

PH 6320

PRINCIPLES OF HEALTH POLICY & MANAGEMENT

SPRING 2022



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Office Hours: MWF from 9 – 10 AM and virtual by appointment

Course Information

Course Description

This course prepares students for administrative or policy positions in governmental programs, voluntary health organizations, or in other health service organizations. It supports effectiveness of public health and health services professionals by providing knowledge of health organizations, services and associated policy issues; and introduces the U.S. health system and healthcare management areas with an emphasis on policy topics.

Course Credits

3-0-0

Prerequisite and Co-requisite Courses

None

Prerequisite Skills

Background knowledge of public health and the many disciplines within it. Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the Health Science Professions. Computer access requirements are further delineated in the Graduate Handbook. Tutorials for ASU Library and for Blackboard are available through RamPort. The ASU Graduate Student Handbook should be reviewed before taking this course.

Student Learning Outcomes

Upon completion of this course, students will be able to:

1. Summarize federal legislation governing medical care including GINA, EMTALA, and Stark Law.
2. Explain patient protection policies and regulation and their evolution over time.
3. Investigate healthcare financing and payment methods, health reform efforts, and the role of policymakers.
4. Appraise methods to measure healthcare quality and safety.
5. Distinguish between the eligibility, coverage, and funding of Medicare, Medicaid, and CHIP.
6. Evaluate the impact of the issues faced by the uninsured and underinsured population in the United States.
7. Distinguish between patient rights and responsibilities and provider rights and responsibilities.
8. Defend the principles of medical ethics and justify how to deal with ethical issues.

Course Delivery

This is an online course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at [ASU's Blackboard Learning Management System](#).

Required Texts and Materials

Health Policy Management: A Case Study Approach, 6th Edition (2020)

Ellison & Clack. Jones & Bartlett Learning.

ISBN 13: 978-1284154276

Technology Requirements

- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam

Technical Assistance

If you have any technical problems associated with the test (i.e. webcam problems, lock down browser problems) you should contact the IT Department. The IT Service Department is open M-F from 8-5 and the number is (325) 942-2911. If you call any time after 5 pm or on the weekend, most likely you will not be able to get assistance until the following weekday, so please plan accordingly.

Topic Outline

Section I – Introduction to Health Policy Management

- The Basics of the Policymaking Process
- Federal Legislation Governing Medical Care
- Patient Protection Policies and Regulations

Section II – Understanding the US Healthcare Delivery System

- Healthcare Financing and Payment Methods
- Healthcare Quality and Safety
- Health Insurance and Reimbursement Methods

Section III – Government-Funded Programs

- Medicare
- Medicaid
- Children's Health Insurance Program

Section IV – Access to Care

- The Uninsured and Underinsured Population in the United States
- Social Determinants of Health
- Individual Rights

Section V – Critical Issues in Health Policy

- Medical Ethics and Healthcare Professionals
- The Changing Dynamics of Health Policy and the Healthcare Delivery System

Communication

Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

Written communication via email: All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line, a salutation in the body and sign your email with your full name.

Virtual communication: Office hours and/or advising may be done with the assistance of the telephone, Collaborate, Skype, etc.

Grading

Course grades will be determined as indicated in the table below.

Assessment	Points of Total Grade
Discussion Boards (5 x 50 points each)	250
Quizzes (14 x 20 points each)	280
Reflective Journals (4 x 20 points each)	80
Final Exam	140
Total	750

Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

A = 675.00-750 points

B = 600.00-674.99 points

C = 525.00-599.99 points

Teaching Strategies

Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (beyond the materials and lectures presented in the course) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

Assignment and Activity Descriptions

Final Exam: Access to the Final Exam will be through Respondus Lockdown Browser and will be video recorded via Respondus Monitor [See Other Required Materials for a list of needed equipment]. It will be timed at no more than 120 minutes. Use of any assistance or other electronic device is prohibited. A thorough environmental scan is necessary to ensure adherence. Cheating on an exam will result in failure of the course. Leaving the room during an exam should not occur.

Material for the exam will come from textbook readings, materials posted in Blackboard and posted slides. Makeup exams are contingent on the presentation of a valid excuse according to

the student's manual and University regulations. Late fees for makeup exams will be as required by the testing center. Always make sure you have allowed enough time to take the test before the center closes.

Readings: You are responsible for the material covered in the book. Please note that the week's readings are specified in the class pacing schedule posted on Blackboard. In addition to these readings, the instructor may assign supplemental readings throughout the semester. These supplemental readings do not appear on the schedule, as these readings will be assigned at the instructor's discretion.

Quizzes: Weekly online quizzes will be given throughout the semester and will require that you read and respond to material in the textbook as well as revisit topics covered in class modules. Access to quizzes will be through Respondus™ Lockdown Browser [see Other Required Materials for a list of needed equipment] via Blackboard. Students may use written materials as well as their textbook; however, use of another electronic device is prohibited. Instructional videos and more information regarding Respondus Monitor can be found under the Respondus Monitor Help tab in your Blackboard course.

Discussion Boards: There will be five discussion board assignments. Discussion boards provide an avenue for synthesis of material / information. A Discussion Board is provided in this course as a way to help students process course materials, express thoughts, and engage the opinions and ideas of others in a healthy and productive learning environment. Students are expected to respond to all discussion board assessments using the "Discussion Board Rubric" (included at the end of this syllabus) to support individual answers to the assigned questions throughout this course. Primary postings should be 1-2 pages and cited in proper APA format. Two peer responses must be completed for each discussion board and should be 1-2 paragraphs each.

Reflective Journals: There will be four reflective journals completed. Reflective journaling enhances critical thinking skills and encourages students to achieve deeper levels of learning. In this course, students will have access to a private journal only shared with the instructor. They will be given the opportunity to reflect on assigned case studies to link course material with their experiences. The type of reflection used for these journals will be *reflection in/on action* which focuses on learning as it is happening and past experiences. Journals should be no longer than 1 page in length.

Writing Center

The mission of the [Writing Center](#) is to help all students become better writers and readers. The Writing Center is a peer tutoring service where students help students. It is staffed by specially selected and trained graduate assistants and peer tutors who offer one-on-one conferences about writing and reading. The Writing Center serves all ASU undergraduate and graduate students. They work with students from any discipline, at any skill level, and on any stage of the writing or reading process.

The Writing Center tutors also provide feedback on scholarship, job, or graduate school applications. You can send writing questions via email to the Writing Center by completing and submitting the electronic draft submission cover sheet. In addition, email your paper as an attachment to writingcenter@angelo.edu. A tutor will respond to your questions and comment on your draft within 48 hours.

You must properly cite any work that is not completely your own. It is understood that you will build on the ideas of others through research, reading, and collaboration, but failure to acknowledge the scholarship of others is plagiarism and an honor code violation. It is also understood that you should use direct quotes sparingly. In this course, we would like you to use the Publication Manual of the American Psychological Association, Sixth Edition.

A good resource is [Purdue's University OWL Lab](#). These OWL resources will help you learn how to use the American Psychological Association (APA) citation and format style. This section contains resources on in-text citation and the References page, as well as APA sample papers, slide presentations, and the APA classroom poster: [APA 7th](#).

Note on Wikipedia

You can use Wikipedia as a starting point for your research; however, it should not be used as a primary reference. Please use the online health science curated resources such as [Pubmed](#).

Assignment Submission

All assignments MUST be submitted through the Assignments link in the Blackboard site. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at jay.brown@angelo.edu and attach a copy of what you are trying to submit. **Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue.** This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

Late Work or Missed Assignments Policy

Due to the nature of assignments, no late/make-up assignments will be accepted nor will be allowed without prior approval from the instructor. The instructor will determine if a student will be allowed to make up the assignment in the rare cases of excused absences (documented medical emergencies or documented death in the family).

General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)¹
- [Angelo State University Catalog](#)²

Academic Integrity

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university's [Statement of Academic Integrity](#).³

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the [Student Disability Services website](#).⁴ The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

¹ <https://www.angelo.edu/student-handbook/>

² <https://www.angelo.edu/catalogs/>

³ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

⁴ <https://www.angelo.edu/services/disability-services/>

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#)⁵ for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)⁶ in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the [ASU Writing Center](#).⁷

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#)⁸ for more information.

Copyright Policy

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

Syllabus Changes

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of

⁵ <https://www.angelo.edu/content/files/14197-op-1011-grading-procedures>

⁶ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

⁷ https://www.angelo.edu/dept/writing_center/academic_honesty.php

⁸ <https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of>

such changes by email, course announcements and/or via a discussion board announcement. It is the student's responsibility to look for such communications about the course on a daily basis.

Title IX at Angelo State University

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form

Face to face: Mayer Administration Building, Room 210

Phone: 325-942-2022

Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: www.angelo.edu/title-ix.

Grading Rubrics

See **My Grades** and select **View** rubric for Discussion Board assignments inside of the course's Blackboard LMS course.

Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences.

Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

End of Syllabus