

Spring 2017

HSPM 7333 (Section A) CRN 18906

Julie Reagan PhD,JD,MPH

Georgia Southern University, jreagan@georgiasouthern.edu

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Georgia Southern University
Jiann-Ping Hsu College of Public Health

Healthcare Governance

HSPM 7333 (Section A) CRN 18906
Spring 2017

<u>Instructor:</u>	Julie Reagan, PhD, JD, MPH
<u>Office:</u>	Hendricks Hall, Room #2011
<u>Phone:</u>	(912) 478-1342
<u>E-Mail:</u>	jreagan@georgiasouthern.edu
<u>Office Hours:</u>	Tuesday and Thursday: 3:15 to 5:30 p.m.
<u>Class Meets:</u>	Tuesday and Thursday, 2:00 to 3:15 p.m. Hendricks Hall, Room 3001

Prerequisites: None

Catalog Description: This course pertains to the management and governance of healthcare organizations by Trustees or Boards of Directors.

Folio Address: <https://georgiasouthern.desire2learn.com/d2l/home>.

Required Texts:

There is no required textbook. Articles, supplemental materials, and URLs/website addresses will be supplied throughout the course.

Secondary Text: None.

Course Credit: This is a three-credit hour course.

Course Delivery Platform: Face-to-face lecture. Class meetings will be a combination of lecture, class discussion, and active participation. Computer generated presentations utilizing Folio will be used to augment in-class lectures. You are encouraged to complete the recommended readings and activities (as listed in this syllabus and in Folio) prior to class lectures.

MHA Health Policy and Management Core Competencies:

Upon completion of this course, the student will be able to:

1. Apply how “systems thinking” can contribute to solving public health organizational problems.
2. Describe the leadership skills for building partnerships in public health.
3. Describe the trends in resource allocation and financing, and evaluate their effects on consumers, providers, and payers in public health.
4. Define the economic, social, and legislative changes impact on public health systems in the U.S.
5. Apply population and individual ethical considerations in relation to benefit, cost, and burden of public health programs.
6. Describe the principles of health equity to public health leadership.
7. Apply ethical decision-making and conduct in all aspects of public health practice.
8. Advocate for programs and resources that advance the health of the population.
9. Define the potential impacts of legal and regulatory laws and regulations on the conduct of public health research and practice.

Course Learning Objectives:

Upon completion of this course, students should be able to:

1. Understand the main responsibilities, formation, and operations of a hospital governing board.
2. Recognize the various types of hospitals in the U.S. healthcare system and understand how the type of hospital influences hospital governance.
3. Demonstrate a familiarity with available resources for information and data pertaining to hospitals and health systems.
4. Understand the structure and provisions of the Affordable Care Act as it relates to our U.S. healthcare system and healthcare governance.
5. Understand the applicable legislative and regulatory influences applicable to healthcare governance.

6. Explain a board's role in ensuring hospital quality and patient safety.
7. Describe the board's role in providing hospital fiscal oversight.
8. Describe the corporate responsibility of working with the community to achieve improvements in the community's health status.
9. Describe the components of strategic planning oversight in hospitals and healthcare systems.

Assessment of Student Learning:

- **Readings & Assignments:** Readings and other assignments are indicated in the course schedule below and in Folio. Assignments specific to each lecture will be posted in modules in Folio. Please follow the instructions for assignment completion posted within each module. **You are responsible for any additional materials provided online, so please check Folio regularly.**
- **Exams.** A total of 4 exams will be administered. Exams will consist of a combination of true/false, multiple-choice, and essay questions. Exams will be a combination of take-home (essay portion) and in-class (remaining portion). The final exam will be comprehensive.

Exams will be open-book. Notes, notebooks, and textbooks are allowed. Computers, phones, ipads or other digital technology will not be allowed.
- **In-Class Participation:** Class participation is an integral part of the learning process. This course requires substantial and informed student participation. General discussion of theory and practice is encouraged and expected of all students. At a minimum, being informed requires class engagement, completion of assigned readings and projects, and attention to healthcare news. Thoughtful participation is important and will be considered for the final grade calculation.
- **Attendance Policy:** Federal regulations require attendance to be verified before distribution of financial aid allotments. Thus, attendance will be verified at the first class meeting. Students not attending the first class will be dropped from the class. This class requires regular attendance. Attendance at each class throughout the semester is expected and will be considered for final grade calculations.

Instructor Response Times:

- Email: within 24 hours (expect longer response times on weekends & holidays)
- Exams: within 1 week
- Memorandum: within 1 week

Grading:

<i>Assignment</i>	<i>Weight (%)</i>
Exam 1	25
Exam 2	25
Exam 3	25
Final Exam	25
Total	100

Grading Scale:

90-100%	=	A
80-89%	=	B
70-79%	=	C
60-69%	=	D
0-59%	=	F

Make-up Exams and Late Assignments: Late assignments will not be excused, and make-up exams will not be provided, except in cases of illness, injury, or extenuating circumstances. In such circumstances, or if you need additional time to satisfactorily complete any course requirement, please consult with the instructor within a reasonable amount of time.

Except in cases of extenuating circumstances and instructor approval, any assignment turned in late will be lowered one letter grade.

Course Schedule

Week	Dates	Topics	Module
1	Tues 1/9	Introductions & Course Orientation	Orientation Module
	Thu 1/11	Overview of Healthcare Governance	1
2	Tues 1/16	Healthcare Governance Resources	2
	Thu 1/18	Research and Drafting the Memorandum (the essay portion of exam 1 will consist of drafting a memorandum)	3
3	Tues 1/23	Hospitals 101	4
	Thu 1/25	Hospitals 101, continued	
4	Tues 1/30	Forms of Organizations	5
	Thu 2/1	Forms of Organizations, continued	
5	Tues 2/6	Laws Impacting Healthcare Governance	6
	Thu 2/8	Laws, continued	
6	Tues 2/13	Exam 1, Part 1 (Modules 1-6) Take home essay portion	
	Thu 2/15	Exam 1, Part 2 (Modules 1-6) In class	
7	Tues 2/20	Board Basics	7
	Thu 2/22	Board Member Selection & Competencies	8
8	Tue 2/27	Board Diversity	9
	Thu 3/1	Board Compensation & Succession Planning	10
9	Tues 3/6	Exam 2, Part 1 (Modules 7-11) Take home essay portion	
	Thu 3/8	Exam 2, Part 2 (Modules 7-11) In class	
10	Tues 3/13	No Class -- Spring Break	
	Thu 3/15	No Class -- Spring Break	

11	Tues 3/20	Working with the CEO	11
	Thu 3/22	Meeting Processes	12
12	Tues 3/27	Fiduciary Duties	13
	Thu 3/29	Fiduciary Duties, continued	
13	Tues 4/3	Board Committees	14
	Thu 4/5	Assuring Patient Safety & Quality	15
14	Tues 4/10	Working with the Community	16
	Thu 4/12	Strategic Planning	17
15	Tues 4/17	Financial Oversight	18
	Thu 4/19	Exam 3, Part 1 (Modules 11-18) (Take home essay portion)	
16	Tues 4/24	Exam 3, Part 2 (Modules 11-18) (in class portion)	
	Thu 4/26	Final Exam Review	
17	Tues 5/1	Final Exam: 3-5 p.m. (comprehensive)	

Disclaimer: The contents of this syllabus are as complete and accurate as possible. The instructor reserves the right to make any changes necessary to the syllabus and course material. The instructor will make every effort to inform you of changes as they occur. It is the responsibility of the student to know what changes have been made in order to successfully complete the requirements of the course.

Texting and Use of Cell Phones (and Other Technologies)

Please do not text in class or use your cell phone during class! Texting during class (or in a meeting) is disruptive and rude...at least to me. My preference is that you put cell phones away during class meetings so they are not a source of temptation.

Academic Integrity: Students are expected to follow the guidelines outlined in the *Student Conduct Code 2013-2014* policy regarding academic dishonesty. Any student found in violation of academic honesty will receive a grade of ‘F’ for the course. It is the student’s responsibility to become familiar with the *Student Conduct Code*.

Students are also expected to follow the guidelines set forth in the JPHCOPH Student Handbook.

- GSU Student Conduct Code: <http://deanofstudents.georgiasouthern.edu/conduct/wp-content/uploads/sites/3/2013-2014-SCC-8.19.13.pdf>.

- JPHCOPH Student Handbook:
<https://docs.google.com/a/georgiasouthern.edu/file/d/0B2ms15eoGveqOHIEUW53X0ZS/WVE/edit>.

Academic Misconduct: Academic misconduct according to GSU’s policy includes (but is not limited to):

Cheating:

- Submitting material that is not yours as part of your course performance;
- Using information or devices that are not allowed by the faculty;
- Obtaining and/or using unauthorized materials;
- Fabricating information, research, and/or results;
- Violating procedures prescribed to protect the integrity of an assignment, test, or other evaluation;
- Collaborating with others on assignments without the instructor’s consent;
- Cooperating with and/or helping another student to cheat; and/or,
- Demonstrating any other forms of dishonest behavior.

Plagiarism:

Plagiarism is defined as “appropriating and putting forth as one’s own the ideas, language, or designs of another” (The Living Webster, 1975), and it is strictly forbidden. Written and oral presentations must be a student’s own work. Students plagiarizing or cheating in any form will face disciplinary action which could result in failure of this course or suspension or expulsion from the University. Copying from written materials, presentations, websites, etc. without source acknowledgement and reference is plagiarism. *Read it, appreciate it, learn from it, and make sure you properly cite the source – and then reflect on it with your own thoughts and words!*

Plagiarism according to GSU’s policy includes (but is not limited to):

- Directly quoting the words of others without using quotation marks or indented format to identify them;
- Using sources of information (published or unpublished) without identifying them;
- Paraphrasing materials or ideas without identifying the source;
- Unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic material.

If you are uncertain about what constitutes plagiarism, please contact the instructor. If you are accused of cheating or plagiarism, the policy, as per the Student Affairs website (<http://deanofstudents.georgiasouthern.edu/conduct/resources/faculty/academic-dishonesty/>), will be enforced.