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Upper Division General Education (UDGE) 4080 Capstone Course: Healthcare Management (3 Units)

Prerequisite: Admission to the Dental Hygiene completion program

Hours and Units Calculations:

48 hours lecture. 96 Outside of class hours. (144 Total Student Learning Hours) 3 Units

Catalog Description: This course is designed to provide Dental Hygienists' the foundations and resources necessary to become effective leaders and efficient managers in dental health care. Students will analyze and reflect on personal leadership styles and management skills needed to manage resources in health care organizations. Emphasis on development of capstone project proposal and implementation plan, including project description, assessment tools, project goals and objective and activities.

Type of Class/Course: Degree Credit

Representative Texts:

Buchbinder, Sharon B., et al. *Introduction to Health Care Management*, 4th ed., Jones and Bartlett, 2021.

Interprofessional Education Collaborative Expert Panel. *Core Competencies for Interprofessional Collaborative Practice: Report of an Expert Panel*. Interprofessional Education Collaborative, 2016 update. https://www.aacom.org/docs/default-source/insideome/ccrpt05-10-11.pdf?sfvrsn=77937f97_2

Additional Required Materials: Various Online Resources including,

Buchbinder, S.B., Shanks, N.H., Kite, B.J. (2021) *Introduction to Health Care Management*, Fourth Edition. Jones and Bartlett, ISBN: 9781284156560

Interprofessional Education Collaborative Expert Panel (2011), *Core Competencies for Interprofessional Collaborative Practice: Report of an Expert Panel*, Washington, D.C.,

Interprofessional Education Collaborative [<http://www.aacn.nche.edu/education-resources/ipcreport.pdf>]

Course Objectives:

By the end of the course, a successful student will be able to:

1. Compare and contrast organizational behavior and management styles
2. Examine financing health care and health insurance
3. Consider and implement legislation affecting the workplace

Course Scope and Content:

- Unit I An Overview of Health Care Management
- A. Leadership versus Management
 - a. Leadership and leadership styles

- b. Management and management styles
- B. Management and Motivation
 - a. techniques

Unit II Organizational Behavior and Management Thinking

- A. Strategic Planning
- B. Health Care Marketing
- C. Quality and Performance Improvement Basics

Unit III Management Considerations for Health Information Systems and Technologies

- A. Financing Health Care
- B. Health Insurance
- C. Managing Costs and Revenues

Unit IV Leadership Considerations for Managing Health Care Professionals

- A. Strategic Management of Human Resources
- B. Teamwork

Unit V Health Care Regulation and Compliance

- A. Law and Ethics
- B. Addressing Health Disparities: Cultural Proficiency
- C. Special Topics and emerging issues in Health Care management

Learning Activities Required Outside of Class

The students in the class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

1. Read from relevant textbooks, peer-reviewed journals, and current periodicals, approximately 50-100 pages per week
2. Capstone project
3. Reading Assignment: read an 8-10 page section on interprofessional collaborative practice in a panel report.

Methods of Instruction

1. Lecture
2. Discussion
3. Cooperative learning exercises
4. Individual and collaborative activities
5. Research and writing assignments

Methods of Evaluation

1. Weekly participation in Discussions
2. Written assignments
3. Capstone project
4. Reflective Journaling

Supplemental Data:

<u>TOP Code:</u>	<u>124020: Dental Hygienist</u>
<u>SAM Priority Code:</u>	<u>B: Advanced Occupational</u>
<u>Distance Education:</u>	<u>Not Applicable</u>
<u>Funding Agency:</u>	<u>Y: Not Applicable(funds not used)</u>
<u>Program Status:</u>	<u>1: Program Applicable</u>
<u>Noncredit Category:</u>	<u>Y: Not Applicable, Credit Course</u>
<u>Special Class Status:</u>	<u>N: Course is not a special class</u>
<u>Basic Skills Status:</u>	<u>N: Course is not a basic skills course</u>
<u>Prior to College Level:</u>	<u>Y: Not applicable</u>
<u>Cooperative Work Experience:</u>	<u>N: Is not part of a cooperative work experience education program</u>
<u>Eligible for Credit by Exam:</u>	<u>NO</u>
<u>Eligible for Pass/No Pass:</u>	<u>NO</u>
<u>Taft College General Education:</u>	<u>NONE</u>
<u>Discipline:</u>	<u>Dental Technology or Business</u>