

**MASTERS OF HEALTH ADMINISTRATION PROGRAM
DEPARTMENT OF HEALTH POLICY AND MANAGEMENT
SCHOOL OF MEDICINE
UNIVERSITY OF KANSAS MEDICAL CENTER**

**Health Systems (HP&M 810)
Fall 2005**

Instructor:

**Ellen Averett, Ph.D., MHSA
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Office hours by appointment**

Time and place:

**Mondays 7:10-10:00pm
1015 Orr Major**

Course Description:

This survey course provides an introduction to the U.S. health care system and gives students a foundation of factual knowledge, concepts, and vocabulary requisite for subsequent courses in the Masters of Health Services Administration curriculum. We will examine the components and characteristics of the U.S. health care system and explore current issues confronting the system.

Course Objectives:

- To gain factual knowledge and acquire vocabulary pertaining to health services delivery in the United States.
- To acquire historical perspective on the development of the U.S. health care system.
- To describe and understand the components of the U.S. health care system, as well as how they interact.
- To apply concepts from the social sciences to understand the structure and function of health care.
- To gain an understanding of the criteria that can be used to evaluate health care systems.
- To acquire and enhance skills in gathering and presenting information about the U.S. health care system.

Methods:

We will use a variety of methods, such as reading, class discussions, field experiences, lectures, and examinations to accomplish course objectives. We will communicate through KUMC email and Blackboard. Students will be asked to set up a Blackboard account as a means to obtain lecture material, discuss readings and current events, etc.

General Expectations:

- **Preparation:** This course is designed to be highly participatory, which requires that we all come to class prepared. There is a significant amount of reading for this course. Please read the assigned materials before coming to class so that you are prepared to discuss. The instructor reserves the right to have unscheduled pop quizzes over the reading material.
- **Ownership:** This class is yours and your contributions to it will greatly enhance the course for everyone. You are invited to question your instructor and classmates in a thoughtful and professional manner that is conducive to group learning.
- **Professional Conduct and Academic Misconduct:** All relevant policies regarding academic integrity apply in this course. Academic integrity is based on mutual respect and trust between and among faculty and students. Any actions that breach this trust undermine the educational process. Students have a duty to act ethically, and not to engage in academic misconduct. At the University of Kansas, "Academic misconduct by a student shall include, but not be limited to, disruption of classes, giving or receiving of unauthorized aid on examinations or in the preparation of notebooks, themes, reports or other assignments, knowingly misrepresenting the source of any academic work, falsification of research results, plagiarizing of another's work, violation of regulations or ethical codes for the treatment of human and animal subjects, or otherwise acting dishonestly in research." If you are unsure about an activity, please ask.
- **Writing:** The ability to write clearly and concisely is tremendously important for health care executives. Review the Department of Health Policy and Management's *Writing Guidelines*, posted on this course's Blackboard site. Written work should be free from misspellings, typos and major grammatical errors. Work that is not clearly organized and reasonably well written may be returned for a re-write.
- **Accommodation for Students with Disabilities:** Any student who, because of a disability, needs an accommodation to complete the course requirements should contact me to discuss class requirements and accommodations. You may also contact the ADA/504 Coordinator (913-588-7813, TDD 913-588-7963).
- **Office Hours:** Office hours are by appointment. Students are encouraged to meet with me for questions, comments, or concerns about the course. Email is the best way to contact me outside of class.

Course Materials:

This four-credit class involves a significant amount of reading. There are two texts required for the class. Together, these books give you a historical/theoretical perspective on the US health system as well as a detailed factual basis upon which to understand the health care system. Please read assigned readings before class.

- Starr, Paul (1982). ***The Social Transformation of American Medicine***. Basic Books, New York.
- Shi and Singh (2004). ***Delivering Health Care in America: A Systems Approach***. Third Edition. Jones and Bartlett, Massachusetts

You are also required to stay current on national and local health care system issues and events. We will be discussing these in class and you may be asked to comment upon them on the midterm and final exams. You can stay current in a number of ways, including:

- Scanning a national newspaper and reading the health system related articles each day. I suggest either the New York Times or the Washington Post (both are available free online at www.nytimes.com and www.washingtonpost.com). These articles tend to be in the front sections or the business sections.
- Reviewing American Healthline each day at www.nationaljournal.com (user name=189910, password=journal)
- Subscribing to the Kaiser Daily Report at www.kff.org. A daily report can be sent directly to your e-mail account outlining the latest health related news.

Additional readings may be assigned and will be made available to you through Blackboard.

Course Requirements and Evaluation:

Students will be evaluated on the following:

Class Contribution.....	25 points
Facilitated Discussion of Current Issues.....	25 points
Course project.....	50 points
Midterm Examination.....	50 points
Final Examination.....	50 points
TOTAL	200 POINTS

Grade equivalents are as follows:

A = 180-200 points (90%-100%)

B = 160-179 points (80%-89%)

C = 140-159 points (70%-79%)

F = 139 points or below (< 70%)

1. **Class Contribution**: Students will be graded on both participation and attendance. Appropriate participation in class means coming to class prepared, voicing your opinions and comments thoughtfully, being respectful of your classmates' opinions, listening to others and allowing them the opportunity to participate. Inappropriate participation includes silence, lack of preparation, and disruptive behavior. You are expected to attend all scheduled classes. If you must miss a class, please contact me prior to the missed class. You will be responsible for obtaining lecture notes for any missed classes from Blackboard or from your classmates. Unexcused absences may result in points being deducted from your grade. (25 points maximum)
2. **Facilitated Discussion of Current Issues**: Each student will be assigned to facilitate a brief 8-10 minute class discussion regarding a health related current event. Depending upon the size of the class, students may team up to facilitate these discussions. Every class will include such a facilitated discussion. Student facilitators will prepare a brief outline and guide the class discussion about the current event and its implications for the larger health care system. Each student facilitator should have at least three thoughtful questions prepared in order to promote class discussion. Students will turn in their outline and questions at the end of the presentation. Content of your presentation is worth 15 points; your professionalism and style of presentation/facilitation is worth 10 points. (25 points maximum)
3. **Course Project**: The health care sector is one of the largest employers in the United States, incorporating many kinds of personnel all of whom play important roles in delivering health care services. Understanding the training and functions of these workers is a critical element in being a successful manager within the health care system. To learn more about personnel in the US health care system, students will choose from one of two options for their class project:
 - **"Shift Shadowing"**: From a list I will provide, students will sign up to shadow an individual working in the health care system for a day or a shift. Some organizations or individuals may require the

shadowing experience to be shorter multiple visits rather than a whole day or shift. Students are responsible for contacting and making arrangements with the individual they will shadow.

- Executive Interview: Students will identify a health executive position in which they are potentially interested in pursuing as a career. Students will then contact an executive THAT THEY DO NOT KNOW who is currently working in that position and conduct an informational interview.

Written Summary: Students will write a concise 2-3 page summary describing their experience. The summary should include: (1) information about the education, training, licensure, and/or certification needed for the position; (2) a description of the individual's role in the organization (a job description may be helpful); (3) a general description of what you observed during your shift, or learned during your interview; (4) a description of current challenges for this worker (which may involve a description of challenges for the worker's institution); and (5) a description of ways individuals working in this position can impact the health care system. Please review and abide by Health Policy and Management's writing guidelines.

Oral Presentation: Students will give a 5-7 minute presentation on what they learned in their shadowing experience or interview. The five areas addressed in the written summary should be addressed in the oral presentation as well. However, please do not read your written summary to the class.

There are two deadlines for this class project. On **September 26th** your project proposal is due. The proposal will identify the shift-shadowing or interview experience you intend to pursue. On **November 21st** your written summary is due and you should be prepared to give your oral presentation. (50 points maximum)

4. Examinations: Exams may include essay, short answer, multiple choice, and fill-in-the-blank questions. The mid-term exam will be closed-book, in-class and will take place on **Oct. 10th**. It will cover course material through that date. Students will have 75 minutes to complete the exam. (50 points maximum) The final examination will cover material from the last half of class and is scheduled for **Dec. 5th**. This will also be a closed-book, in-class, 75 minute examination. (50 points maximum)

Course Calendar

Date	#	Agenda	Topics and Assignments
All Semester			Daily readings on relevant health issues are assumed as part of the weekly reading assignments
Aug. 22	1	Introduction	Welcome and class overview Guest: Whitney Davison-Turley, Librarian, Dykes Library Film: Health Care Crisis: Who's at risk?
Aug. 29	2	System Foundations ----- Culture of US Health Care	Shi and Singh, Chapters 1 & 2 Starr, pages 3-9, 30-78 Review ACHE Code of Ethics at http://www.ache.org/ABT_ACHE/code.cfm Guest Lecturer: Maureen Dudgeon, M.D., F.A.C.P., Associate Dean for Strategic Initiatives, Associate Professor of Internal Medicine, Kansas City University of Medicine and Biosciences
Sept. 5		LABOR DAY: No Class	
Sept. 12	3	 Health Services Professionals ----- Health Care Technology	Shi and Singh, Chapters 4 & 5 Starr, pages 79-144, 9-29 Guest Lecturer: Deb Clements, MD, FAAFP Associate Program Director, Associate Professor, KUMC Department of Family Medicine Guest Lecturer: Timothy McNamara, MD, MPH; Medical Director, Center for Healthcare Informatics at KUMC; Chief Medical Officer, HealthGate Data Corp; President, Applied Informatics, LLC
Sept. 19	4	Financing & Reimbursement ----- Medicare & Medicaid	Shi and Singh, Chapter 6 Guest Lecturer: Robert Lee, Ph.D., Associate Professor and Program Director, Department of Health Policy and Management Guest Lecturer: Michael H. Fox, Sc.D., Associate Professor and Interim Chair, Department of Health Policy & Management

Date	#	Agenda	Topics and Assignments
Sept. 26	5	Managed Care	<p>Shi and Singh, Chapter 9 Starr, pages 145-179, 180-197 Project proposal due</p> <p>Guest Lecturer: Bob Bonney, JD, MHSA, Senior Vice President, St. Luke's Health System</p>
Oct. 3	6	Primary Care ----- HIPAA	<p>Shi and Singh, Chapter 7</p> <p>Guest Lecturer: Karla Finnell, JD, MPH, Executive Director Kansas Association for the Medically Underserved</p> <p>Guest Lecturer: Tom Field, MEd, MHSA, Manager, HIPAA Privacy Compliance and Compliance Outreach & Education, KUMC</p>
Oct. 10	7	MIDTERM	
Oct. 17	8	Long Term Care ----- Alternative Medicine	<p>Shi and Singh, Chapter 10</p> <p>Film: Frontline: The Alternative Fix</p>
Oct. 24	9	Acute Care	<p>Shi and Singh, Chapter 8 Starr, pages 198-289</p> <p>Guest Lecturer: Carla Braxton, MD, MBA, Assistant Professor, Dept. of Surgery and Dept. of Health Policy and Management</p>
Oct. 31	10	Health Care for Special Populations	<p>Shi and Singh, Chapter 11 Starr, pages 290-378</p> <p>MHSA program feedback with Dr. Lee</p>
Nov. 7	11	Cost, Access, & Quality	<p>Shi and Singh, Chapter 12</p> <p>Guest Lecturer: Alan Huxman, LCSW, MHSA, CPHQ Quality Resource Analyst, Saint Luke's Hospital of Kansas City</p>

Date	#	Agenda	Topics and Assignments
Nov. 14	12	Health Policy	<p>Shi and Singh, Chapter 13 Starr, pages 379-449</p> <p>Guest Lecturer: David Adkins, JD, Vice Chancellor for External Affairs KUMC</p>
Nov. 21	13	<p>Future of Health Services Delivery</p> <p>Student Presentations</p>	<p>Shi and Singh, Chapter 14</p> <p>Students to present their course project.</p>
Nov. 28	14	Student Presentations	Students to present their course project.
Dec. 5	15	FINAL	