

Course Proposals

List of all proposals

Course Name: Human Resource Management in Healthcare

Course Prefix: MSRT

Course Number: 6240

Submitted by (Name & E-Mail): Paul Eberle, peberle@weber.edu

Current Date: 1/3/2013

College: Health Professions

Department: Respiratory Therapy

From Term: Spring 2014

Substantive

change number MHA 6240

Current Course Subject MHA

Current Course Number 6240

Human resources management in healthcare organizations including recruitment and selection of employees, benefits and compensation management, privileging and credentialing of health professionals, performance evaluation, staffing plans, labor relations and labor law relevant to health care organizations.

New/Revised Course Information:

Check all that apply:

Subject:

This is for courses already approved for gen ed.

Use a different form for proposing a new gen ed designation.

Course Number: 6240

DV CA HU LS PS SS

EN AI QL TA TB TC TD TE

Course Title: Human Resource Management in Healthcare

Abbreviated Course Title: HR Mgmt in Healthcare

Course Type: LEC

Credit Hours: 3 or if variable hours: to

Contact Hours: Lecture 45 Lab Other

Repeat Information: Limit 0 Max Hrs 0

Grading Mode: standard

This course is/will be:

- a required course in a major program
 a required course in a minor program
 a required course in a 1- or 2- year program
 elective

Prerequisites/Co-requisites:

Acceptance into MSRT program.

Course description (exactly as it will appear in the catalog, including prerequisites):

Justification for the new course or for changes to an existing course. (Note: Justification should emphasize academic rationale for the change or new course. This is particularly important for courses requesting upper-division status.)

Dual numbered with MHA 6240.

INFORMATION PAGE
for substantive proposals only

1. Did this course receive unanimous approval within the Department?

true

If not, what are the major concerns raised by the opponents?

2. If this is a new course proposal, could you achieve the desired results by revising an existing course within your department or by requiring an existing course in another department?

3. How will the proposed course differ from similar offerings by other departments? Comment on any subject overlap between this course and topics generally taught by other departments, even if no similar courses are currently offered by the other departments. Explain any effects that this proposal will have on program requirements or enrollments in other department. Please forward letters (email communication is sufficient) from all departments that you have identified above stating their support or opposition to the proposed course.

4. Is this course required for certification/accreditation of a program?

no

If so, a statement to that effect should appear in the justification and supporting documents should accompany this form.

5. **For course proposals**, e-mail a syllabus to Faculty Senate which should be sufficiently detailed that the committees can determine that the course is at the appropriate level and matches the description. **There should be an indication of the amount and type of outside activity required in the course (projects, research papers, homework, etc.).**

Please mail a signed approval page to the Faculty Senate Office, MA 210J, MC 1003.

Weber State University, Ogden, Utah 84408, (801) 626-6000
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Weber State University
Health Administrative Services
Course Syllabus

Course Title: Human Resources Management in Healthcare

Course Number: MHA 6240

Number of Credit Hours: 3

Professor: Dr. Lloyd R. Burton

Course Description:

Human resources management in healthcare organizations including recruitment and selection of employees, benefits and compensation management, privileging and credentialing of health professionals, performance evaluation, staffing plans, labor relations and labor law relevant to health care organizations.

Objectives:

The student should be able to:

- Understand the application of strategic management to human resources management.
- Define the role and impact of corporate culture on organizational performance. Identify functions and symbols that are manifestations of corporate culture.
- Describe diversity management strategies applicable to health care organizations.
- Identify Federal labor laws applicable to human resources management.
- Recognize, describe, discuss, and apply the significant and major issues in the legal and financial environment for health care human resources management.
- Identify recruitment strategies and describe their means of implementation.
- Identify and describe strategies and programs that attract and retain quality employees.
- Describe recurrent conditions contributing to health system workforce shortages.
- Identify models and develop strategies for selection and orientation.
- Develop training and development strategies for employees in health care organizations
- Discuss a models of leadership development applicable to health care organizations.
- Develop a strategy for succession planning in health care organizations.
- Identify and describe competencies required of health care professionals in various points of service.
- Identify and develop models for compensation and benefits management.
- Understand performance feedback processes.
- Understand approaches to terminating employees.
- Demonstrate the ability to participate in Labor Relations negotiations.

Texts:

Hernandez, S. Robert, and Stephen J. O'Connor, 2010, Strategic Human Resources Management in Health Services Organizations, 3d ed., Delmar Cengage Learning, ISBN: 978-0-7667-3540-5

Methods and Procedures:

The structure of this course will include assigned readings, online case discussions, in class experiential exercises, student presentations, research and written assignments. This is a hybrid course incorporating both classroom and online milieu. The online content will have a primary focus on case discussion questions found at end of each chapter in the assigned text. The classroom content will align with the material contained in the text. Supplemental material will be available online. Students will be assigned a contemporary issue in human resources management. They are expected to research that topic area and present it in a teaching format to the class. The instructor will followup with clarification and experiential exercises.

Research Project:

Each student will prepare and present a 12 to 15 page paper on a contemporary issue in Human Resources Management in healthcare provided by the instructor. A list of issues will be addressed in the first class meeting and each student will be assigned an issue to research. The research paper must include at least 7 annotated references. Papers will be graded on three criteria; format, content and consistency of logic. The paper will include a cover page, table of contents, introduction, background research, analysis, conclusion/recommendation and bibliography. The paper will be double-spaced using Times New Roman 12 point font. Papers may be written in APA format or another academically accepted style as long as the citation of references is consistent throughout the paper. Content of the paper should exhibit graduate level analytical research of the subject matter and the student's mastery of the subject. The student should be capable of writing in a manner, which clearly communicates the information or arguments, he or she is trying to convey. This paper is worth 300 points toward the final grade.

Grading:	Percent	Points
Online Discussion (50 Points Each)	(40%)	400
Case Study Reports (50 Points Each)	(20%)	200
Contemporary Issue presentation	(10%)	100
Research paper	<u>(30%)</u>	<u>300</u>
	(100%)	1000

Letter Grade	Lower limit	Upper limit
A	940	100
A-	900	93.
B+	870	899
B	830	869
B-	800	829
C+	770	799
C	730	769
C-	700	729
E	0	699

Accommodations

Any student requiring accommodations or services due to disability must contact Services for Students with Disabilities (SSD) in room 181 of the Student Services Center. SSD can also arrange to provide course materials (including the syllabus) in alternative formats if necessary.

For more information about SSD contact them at (801) 626-6413, ssd@weber.edu or <http://departments.weber.edu/ssd/>.

Cheating policy

Collaboration among students is encouraged regarding group presentations and discussion of course content. However research papers are expected to be the result of individual effort and must conform with university policies regarding plagiarism and academic dishonesty. Failure to do so may result in disciplinary action in accordance with the Student Code of Weber State University.

Cell Phones

Many of you have other jobs and responsibilities wherein you rely on cell phones to do your job. Out of courtesy to other students and to avoid disruption of the classroom activities either turn your cell phones off or put them in silent or vibrate mode during class. If you must answer a call please leave the classroom to take your call.

Course Outline Fall 2009

	Date	Topic	Assignments
Module 1	10/20/09	Strategy and Organization Systems	Read Chapters 1, 2 and 3 in the assigned textbook. Participate in online group discussion 1.
Module 2	10/27/09	Work Force, Competencies and Corporate Culture	Read Chapters 4, 5 and 6 in the assigned textbook. <u>Organizational culture at Life Care Centers of America</u> Anonymous. Human Resource Management International Digest. Bradford: 2002. Vol. 10, Iss. 4; p. 26 (2 pages) <u>Corporate Culture</u> Jay Goltz. FSB : Fortune Small Business. New York: Oct 2009. Vol. 19, Iss. 8; p. 61 Participate in online group discussion 2. Case Study 1 Due
Module 3	11/3/09	Diversity Issues, Leadership Development, Succession Planning, and Mentoring (Guest Speaker: Dana Oaks, COO, Ogden Regional Medical Center)	Read Chapters 7 and 8 in the assigned textbook. Participate in online group discussion 3. In class exercise
Module 4	11/10/09	Job Analysis, Recruitment and Retention	Read Chapters 9 and 10 in the assigned textbook. Participate in online group discussion 4. Case Study 2 Due
Module 5	11/17/09	Selection, Orientation, Training and Development	Read Chapters 11 and 12 in the assigned textbook. Read HFM Article on EHR Trigger. <u>EHR triggers a force for improved care-and revenue</u> Shelley C Safian. Healthcare Financial Management. Westchester: Sep 2009. Vol. 63, Iss. 9; p. 108 (5 pages)

			<p>Participate in online group discussion 5.</p> <p>Student presentations</p>
Module 6	11/24/09	Performance Appraisal and Compensation	<p>Read Chapters 13 and 14 in the assigned textbook.</p> <p>Supplemental Readings. <u>Aligning Perspectives on Performance</u> Aparna Nancherla. T + D. Alexandria: Nov 2009. Vol. 63, Iss. 11; p. 25 (1 page)</p> <p>conciierge services: helping employees and the bottom line <u>Tillie Hidalgo Lima. Healthcare Financial Management.</u> Westchester: Aug 2008. Vol. 62, Iss. 8; pg. 72, 4 pgs</p> <p>Participate in online group discussion 6.</p> <p>Student presentations</p> <p>Case Study 3 Due</p>
Module 7	12/1/09	Labor Relations and Physician Relations	<p>Read Chapters 15 and 16 in the assigned textbook.</p> <p><u>The Future of US Labor Law and the Long Struggle for Labor Rights</u> Ellen Dannin. Employee Responsibilities and Rights Journal. New York: Jun 2009. Vol. 21, Iss. 2; p. 139 (6 pages)</p> <p><u>The Role of Solidarity and Subsidiarity for Unions in Healthcare</u> Gerard Magill, Griffin Trotter. HEC Forum. New York: Jun 2001. Vol. 13, Iss. 2; p. 178</p> <p><u>Associations join pro-union ranks.</u> Full Text Available By: Jaklevic, Mary Chris. <i>Modern Healthcare</i>, 07/05/99, Vol. 29 Issue 27, p6, 2p; (AN 2044606)</p> <p>Participate in online group discussion 7.</p> <p>Labor Negotiation exercise</p> <p>Student presentations</p>

Module 8	12/8/09	The Future	Read Chapter 17 in the assigned textbook. Participate in online group discussion 8. Student presentations Case Study 4 Due
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