

**Textbook(s)**

**Required: "The Financial Management of Hospitals and Healthcare Organizations"** -- Michael Nowicki  
Health Administration Press, Fourth Edition 2008

**Required: "Practice Problems and Case Study to Accompany The Financial Management of Hospitals and Healthcare Organizations, Fourth Edition"** -- Michael Nowicki  
Health Administration Press, Fourth Edition, 2008

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**Course Description** COURSE DESCRIPTION:

This course will introduce the student to the major areas of financial decision making in health care. The course will review the different types of reimbursement from the government and private insurers for hospitals, outpatient facilities, home health care and skilled nursing facilities. Resource allocation methods and control of financial resources will be discussed and the interpretation and utilization of financial statements will be discussed. The course will highlight financial strategic planning concepts, managed care, capital budgeting and financial/operating benchmarks necessary for work in today's healthcare organizations.

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**Course Objectives** STUDENT OUTCOMES:

Upon successful completion of the course the student will:

- Be able to demonstrate an understanding of pertinent healthcare financial information and decision making processes for health care finances.
  - Have reviewed how hospitals, outpatients, skilled nursing facilities and home health care agencies are paid for services rendered, including prospective payment systems, capitation, rate/price setting.
  - Be informed on the cultural, political, economic and environmental factors that affect health care delivery.
  - Be able to understand financial statements used healthcare organizations on a high level and be knowledgeable on the different structures of financial statements.
  - Demonstrate an understanding of ratio analyses used in healthcare organizations and benchmarking principles.
  - Be knowledgeable about the budgeting and capital budgeting processes, zero based budgeting and working capital.
  - Have learned about the legal and regulatory financial environments in healthcare.
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**Learning  
Methodologies**

LEARNING METHODOLOGIES:

1. Overview by Presentation/Notes
  2. Assignments using Websites and Practiced Problems
  3. Written Paper
  4. Examinations
  5. Current Topics in Threaded Discussions (3)
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**Evaluation/Grading**

EVALUATION/GRADING

Discussion Participation 100 points (3 discussions at 40/30/30 points each)

Written Paper 150 points

Test 1 100 points

Test 2 100 points

Test 3 100 points

Website assignments (5) 250 points (50 points each)

Practice Problems (5) 200 points (40 points each)

GRADING SCALE:

93-100 = A 4.0 77-79 = C+ 2.3

90-92 = A- 3.7 73-76 = C 2.0

87-89 = B+ 3.3 70-72 = C- 1.7

83-86 = B 3.0 67-69 = D+ 1.3

80-82 = B- 2.7 60-66 = D 1.0

<60 = F 0.0

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**Honor Code/Online  
Protocol**

- **It is expected that students have read the assignments and are prepared for class.**
- **It is expected that students will actively participate in class discussion via comments in chat room.**
- **It is expected that students will complete work for each unit.**
- **It is expected that students will take examinations as scheduled. Failure to do so will constitute a zero unless prior arrangements have been made with the instructor.**
- **It is expected that assignments will be handed in on the due date. Late assignments will receive decreased points for each late day.**

- **The Cedar Crest College Honor Code will prevail at all times. Any violation of the Honor Code will constitute a failure for the course. Plagiarism, as defined in the Cedar Crest Custom's Book, is considered an Honor Policy violation.**
  - **The Cedar Crest College Classroom Protocol will prevail at all times.**
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## Syllabus

### **COURSE SYLLABUS BUA 340 Spring 2009**

START DATE: JAN 19

WRITTEN PAPER DUE: Monday, February 22, 2009 at 11PM EST (see tab under course home for Written Paper Information)

#### **WEEK ONE: Jan 19-Jan 25**

UNIT 1 Introduction to the Course

Read: CH. 1-Financial Management in Context

Website Assignment I - Record Responses in Dropbox

UNIT 2: Read: CH 2-Organization of Financial Management

Threaded Discussion One (found under Course Home)- participate weeks 1 and 2

#### **WEEK TWO: Jan 26-Feb 1**

UNIT 3: Read: CH 3-Tax Status of Healthcare Organizations

Website assignment II-record responses in Dropbox

UNIT 4: Read: CH 4-Third Party Payment

Website assignment-III-record responses in Dropbox AND

Practice Problem and two self-quiz problems found on

pages 3, 5 and 6 of Practice Problems Book-submit in Dropbox

TEST ONE: Chapters 1, 2, 3 and 4

**WEEK THREE: Feb 2 – Feb 9**

UNIT 5: Read: CH 5-Medicare and Medicaid

Website Assignment-IV - Record responses in Dropbox

UNIT 6: Read: CH 6-Cost Accounting

(4) Self quiz problems on pages 9, 13, 18 and 21-submit via dropbox

Threaded Discussion 2 – participate during weeks three and four

**WEEK FOUR: Feb 9-Feb 15**

UNIT 7: Read Chapter 7-Setting Charges

(3) Self-quiz problems found on pages 25, 27 and 29

UNIT 8: Read: CH 8 – Managing Working Capital

TEST TWO: Chapters 5, 6, 7 and 8

**WEEK FIVE: Feb 16- June 22**

UNIT 9: Read Chapter 9 - Managing Accounts Receivable

Read Chapter 11 - Strategic and Operational Planning

Read Chapter 12 – Budgeting

Website Assignment –V- place work in dropbox

UNIT 10: Read Chapter 13: Capital Budgeting

(4 ) self-quiz problems found on pages 52, 55, 58 and 62-place in dropbox

Threaded Discussion 3- participate in over weeks five and six

**WEEK SIX: Feb 23-March 2**

UNIT 11: Read Chapter 14 - Financial Analysis and Management Reporting

(1) self-quiz problem, page 67 – place in dropbox

UNIT 12: Read Chapter 15: Future Trends

TEST THREE: Chapters 9, 11, 12, 13, 14, and 15

ALL WORK NEEDS TO BE SUBMITTED BY 11PM EST on Monday March 2, 2009

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