

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

NURS 523

FINANCIAL AND RESOURCE MANAGEMENT FOR NURSE LEADERS

COURSE DESCRIPTION

The course focuses on financial and resource management for the nurse leader. The course provides students the skills and knowledge to perform a variety of functions related to financial and resource management including budgetary functions such as operating, expense, revenue, capital, and performance budgets, planning, controlling, management of costs associated with staff/skill mix, and cost analysis. Key concepts such as strategic management, reimbursement and payor mix, forecasting economic and marketing factors are explored for decision making. Students will be required to perform financial and budgeting operations and spread sheet analysis using Microsoft® Excel.

RATIONALE

This course provides the financial and resource management skills and knowledge required for nursing administrators to operate health care systems in today's changing economic climate. The course meets the standards of graduate-level nursing education articulated by the American Association of Colleges of Nursing (AACN) and the American Nurses Association's Scope and Standards for Nursing Administration.

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. RECOMMENDED RESOURCES – OPTIONAL

American Psychological Association. *Publication manual of the American Psychological Association* (Current ed.). Washington, DC: Author.

Jones, C. B., Kovner, C. T., Finkler, S. A., & Mose, J. (2019). *Financial management for nurse managers and executives*. St. Louis, MO: Elsevier.*

*Note: This option is available as a paperback if the student desires to purchase a physical copy of the required text.

IV. ADDITIONAL MATERIALS FOR LEARNING

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)

- C. Blackboard [recommended browsers](#)
- D. Microsoft Word

V. MEASURABLE LEARNING OUTCOMES

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

- A. Describe the United States (U.S.) health care system and the role of key health care system stakeholders.
- B. Analyze cost, revenue, and expense data related to financial operations for the health care unit/division and organization.
- C. Evaluate methods such as forecasting used for the development of capital and operating budgets for nursing/health care services.
- D. Discuss key issues impacting decision making in health care resource management such as strategic planning and program budgeting.
- E. Analyze costs and other issues related to recruiting and retaining staff through performance budgeting.
- F. Define key advantages of cost-benefit and cost-effectiveness analysis.
- G. Examine the intricate relationships among health care financing, costs, and quality of care.
- H. Discuss legal and ethical considerations in resource management from a Christian worldview.

VI. 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 (3)

Discussion boards are collaborative learning experiences. Therefore, the student is required to submit a thread in response to the provided prompt for each forum. Each thread must be at least 500 words, demonstrate course-related knowledge, and cite at least 2 scholarly sources published within the last 5 years. In addition to the thread, the student is required to reply to 2 classmates' threads. Each reply must be at least 250 words and cite at least 1 scholarly source published within the last 5 years. All posts must follow current APA format and include a reference list. All threads must also include a title formatted as it would be in a formal paper.

D. Financial Exercises (3)

The student will respond to a series of questions specific to finance and its role in nurse administration. The student may use the textbook and scholarly texts and articles published within the last 5 years to complete each exercise. Any citations from the textbook or other sources must follow current APA format. Each Financial Exercise must include a title page and a reference page in current APA format.

E. Resource Management Paper

The student will develop a 10–15-page paper on an aspect of resource management of his or her choice. This assignment will be submitted in 3 parts. Each part of the assignment must follow current APA format.

1. Annotated Bibliography

The student will submit an annotated bibliography related to finance and resource management. This bibliography must include 7–10 annotated peer-reviewed references published within the last 5 years.

2. Outline

The student will complete a comprehensive outline that provides a well-developed framework for the paper while being clear and concise.

3. Final Draft

The student will write a 10–15-page paper. This paper must include a title page, an abstract, an introduction, a body with proper headings, recommendations, conclusions, and a reference page. The paper must include 7–10 scholarly references published within the last 5 years. The title page, abstract, and reference page are not included in the length requirement.

F. Question Set

The student will answer a set of 8 questions that are reflective and applicative to resource management. The student may use the textbook and scholarly texts and articles published within the last 5 years to complete the Question Set. Any citations from the textbook or other sources must follow current APA format. Each Question Set must include a title page and a reference page in current APA format.

G. Reading Quiz

This quiz will cover the reading and study material for the assigned module/week. This quiz will be open-book/open-notes, contain 10 multiple-choice and true/false questions, and have a 1-hour time limit.

VII. COURSE GRADING AND POLICIES

A. Points

Course Requirements Checklist		10
Discussion Board Forums	(3 at 75 pts ea)	225
Financial Exercises	(3 at 100 pts ea)	300
Resource Management Paper		
Annotated Bibliography		50
Outline		50
Final Draft		200
Question Set		100
Reading Quiz		75
	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 D+ = 740–759 D = 700–739
 D- = 680–699 F = 0–679

C. Academic Misconduct

Academic misconduct is strictly prohibited. See the [Graduate Catalog](#) for specific definitions, penalties, and processes for reporting.

D. Disability Assistance

Students with a documented disability may contact Liberty University Online’s Office of Disability Accommodation Support (ODAS) at LUOODAS@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.

If you have a complaint related to disability discrimination or an accommodation that was not provided, you may contact ODAS or the Office of Equity and Compliance by phone at (434) 592-4999 or by email at equityandcompliance@liberty.edu. Click to see a full copy of Liberty’s [Discrimination, Harassment, and Sexual Misconduct Policy](#) or the [Student Disability Grievance Policy and Procedures](#).

COURSE SCHEDULE

NURS 523

Textbook: Jones et al., *Financial Management for Nurse Managers and Executives* (2019).

MODULE/ WEEK	READING & STUDY	ASSIGNMENTS	POINTS
1	Jones et al.: chs. 2–5 1 presentation	Course Requirements Checklist Class Introductions Reading Quiz	10 0 75
2	Jones et al.: chs. 6–7 1 presentation	DB Forum 1	75
3	Jones et al.: chs. 8–9 1 presentation	DB Forum 2 Financial Exercise 1	75 100
4	Jones et al.: chs. 10–13 1 presentation	Financial Exercise 2	100
5	Jones et al: chs. 14–17 1 presentation	RMP – Annotated Bibliography Financial Exercise 3	50 100
6	Jones et al: chs. 18–19 1 presentation	Question Set RMP – Outline	100 50
7	Jones et al: ch. 20 1 presentation	DB Forum 3	75
8	Jones et al: chs. 21–22 1 presentation	RMP – Final Draft	200
TOTAL			1010

DB = Discussion Board

RMP = Resource Management Paper

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**.