

Department: Allied Health

Course No: 244W

Credits: 3

Title: Management for the Health Professiona

Contact: Susan Gregoire

WQ: Writing

Catalog Copy: AH 244W - Management for the Health Professional Either semester. Three credits. Three hours of lecture. Prerequisite: ENGL 105 or 110 or 111 or 250. Open only to Allied Health and Nutritional Science students; others with consent of instructor. Basic management principles and concepts of planning, organizing, supervising, controlling and evaluating in health care environments. Leadership, motivation, supervision, time management, labor relations, quality assurance/proficiency, financial management.

Course Information: This course is intended to be used to give Allied Health students an additional course to meet the "W" requirement for their major.

The goal of this course is to provide comprehensive exposure to generic management principles and concepts with a focus on their roles, applications and impact in health care. Opportunities for all Allied Health students to gain cognition and skills in management theory and practice will be provided. This will better prepare students for future roles as health care practitioners and administrators.

Describe the historical perspective and the development of management theories as they apply to planning, organization, supervision, control and evaluation issues of health care organizations.

Discuss management of health care organizations elaborating on roles of supervisors and managers; identifying management skills which support roles of health care practitioners as new allied health managers.

Identify different management styles and their application in a health care environment.

List several motivating factors and how they can be used to influence employee behavior.

Identify and list main components of effective leadership styles.

Discuss various aspects of time management, learn to identify when time is a problem and explore constructive ways to improve use of personal and professional time.

Discuss concepts of "excellence" in health care systems.

Demonstrate beginning skills of problem solving and decision-making which increase effectiveness of health care professionals and improve effectiveness of their respective organizations.

Discuss human resource problems/issues focusing on recruitment strategies/ tools for future solutions.

Compare alternative methods of marketing health care services.

Discuss components of quality assurance programs in health care; providing examples of potential proficiency testing programs.

Describe employee development skills related to job enrichment

Describe current concepts of personnel development/human resource management in the health care arena including networking and career development (professional development).

Discuss basic concepts of financial management in health care and factors involving the cost of care, purchasing, reimbursement, and cost containment issues.

Discuss the impact of unionization on the health care industry.

Describe the structure and management function of selected health care organizations.

Develop a written business plan on a programmatic level for an enterprise within health care.

Demonstrate in writing skill in analyzing group dynamics, group development and personal group skill.

COURSE EVALUATION

Ten Quizzes (One Drop) 55 %

Written Business Plan (multiple drafts required)* 20 %

Business Plan Presentations 5 %

Written Group Process Analysis (multiple drafts required)* 20 %

Attendance and Active Participation Required 0 or - 1/3 letter grade

(1/3 letter grade subtracted for >1 un-excused absence and chronic disengagement)

Final Examination - Comprehensive Course Evaluation Pass/Fail (Take Home)

* Students must pass each writing assignment to earn a passing grade in the course.

W Criteria: The writing component of this course will enhance the learning by exposing the student to methods and procedures involved with a) designing and writing business plans, and b) analyzing group dynamics and development.

Students will:

a) Develop an original written business plan on a programmatic level for an enterprise within health care. The business plan assignment is designed to assist students in the application of many key management principles. Students will investigate, review, synthesize and incorporate objectives, reading assignments, discussions, presented materials in class, and independent research into their business plan. Business plans must include the following components: name of organization, principles of operation, mission statement, goals, organizational structure/chart, job descriptions, hours of operation, staff scheduling, needs assessment, product identification, promotion, continuous quality improvement plan, and budget.

b) Students will synthesize and incorporate objectives, reading assignments, discussions, and presented materials in class to demonstrate in writing their skill in analyzing group dynamics, group development and personal group skill. The group analysis paper must include description of group meetings (including verbal and non-verbal behavior), application of theories, personal insight into what the student has learned about him/herself

The modes of instruction will include: written project explanation, in-class explanation, instruction and general discussion and overview of assignment to include components and principles of writing business plans and analysis of group dynamics. Students will also have in-office access to samples of good business plans to use as reference templates when drafting and writing their own plans.

Each segment of the business plan project will be evaluated as to fullness of development, consistency between the various elements of the plan, and quality of presentation. Multiple drafts are required with feedback given orally and in writing on content, organization, structure, grammar, etc. Final draft of the business plan will be a minimum of 15 pages. Each segment of the group analysis paper will be evaluated as to accuracy of application and analysis, recommendations for improvement, organization (logical progression and summary), clarity and overall quality of writing. The written group analysis paper will be a minimum of 5 pages.

Supplemental Information: While this course will continue to be offered at the Storrs campus as a non-"W" course for our current majors, the "W" skilled course is intended to provide students at the regional campuses with an Allied Health "W" option to meet major requirements for the proposed Allied Health Sciences major.