

**WESTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH AND HUMAN SERVICES
DEPARTMENT OF PUBLIC HEALTH**

HCA 445: Healthcare Financial Management
Fall 2018
3 credit Hours

Updated 07/09/2018

Instructor Information

Shanda Hopper

Office Hours: Wednesdays 11:00-1:00 PM; Thursdays 11:00-1:00 PM by appointment only

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Purpose

The purpose of this course is to provide an introductory knowledge of finance necessary to manage a health care entity. This course will encompass basic financial and managerial accounting while also focusing on financial theories and methods key to the operation of health care organizations. It is designed to provide you with an in-depth understanding of how managerial accounting information is generated and used by individuals internal to the organization. We will discuss various aspects of cost and revenue behavior. The primary emphasis is on cost behavior and issues associated with the interpretation of accounting, financial, and operational information.

Course Objectives

1. Students will demonstrate a familiarity with basic financial statements such as: balance sheet, income statement, and the statement of cash flows.
2. Students will demonstrate an understanding of the process of cost allocation.
3. Students will demonstrate a general knowledge of the sources of revenue for hospitals.
4. Students will demonstrate an understanding of the budgeting process in healthcare organizations.

Textbook

Gapenski, Louis C. Fundamentals of Healthcare Finance, 2nd Edition

Participation

The assigned course material provides the basis for each online session. Students are **expected to prepare assignments prior to and contribute to online discussions**. In order to succeed in this course, it is essential that you **stay current with all reading assignments, do the homework, and ask questions** about material that is confusing or unclear. Experience has proven that those who

keep up and put effort into the course have little difficulty passing the course. On the other hand, those who put forth little effort and get behind are soon lost.

A good plan of attack for learning the material is to first scan the chapter, read the questions at the end of the chapter, then read the chapter.

Health Finance Discussion Board: For the health finance discussion board forum, students will be required to respond to health policy articles, case studies, or other course material posted throughout the semester. More details regarding the discussion boards will be provided later.

Quizzes and Homework Submissions: Quizzes and homework submissions may be announced and unannounced depending upon circumstances. Expect at least one quiz and/or homework submission per chapter.

Examinations: There will be two in class examinations which will cover the chapters and lectures being covered in class, assigned readings and information from the assignments.

Final Course Grade Determination

Total points earned for the following items will determine the final course grade:

Homework/Cases	200
Discussion Board	75
Exam/quizzes	<u>225</u>
Total	500

The "90%, 80%, 70%, and 60% Rule" will determine the final course grade. For example, 450 points and above will result in an A, 400 to 449 points will result in a B, etc. **You will receive the grade that is earned.** Please do not ask about "curving" of quizzes, homework, or examination grades.

Grades: The standard university grading scale will be used: 90-100 (A), 80-90 (B), 70-79 (C), and 60-69 (D). All grades under 60 will be given a letter grade of F.

Academic Misconduct: All acts of dishonesty in any work constitute academic misconduct. This includes plagiarism (where an individual represents ideas or interpretations taken from another source as their own) as well as various forms of cheating. Please refer to student handbook on policies regarding academic misconduct.

Students with Disabilities: Students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services (OFSDS), Student Success Center - DUC A201. The OFSDS telephone number is (270) 745-5004; TTY is 745-3030.

As specified by university policy, please do not request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

Tentative Course Outline

Date	Topic	
Aug 27	Introduction to Healthcare Financial Management	Welcome Discussion Board
Aug 27 – Aug 31	Read Chapter 1 Discussion Board Homework	Chapters 1
Aug 27 th – Aug 31 st	Read Chapter 2 Discussion Board Homework	Chapters 2
Sept 4 th – Sept 7 th	Read Chapter 3 Discussion Board Homework	Chapters 3
Sept 10 th – Sept 14 th	Read Chapter 4 Discussion Board Homework	Chapters 4
Sept 17 th – Sept 21	Read Chapter 5 Discussion Board Homework	Chapters 5
Sept 24 th – 28 th	Read Chapter 6 Discussion Board Homework	Chapters 6
Oct 1 – Oct 5 th	Read Chapter 7 Discussion Board Homework	Chapters 7
Oct 7 th – 10 th	Midterm Exam	Chapters 1 - 7
Oct 15 th – Oct 19	CASE STUDY	CASE STUDY
Oct 22 – Oct 26 th	Read Chapter 8 Discussion Board Homework	Chapters 9
Oct 29 th - Nov 2	Read Chapter 9 Discussion Board Homework	Chapters 10
Nov 5 th – Nov 9 th	Read Chapter 10	Chapters 11

Date	Topic	
	Discussion Board Homework	
Nov 12 th – Nov 16 th	Read Chapter 11 Discussion Board Homework	Chapters 11
Nov 19 th – Nov 30	Read Chapter 12 Discussion Board Homework	Chapters 12 CASE STUDY
	Study Guide for Final	
Dec 4 th – Dec 8 th	Final Exam	Chapters 8 - 12

The requirements outlined above maybe subject to change by the professor.