



## 2017-18 Course Descriptions

COLLEGE OF PROFESSIONAL STUDIES

### Organizational Leadership – Bachelor of Science with Healthcare Management Concentration

(45 credit hours)

*Bethel's Bachelor of Science Degree specializing in Organizational Leadership with a concentration in Healthcare Management is tailored to offer the convenience and flexibility of studying online. Students study one course at a time for 5 weeks each.*

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

##### **OL 3051 Introduction to Adult Online Learning (3 credit hours)**

This course is an introduction to learning in the online environment. Topics include the learning management system, library resources, and other support mechanisms within the program.

##### **OL 3100 Management (3 credit hours)**

Provides a general understanding of the managerial functions of planning, organizing, leading and controlling from the viewpoint and needs of the professional manager.

##### **OL 3230 Organizational Theory (3 credit hours)**

The course is an investigation of the theoretical models of organization and how organizations can be structured for maximum efficiency.

##### **OL 3210 Principles of Managerial Accounting (3 credit hours)**

This course is an introduction to concepts in accounting from the manager's perspective. Topics include cost-volume-profit analysis, costing and budgeting.

##### **OL 3225 Survey of Marketing (3 credit hours)**

Survey of Marketing introduces students to the nature, scope and economic importance of marketing. The 4 P's of marketing; product, price, promotion, and place will be discussed.

#### **TERM 2** 15 semester hours

##### **OL 3390 Organizational Analysis (3 credit hours)**

This course addresses contemporary challenges arising from managing organizations in the face of complex environmental conditions, new technological developments, and increasingly diverse workforces. It focuses on providing a systematic approach for analyzing, diagnosing, and responding to organizations problems. It also provides an opportunity for students to enhance their communication and writing skills.

##### **OL 4000 Understanding the Economics of Business (3 credit hours)**

This introductory course provides management students with basic tools to analyze a wide variety of economic problems.

**OL 4240 Strategic Management****(3 credit hours)**

The course examines the development and deployment of strategy as a critical factor in organizational success.

**OL 4245 Human Resources****(3 credit hours)**

This course examines the role of the human resource professional as a strategic partner in managing today's organizations. Key functions such as recruitment, selection, development, appraisal, retention, compensation, and labor relations are examined.

**HM 4510 Financing in Healthcare****(3 credit 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 4530 Overview of Healthcare Policy in the U.S. (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 4540 Managing Human Resources 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 4550 Healthcare Leadership (3 hours)**

This course describes the critical knowledge and skills needed to be an effective leader in today's complex healthcare environment. Sessions cover conflict resolution, leadership and negotiation skills, strategic planning, and ethics.

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

Strategic Planning and Execution in Healthcare builds upon the skills learned in OL 4240 - Strategic Management. 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.