

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 not be used to purchase course materials.

COURSE SYLLABUS

BUSI 691

HEALTHCARE ADMINISTRATION CAPSTONE

COURSE DESCRIPTION

This capstone course for all healthcare administration majors seeks to integrate the concepts, techniques, and knowledge of all areas of healthcare administration. Its focus is strategic management, which is studied in theory and then rigorously applied. This course is designed for final semester seniors.

RATIONALE

A major component of the healthcare administration program is the capstone course that requires students to apply what they have learned throughout the curriculum. The overall objective of the capstone course is to enable students to build upon their theoretical preparation. Students, working collaboratively as they would in an organization, will enhance their leadership skills and systematic problem/issue analysis skills, etc. through direct participation in case analysis and other focused experiences.

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, PowerPoint, 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 the healthcare manager's role in strategic planning.
- B. Synthesize the knowledge gained from life experience and previous graduate Healthcare Administration curriculum.
- C. Demonstrate knowledge of the functions of marketing, accounting, financial analysis, human resource management, strategic management, and operations management, and how these individual activities work together to optimize the healthcare organization's performance through the creation of a strategic plan.
- D. Synthesize and articulate an optimal and ethical strategic plan founded upon Christian principles.
- E. Generate effective team management skills to produce team goals, strategies, and performance measures.

V. COURSE REQUIREMENTS AND ASSIGNMENTS

- A. Textbook readings and lecture 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 (4)

Discussion boards are collaborative learning experiences, therefore the student will be assigned to a group for this course. Each group is required to provide a thread in response to the provided prompt for each forum. Each thread must be at least 600 words and demonstrate course-related knowledge. In addition to the thread, each group is required to reply to 2 other groups' threads. Each reply must be at least 200 words. Each group will discuss the prompt within the Discussion Forum, but only one group member will post the threads and replies from his/her group. Each thread and reply must include a biblical integration and at least 2 peer-reviewed source citations in current APA format in addition to the text.

- D. Group Assurance of Learning Exercises (3)

The student will read each respective case from the Walston text. Each student will be assigned to a group and will collectively respond to the case questions. The group will demonstrate their ability to diagnose strategic issues, evaluate alternative solutions, and recommend actionable plans. Each group's analysis must be 3–5 pages and supported by at least 3 peer-reviewed sources cited in current APA format.

E. Peer Evaluations (3)

After each Group Assurance of Learning Exercise (3), each student will evaluate the contributions of his/her group members using the provided Peer Evaluation Form. Each student will also be evaluated by his/her fellow group members.

F. Individual Assurance of Learning Exercise

The student will read “The Struggle of a Safety Net Hospital” case in the Walston *Strategic Healthcare Management: Planning and Execution* text. The student will individually respond to the case questions in a 3–5 page paper. The student’s analysis must be supported by at least 3 peer-reviewed sources cited in current APA format.

G. Competitive Market Benchmark Analysis Exercise

The student will complete this assignment in correlation with the Individual Assurance of Learning Exercise. The student will answer questions relating to his/her industry or field of study. Current APA formatting must be used.

VI. COURSE GRADING AND POLICIES

A. Points

| | |
|---|-------------|
| Course Requirements Checklist | 10 |
| Discussion Board Forums (4 at 100 pts. ea) | 400 |
| Group Assurance of Learning Exercises (3 at 100 pts ea) | 300 |
| Peer Evaluations (3 at 50 pts ea) | 150 |
| Individual Assurance of Learning Exercise | 100 |
| Competitive Market Benchmark Analysis Exercise | 50 |
| 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.

F. 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 691

Textbook: Walston, *Strategic Healthcare Management* (2014).

| MODULE/ WEEK | READING & STUDY | ASSIGNMENTS | POINTS |
|-------------------------|-------------------------------|--|---------------------|
| 1 | Walston chs. 1–2 1 website | Course Requirements Checklist Class Introductions Graduate Level Business Program Assessment DB Forum 1 | 10 0 0 100 |
| 2 | Walston chs. 3–5 | Group Assurance of Learning Exercise 1 Peer Evaluation 1 | 100 50 |
| 3 | Walston ch. 6 | Group Assurance of Learning Exercise 2 Peer Evaluation 2 | 100 50 |
| 4 | Walston chs. 7–9 | DB Forum 2 | 100 |
| 5 | Walston chs. 10–11 | Individual Assurance of Learning Exercise Competitive Market Benchmark Analysis Exercise | 100 50 |
| 6 | Walston ch 12 1 website | DB Forum 3 | 100 |
| 7 | Walston chs. 13–14 | Group Assurance of Learning Exercise 3 Peer Evaluation 3 | 100 50 |
| 8 | Walston ch 15 | DB Forum 4 | 100 |
| 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**.