 2.a. Examine how health care is organized by levels of care and list examples of primary, secondary and tertiary care.
- 2.b. Illustrate the general structure and organization of hospitals, clinics, nursing homes, and other health care providers.
- 2.c. Simulate general department processes and workflows.
- 2.d. Examine the various managed care models and their different forms of reimbursement.

3. Evaluate regulations and their impact on health care.

Assessment Strategies

- 3.1. Research Paper
- 3.2. Written Objective Test
- 3.3. Scenario Response

Criteria

You will know you are successful when

- 3.1. you research various health care reform laws (e.g. Affordable Care Act and HIPAA) and discuss their impact on health care.
- 3.2. you demonstrate a general understanding of how laws are made.
- 3.3. you demonstrate an understanding of governance, oversight, and accountability to health care laws.
- 3.4. you explore licensing and accreditation requirements.
- 3.5. you apply privacy and security laws to different health care settings.
- 3.6. you research state and federal laws that apply to providers, insurance companies, and patients.
- 3.7. you role-play the legal risks that influence practice behaviors.

Learning Objectives

- 3.a. Examine the state and federal law making process.
- 3.b. Examine requirements to comply with licensing and accreditation laws.
- 3.c. Apply privacy and security laws to different health care settings.
- 3.d. Examine the state and federal laws that apply to providers, third-party payers, and patients.
- 3.e. Examine legal risks that influence practice behavior.

4. Compare the U.S. Health Care system with models used in other developed countries.

Assessment Strategies

- 4.1. Research Paper
- 4.2. Written Objective Test
- 4.3. Presentation

Criteria

You will know you are successful when

- 4.1. you demonstrate an understanding of health care models used in United States and other developed countries around the world.
- 4.2. you demonstrate an understanding of health care reform and its impact on the current health care system.
- 4.3. you research the health care models used in Great Britain, Canada, Germany, and Japan. Research includes how health care is funded, who administers services, and what benefits are covered or excluded.
- 4.4. you present to the class an example of a health care model used by another developed country.
- 4.5. you compare health care models used by several developed countries.

Learning Objectives

- 4.a. Compare and contrast health care models used in other developed countries.
- 4.b. Analyze the impact of universal health care on access to care, financing, reimbursement, and quality of care.
- 4.c. Illustrate the health care models used in other developed countries.

5. Examine current issues in health care.

Assessment Strategies

- 5.1. Written Objective Test
- 5.2. Reflection
- 5.3. Research Paper

Criteria

You will know you are successful when

- 5.1. you demonstrate a general understanding of health care spending and ways to control their costs.
- 5.2. you research current health trends and discusses their impact on future health care needs.
- 5.3. you analyze quality of care versus cost of health care.
- 5.4. you investigate and research several current issues in health care, both state and national.
- 5.5. you reflect on current health care issues and discuss the importance of quality of care, access to services, and keeping rising costs down.

Learning Objectives

- 5.a. Examine the factors contributing to the rising costs of health care and explore potential solutions.
- 5.b. Explore how research and innovation impact future health care services.
- 5.c. Evaluate the cost of care versus the quality of care.
- 5.d. Examine potential solutions to improve access to health care.

6. Examine emerging trends in health care and their impact on planning.

Assessment Strategies

- 6.1. Research Paper
- 6.2. Written Objective Test
- 6.3. Oral Presentation

Criteria

You will know you are successful when

- 6.1. you research current health care trends and identify long-range health care needs.
- 6.2. you write about emerging health care trends (e.g. wellness programs, preventive care, outpatient services, and integrated health.)
- 6.3. you research "destination medicine"(regarding access to care, cost, and quality of care) and present their findings in class.
- 6.4. you demonstrate an understanding of current trends and future health care needs.
- 6.5. you demonstrate an understanding of the health care planning process and its goals.
- 6.6. you research changes in health insurance trends and how payment for services will change.
- 6.7. you demonstrate an understanding of planning and regulatory laws that impact health care in the United States.
- 6.8. you apply planning goals to respond to changing health care needs.

Learning Objectives

- 6.a. Examine how health care trends and resources impact long-range planning.
- 6.b. Explore emerging health care trends such as wellness programs, preventive care, outpatient services, and integrated care.
- 6.c. Examine the impact of technological advances on the cost of health care.
- 6.d. Investigate "destination medicine" and its impact on health care access, cost, and quality of care.
- 6.e. Examine changes in health insurance trends for the payment of services.
- 6.f. Outline the factors and goals that must be considered in health planning.
- 6.g. Examine planning and regulatory laws that have been enacted in the United States.

7. Examine the importance of ethics in health care settings.

Assessment Strategies

- 7.1. Demonstration
- 7.2. Scenario Response

Criteria

You will know you are successful when

- 7.1. you demonstrate ethical standards in the classroom.

- 7.2. you role-play common ethical health care situations for classmates to analyze.
- 7.3. you discuss ethical decisions and their impact on health care issues (e.g. access to care, quality of care, and health care costs).
- 7.4. you demonstrate ethical approaches when solving health care problems.
- 7.5. you explore ethics in the health care setting (e.g. working with a diverse patient population, ensuring privacy of health care, and providing access to care).

Learning Objectives

- 7.a. Apply ethical standards in various health care settings.
- 7.b. Defend ethical decisions that favorably impact health care issues (access to care, quality of care, and health care costs.)
- 7.c. Illustrate a virtuous and ethical approach to health care problems.

8. Examine the impact of modern medicine (e.g. research and technological advances) and their effects on health care costs.

Assessment Strategies

- 8.1. Written Objective Test
- 8.2. Paper

Criteria

You will know you are successful when

- 8.1. you investigate the impact that research and technological advances have on rising health care costs.
- 8.2. you evaluate the trade offs between quality of care and rising health care costs.
- 8.3. you examine the methods used by government to control costs.
- 8.4. you explore the impact of higher health care costs on society (e.g. out-of-pocket costs, insurance premiums, personal bankruptcies, and reduced benefits for government programs).
- 8.5. you demonstrate an understanding of the cost-effectiveness of technological advances and their impact on treatment.
- 8.6. you describe the ways value is measured regarding health care costs and reflect on the impact of modern medicine on these values.

Learning Objectives

- 8.a. Examine increasing costs of health care and methods used by the government to control costs.
- 8.b. Examine the impact of higher health care costs on insurance premiums, Medicare and Medicaid, and personal bankruptcies.
- 8.c. Evaluate cost-effectiveness of treatments.
- 8.d. Examine how value is measured and determine how we receive "value" from our health care dollars.

9. Examine the health care workforce.

Assessment Strategies

- 9.1. Research Paper
- 9.2. Written Objective Test
- 9.3. Simulation

Criteria

You will know you are successful when

- 9.1. you differentiate the roles of various providers and allied professionals throughout the continuum of healthcare.
- 9.2. you discuss licensure and certification as it applies to various healthcare providers.
- 9.3. you analyze trends in raising health care costs and explain how these changes impact the role of clinicians.
- 9.4. you role-play common situations for classmates to analyze. (Current news articles may be used to generate discussion.)
- 9.5. you conduct research to identify factors which create shortages of healthcare professionals.
- 9.6. you demonstrate an understanding of the duties and responsibilities of various providers and allied professionals.

Learning Objectives

- 9.a. Analyze the roles and responsibilities of clinicians in the health care industry.
- 9.b. Examine the responsibilities of allied health professionals.

- 9.c. Examine the changing roles of clinicians as health care costs increase.
- 9.d. Examine factors that contribute to shortages of health care providers.

10. Examine the costs and benefits of government programs such as Medicare, Medicaid, CHIP, and veteran's benefits.

Assessment Strategies

- 10.1. Research Paper
- 10.2. Written Objective Test

Criteria

You will know you are successful when

- 10.1. you demonstrate an understanding of how each government program (e.g. Medicare, Medicaid, CHIP, and veteran's benefits) is funded.
- 10.2. you demonstrate an understanding of the benefits provided by each government program (e.g. Medicare, Medicaid, CHIP, and veteran's benefits).
- 10.3. you differentiate the parts of Medicare (e.g. Part A, Part B, Part C, and Part D) and the services they provide.
- 10.4. you research the state's Children's Health Insurance Plan (CHIP) and examine who eligibility, benefits, and costs.
- 10.5. you research the projected costs of Medicare and Medicaid and their long-range planning costs.
- 10.6. you examine the challenges of providing health care coverage to the elderly, poor, and disabled.

Learning Objectives

- 10.a. Explore how government programs (Medicare, Medicaid, CHIP, and veteran's benefits) are funded.
- 10.b. Assess the importance of providing health care coverage to the elderly, poor, and disabled.
- 10.c. Break down the parts of Medicare and explain what each one covers.
- 10.d. Identify the services covered by Medicare and Medicaid.
- 10.e. Evaluate the long-term cost projections for Medicare and Medicaid.
- 10.f. Examine the costs and benefits of the state's Children's Health Insurance Plan (CHIP).