

GOVERNORS STATE UNIVERSITY
COLLEGE OF HEALTH PROFESSIONS
Division of Health Administration

SYLLABUS

COURSE TITLE: HEALTH CARE ORGANIZATION
COURSE NUMBER: HLAD 325
CREDIT HOURS: 3 Hours
INSTRUCTOR: James L. Massey, Jr.
(312) 534-5000, x2521
OFFICE HOURS: Monday, 10:00 TO 12:30 P.M.
Thursday, 5:00 to 7:30 P.M.
Room F2107
If you are unable to call during office hours, kindly
leave your name and a daytime telephone number.
TRIMESTER OFFERED: Fall 1987



CATALOG DESCRIPTION:

Provides an understanding of how health care is organized in the United States and the way it is provided to consumers.

PREREQUISITES: None

RATIONALE:

This course is designed to enable students to obtain an understanding of health care in the United States: how it is organized, how it is delivered, the factors affecting it, and available career paths. The course contains basic knowledge necessary for advanced course work in health services administration, allied health sciences, or nursing.

INTENDED AUDIENCE:

For undergraduate students in Health Administration, Allied Health Sciences, Nursing, Medical Technology, Alcoholism Science or continuing education programs. Health Care Organization is also designed for anyone in the field needing a basic understanding of health care, as well as for consumers of health care services.

COURSE COMPETENCIES:

After completion of this course, the student should be able to:

1. Compare the four systems of health care in the United States and develop an understanding of the roles these systems play in U.S. health care.

2. Demonstrate an understanding of the delivery of health care within these systems by examining the range of health care facilities, key practitioners and some of the treatment modalities that are available within this context.
3. Examine the factors contributing to the high cost of health care and identify cost-containment strategies for the future.
4. Examine the major factors that affect the health care industry, such as legal issues, politics, government regulations and the increasing consumer involvement in health care issues.
5. Identify career paths available to the health care manager.
6. Discuss some of the interpersonal skills that facilitate the management and delivery of health services.

INSTRUCTIONAL ACTIVITIES:

This is a self-instructional course. The components include a textbook, a student study guide, and twenty-four (24) half-hour video-taped programs.

Student Study Guide: The guide integrates information in the textbook and the video-taped programs. It is a key component of the course containing:

- learning objectives
- assignment and study sequence
- key words and concepts
- special readings
- self tests and answers

Broadcast Schedule: Students can view the video-taped programs at the following libraries during library hours:

GOVERNORS STATE UNIVERSITY
DEMPSTER DEVELOPMENT CENTER
FORT SHERIDAN EDUCATION CENTER

Also, see television viewing packet for cable schedule.

ORIENTATION/INTRODUCTION/EXAM SESSIONS:

GENERAL ORIENTATION: Orientation is recommended and will introduce you to the process of viewing the telecourse programs. Packets of information concerning the course will be distributed at this time. The course instructor will meet with you to discuss the syllabus and answer questions concerning the course.

ORIENTATION DATE: Saturday, August 29, 1987 at 9:30 A.M.
Monday, August 31, 1987 at 7:00 P.M.

LOCATION: Orientations will be held at Governors State University, University Park, IL. 534-5000, ext. 2575

EXAMINATION SCHEDULE: A mid-term and a final examination will be given in October/November. A final examination will be given in December. In order to receive a grade for the course, you must take both exams. If you wish to receive a grade in the mail, bring a self-addressed, stamped envelope to the instructor when you take the exams.

Examinations will be given at Governors State University, University Park, IL.

SOUTH SECTION: Governors State University, University Park, IL
MID-TERM EXAM
Friday, October 23, 1987
7:30-10:20 P.M.
Saturday, November 1, 1987
10:00 A.M. - 12:00 Noon
Room number will be posted at the MAIN ENTRANCE to the University.

FINAL EXAM
Friday, December 11, 1987
7:30-10:20 pm
Saturday, December 12, 1987
10:00 A.M. - 12:00 Noon
Room number will be posted at the MAIN ENTRANCE to the University

NOTE: Please bring a #2 pencil to the exams.

WEST LOCATION: Dempster Development Center, 420 West Dempster, Mt. Prospect, IL. 439-7550

The mid-term exam will be given during the week of October 20-24.

The final exam will be given during the week of December 1-5.

EVALUATION: The mid-term and final examinations will carry equal weight. Grades will be determined as follows:

A - 90%-100%

B - 80%- 89%

C - 70%- 79%

D - 60%-69%

Failure - less than 60%

I - Incomplete grade

EXAMINATION CONTENT:

Both examinations will consist of multiple choice and true/false questions based on the lesson objectives.

The mid-term exam will cover UNITS I and II. The final exam will cover 20% of UNITS 1, and II, plus UNITS III, IV and V.

TOPICAL OUTLINE/COURSE CONTENT:

Lessons in the Course are as follows:

UNIT I - HEALTH CARE SYSTEMS

1. INTRODUCTION
2. MILITARY SYSTEM
3. VETERANS ADMINISTRATION SYSTEM
4. PRIVATE PRACTICE SYSTEM
5. LOCAL GOVERNMENT SYSTEM

UNIT II - HEALTH CARE DELIVERY

6. HOSPITALS: ORGANIZATION
7. HOSPITALS: FINANCE
8. ALCOHOLISM CENTERS, NURSING HOMES, PHYSICIANS
9. ALCOHOLISM CENTERS, NURSING HOMES
10. SURGICAL CENTERS, EMERGENCY CARE CENTERS
11. HEALTH MAINTENANCE ORGANIZATIONS
12. MENTAL HEALTH
13. ACUPUNCTURE, NUTRITION CENTERS, CHIROPRACTIC
14. HOLISTIC HEALTH

UNIT III - THE FINANCING OF HEALTH CARE

15. COST OF HEALTH CARE
16. THIRD-PARTY REIMBURSEMENT

UNIT IV - FACTORS AFFECTING HEALTH CARE

17. LEGAL ASPECTS
18. CONSUMER AWARENESS
19. POLITICS, LOBBIES
20. PLANNING, REGULATIONS
21. DETERMINANTS OF HEALTH

UNIT V - HEALTH CARE MANAGEMENT

22. CAREERS
23. RELATIONSHIPS AND RESPONSIBILITIES

UPDATE 1987