



## 2017-18 Course Descriptions

COLLEGE OF PROFESSIONAL STUDIES

### Management & Organizational Development – Bachelor of Science Concentration in Healthcare Management

(45 credit hours)

*Bethel's Bachelor of Science Degree specializing in Management and Organizational Development with a concentration in Healthcare Management is a blended program with the business-oriented courses offered on campus and the Healthcare Industry specialization courses offered online. Students study one course at a time for 5 weeks each.*

#### **TERM 1** 15 semester hours

##### **MOD 301 Introduction to Adult Learning**

**(3 credit hours)**

This course provides a paradigm for understanding individuals within organizations. Topics covered include adult learning theory, group formation and conflict management, the work environment, and communication channels within organizations. The course also covers writing and presentation skill development.

##### **MOD 310 Issues in Management (3 hours)**

This course is about motivational theory and its application to individuals and group functioning in work and home situations. Leadership styles related to particular circumstances are analyzed. Negotiation is covered through readings and class practice, with an analysis of the effect of productivity.

##### **MOD 330 Information Systems (3 hours)**

This introductory course is designed to answer many fundamental questions about the role of information systems in business from a management perspective.

##### **MOD 350 Human Behavior in Organizations (3 hours)**

This course is an examination of current theory in organizational behavior including the study of interactions between and among individuals in the organizational context. Topics include organizational culture, goal-setting, performance management, stress and work-life balance, teams and power in organizations.

##### **MOD 420 Issues in Marketing (3 hours)**

Principles of marketing needed by managers in all areas in order to develop and utilize effective marketing practices. Concepts of our global economy, including major social, psychological and political influences and their marketing implications considered from a manager's perspective.

## **TERM 2** 15 semester hours

### **MOD 450 Ethical and Legal Environment of Modern Organizations (3 hours)**

This course considers managerial decision-making from an ethical and legal standpoint. Topics include the application of moral philosophy to the business environment, the Constitutional basis for regulations such as teams in capitalist environments, antitrust regulation, and human rights.

### **MOD 430 Business, Government and the International Economy (3 hours)**

This course examines the interaction between business organizations, governmental structures, and the international economic environment. Topics include governmental attempts to regulate business organizations and manage the national economy. Models of competitive production are reviewed as in the impact of global competition.

### **MOD 440 Strategic Planning (3 hours)**

Various management planning models, techniques, and application to business cases. Concepts of strategic planning and strategic management.

### **MOD 410 Quantitative Approaches to Managerial Decision-Making (3 hours)**

This course is an examination of quantitative applications in management with an emphasis in management accounting and operations management. Topics include: budgeting, forecasting, cost control, financial analysis, the value-chain, cost management and total quality management.

### **HM 4511 Healthcare Financial Management (3 hours)**

This course provides an in depth look at accounting principles as they apply to the health care environment. Topics include: the use of accounting and financial planning in healthcare organizations, planning and control, sources of revenue, financial decision making using quantitative techniques, and general financial planning for healthcare organizations. An overview of financial statements, reporting, ratios, and budgeting for health care organizations will be presented.

## **TERM 3** 15 semester hours

### **HM 4521 Healthcare Information Management (3 hours)**

This course presents the practical use of technology in healthcare organizations and the role they fill in today's modern healthcare system. The course helps students identify the most common uses of technology in the health care environment, the processes used in the selection of technology, the application of technology to the health system, and the evaluation of technology. An overview of the role of Healthcare Information Management in health care organizations, and the use of Electronic Medical Records is presented. The role of information technology workers will be explored as it pertains to the security and privacy of healthcare information.

### **HM 4531 Healthcare Policy Analysis and Decision-Making (3 hours)**

The emphasis of this course is the role of government in health care policy, the US health care system, costs of healthcare, and an analysis of the ethical and business implications of social welfare. Throughout the course, students will review the current trends in the delivery of healthcare and the economic and social issues associated with efforts to revise the system. Students will develop an understanding of the political, economic and social issues affecting health care organizations.

**HM 4541 Human Resource Management in Healthcare (3 hours)**

This course gives the student an understanding of issues that impact human resource management in health care organizations. Topics include: physician and labor relations, recruitment and retention of professional staff and physicians, staff development, malpractice concerns, and Federal, state, and employee regulatory requirements specific to healthcare will be emphasized. Students will review quality management tools used to ensure integration of organizational strategy and continuous process improvement programs.

**HM 4551 Leading Healthcare Organizations (3 hours)**

This course provides students with an overview of the leadership challenges facing healthcare organizations today. Knowledge in collaboration and accountability will be a key factor in facing challenges going forward. Students will examine the servant leadership model within the context of leading change. Gaining organizational efficiencies, leading healthcare professionals, technology demands, change management, and best practices will be identified and explored. Students will correlate leadership to quality systems management and strategic planning.

**HM 4561 Strategic Planning and Execution in Healthcare (3 hours)**

Strategic Planning and Execution in Healthcare builds upon the skills learned in MOD 440 - Strategic Planning. Students will identify and analyze the development of quality systems and execution of organizational strategies in a healthcare setting. Students will learn how quality management and strategic planning tools can be used to ensure the success of organizational strategy and continuous process improvement programs. Students will develop skills in identifying organizational barriers, developing action and prioritization plans, decision-making and change management, and the basics of how to implement and execute strategic plans in a healthcare setting. Prerequisite: HM 4551.

\*128 credit hours are required to graduate with a Bachelor of Science degree. The balance of the credits needed after the major coursework is completed can be fulfilled with electives, previous transferred credit, and other advanced standing credit options. Contact your recruiter or advisor for details.