

Montgomery County Community College
HCP 140
Introduction to Healthcare Administration
3-3-0

COURSE DESCRIPTION:

This introductory course provides a broad overview of healthcare administration. Topics covered include the major components of the health delivery system, and the roles and responsibilities of health care professionals. It will explore the impact of technology, finance, law, ethics, and leadership on the administration of health care services and examine emerging issues and trends impacting the health care industry.

REQUISITE(S):Previous Courses

ESL 011 ESL Basic Writing or ENG 011 Basic Writing or ENG 010A Basic Writing
REA 011 Fundamentals of College Reading or ESL/ REA 017 Vocabulary & Reading
Comprehension Development II

Concurrent Course Requirements

None

| LEARNING OUTCOMES: Upon successful completion of this course, the student will be able to: | Learning Activities | Evaluation Methods |
|---|--|------------------------------|
| 1. Describe the major components of the health care delivery system. | Lecture Multimedia Demonstrations Oral Report Small Group Projects Written Assignment Research Resources Class Discussions | Exams Quizzes Projects |
| 2. Define the functions, roles and responsibilities of health care professionals. | Lecture Multimedia Demonstrations Oral Report Small Group Projects Written Assignment Research Resources Class Discussions | Exams Quizzes Projects |
| 3. Describe the impact of technology, marketing and finance on the provision and delivery of healthcare services. | Lecture Multimedia Demonstrations Oral Report Small Group Projects Written Assignment Research Resources Class Discussions | Exams Quizzes Projects |

| LEARNING OUTCOMES: Upon successful completion of this course, the student will be able to: | Learning Activities | Evaluation Methods |
|--|--|------------------------------|
| 4. Explain the concepts of communication, leadership, and cultural competency and discuss their impact on the healthcare industry. | Lecture Multimedia Demonstrations Oral Report Small Group Projects Written Assignment Research Resources Class Discussions | Exams Quizzes Projects |
| 5. Discuss emerging issues and trends in healthcare administration. | Lecture Multimedia Demonstrations Oral Report Small Group Projects Written Assignment Research Resources Class Discussions | Exams Quizzes Projects |

At the conclusion of each semester/session, assessment of the learning outcomes will be completed by course faculty using the listed evaluation method(s). Aggregated results will be submitted to the Associate Vice President of Academic Affairs. The benchmark for each learning outcome is that *70% of students will meet or exceed outcome criteria.*

SEQUENCE OF TOPICS:

- Introduction to Health Care Administration
- Healthcare Providers and Professionals
- Technology and the Health Care Industry
- Finance and the Health Care Industry
- Ethical and Legal Concerns
- Communication and Professionalism
- Leadership and Motivation
- Introducing Cultural Competency
- Emerging Issues and Trends in Healthcare Administration

LEARNING MATERIALS:

Nguyen, Jaime, MD. Introduction to Health Services Administration. St. Louis: Elsevier 2018.

Other learning materials may be required and made available directly to the student and/or via the College's Libraries and/or course management system.

COURSE APPROVAL:

Prepared by: Kathleen Schreiner
Provost or designee Compliance Verification:

Date: 11/7/2019
Date: 2/26/2020



This course is consistent with Montgomery County Community College's mission. It was developed, approved and will be delivered in full compliance with the policies and procedures established by the College.