Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should <u>not</u> be used to purchase course materials.

COURSE DESCRIPTION

Focused on financial analysis and decision making in healthcare, this course will provide exposure to the design and operation of healthcare financial and reimbursement systems. Examines the current system of financing health care and the factors affecting it. Students will examine topics related to the revenue cycle, disbursement, budgeting/forecasting, internal control, financial reporting, and contract management aspects of the healthcare organization.

RATIONALE

Financial management in a healthcare organization has unique elements that are either not found in other areas of business or have unique applications. Healthcare professionals need to have a thorough understanding of the revenue cycle, reimbursements, budgeting/forecasting, internal control, contract management, and financial reporting within the healthcare industry in order to make sound financial decisions.

I. PREREQUISITE

For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

II. REQUIRED RESOURCE PURCHASE

Click on the following link to view the required resource(s) for the term in which you are registered: http://bookstore.mbsdirect.net/liberty.htm

III. ADDITIONAL MATERIALS FOR LEARNING

A.   Computer with basic audio/video output equipment

B.   Internet access (broadband recommended)

C.   Microsoft Word and Excel

IV. MEASURABLE LEARNING OUTCOMES

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

A.   Integrate a biblical worldview within the context of financial management in healthcare.

B.   Examine financial analysis and decision-making through exposure to the design and operation of healthcare financial and reimbursement systems.

C. Discuss topics related to the revenue cycle, disbursement, budgeting/forecasting, internal control, financial reporting, and contract management aspects of the healthcare organization.

D. Assess the current system of financing healthcare and the factors affecting it based upon knowledge of current literature and industry best practices.

V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and presentations

B. Course Requirements Checklist

After reading the Course Syllabus and Student Expectations, the student will complete the related checklist found in Module/Week 1.

C. Discussion Board Forums (2)

Discussion boards are collaborative learning experiences. Therefore, the student is required to create a thread in response to the provided prompt for each forum. Each thread must be at least 600 words. In addition to the thread, the student is required to reply to 2 other classmates' threads. Each reply must be at least 450 words. Each thread and reply must contain at least 2 references and 1 instance of biblical integration. Current APA format must be used.

D. Assessments (8)

Assessments will be conducted on each chapter within the Navigate 2 software system that came with the text. These assessments are essay-type questions. Formal APA is not required; however, if a source is used, there must be an appropriate citation and reference.

E. Affordable Care Essay

The student will write a 5-page research-based paper in current APA format that focuses on the Affordable Care Act and the implications for the healthcare industry. The paper must contain implications for the appeal of the Act, as well as other current developments in the news. The paper must include at least 5 references in addition to the course textbook and the Bible.

F. Budget Project

The student will complete a project involving the creation of a budget. Specific budgets to be produced and other requirements may be found in Blackboard.

G. Faith Integration Essay

The student will write an 800-word essay in current APA format that focuses on the integration of biblical principles within the healthcare industry, and specifically from a financial perspective. The essay must include at least 3 references in addition to the course textbooks and the Bible.

H. Reading Quizzes (8)

Each quiz will cover the Reading & Study material for the assigned module/week. Each quiz will be open-book/open-notes, contain 10 multiple-choice and true/false questions, and have a 20-minute time limit.

VI.   COURSE GRADING AND POLICIES

A.   Points

Course Requirements Checklist		10
Discussion Board Forums	(2 at 100 pts ea)	200
Assessments	(8 at 30 pts ea)	240
Affordable Care Essay		150
Budget Project		150
Faith Integration Essay		100
Reading Quizzes	(8 at 20 pts ea)	160
	Total	1010

B.   Scale

A = 940–1010   A- = 920–939   B+ = 900–919   B = 860–899   B- = 840–859

C+ = 820–839   C = 780–819   C- = 760–779   F = 0–759

C.   Late Assignment Policy

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1.   Late assignments submitted within one week of the due date will receive a 10% deduction.

2.   Assignments submitted more than one week late will receive a 20% deduction.

3.   Assignments submitted two weeks late or after the final date of the course will not be accepted.

4.   Late Discussion Board threads or replies will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

D.   Quizzes/Tests/Exams

For timed quizzes/tests/exams, the student is required to complete the quiz/test/exam within the assigned time. For the student who exceeds this time limit, a penalty of 1 point will be deducted for each minute, or part thereof, he/she exceeds the assigned time limit.

E.   Disability Assistance

Students with a documented disability may contact Liberty University Online's Office of Disability Academic Support (ODAS) at LUOODAS@liberty.edu to

make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.

COURSE SCHEDULE

BUSI 523

Textbook: Harrington, *Health Care Finance and the Mechanics of Insurance and Reimbursement* (2016).

MODULE/ WEEK	READING & STUDY	ASSIGNMENTS	POINTS
1	Harrington: chs. 1–2 1 presentation	Course Requirements Checklist Class Introductions DB Forum 1 Thread Assessment 1 Reading Quiz 1	10 0 50 30 20
2	Harrington: chs. 3–4 1 presentation	DB Forum 1 Replies Assessment 2 Reading Quiz 2	50 30 20
3	Harrington: ch. 5 1 presentation	Assessment 3 Reading Quiz 3	30 20
4	Harrington: chs. 6–7 1 presentation	Assessment 4 Affordable Care Essay Reading Quiz 4	30 150 20
5	Harrington: chs. 8–9 1 presentation	DB Forum 2 Thread Assessment 5 Reading Quiz 5	50 30 20
6	Harrington: chs. 10–11 1 presentation	DB Forum 2 Replies Assessment 6 Reading Quiz 6	50 30 20
7	Harrington: chs. 12–13 1 presentation	Assessment 7 Budget Project Reading Quiz 7	30 150 20
8	Harrington: ch. 14 1 presentation	Assessment 8 Faith Integration Essay Reading Quiz 8	30 100 20
		TOTAL	1010

DB = Discussion Board

NOTE: Each course module/week begins on Monday morning at 12:00 a.m. (ET) and ends on Sunday night at 11:59 p.m. (ET). The final module/week ends at 11:59 p.m. (ET) on **Friday**.