

Course Syllabus
Healthcare Finance
PADM 563/3 Credit Hours
Fall 2016
M 7:00 – 9:30 pm
Dane Smith Hall Room 134

Day and Time: Mondays, 7:00 – 9:30 pm
Instructor: Kelly Byram, MS, MBA
Office Hours: By appointment

Location: Dane Smith Hall Room 134
E-Mail: jkbyram@unm.edu

COURSE DESCRIPTION

Healthcare Finance helps students develop an understanding of the managerial aspects of financial analysis in healthcare organizations. It explores the concepts, principles, and applications of financial management and decision-making in modern hospital and healthcare organizations.

COURSE MATERIAL

Required Course Texts:

1. Louis C. Gapenski and George H. Pink (2015) *Understanding Healthcare Financial Management*, Seventh Edition. Health Administration Press. ISBN: 978-1-56793-706-0
2. Louis C. Gapenski and George H. Pink (2014) *Cases in Healthcare Finance*, Fifth Edition, Health Administration Press. ISBN: 978-1-56793-611-7

GRADING SCALE

A+: 99 – 100%
A: 93 – 98%
A-: 90 – 92%
B+: 87 – 89%
B: 83 – 86%
B-: 80 – 82%
C+: 75 – 79%
C: 70 – 74%
C-: 65 – 69%
Fail: Below 65%

ATTENDANCE POLICY

Regular and punctual attendance is required. UNM Pathfinder policies apply, which in part means instructor drops based on non-attendance are possible. This policy applies regardless of the grading option you have chosen.

ACCOMMODATION STATEMENT

Accessibility Services (Mesa Vista Hall 2021, 277-3506) provides academic support to students who have disabilities. If you think you need alternative accessible formats for undertaking and completing coursework, you should contact this service right away to assure your needs are met in a timely manner. If you need local assistance in contacting Accessibility Services, see the Bachelor and Graduate Programs office.

ACADEMIC INTEGRITY

The University of New Mexico believes that academic honesty is a foundation principle for personal and academic development. All University policies regarding academic honesty apply to this course. Academic dishonesty includes, but is not limited to, cheating or copying, plagiarism (claiming credit for the words or works of another from any type of source such as print, Internet or electronic database, or failing to cite the source), fabricating information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. The University's full statement on academic honesty and the consequences for failure to comply is available in the college catalog and in the Pathfinder.

CELL PHONES AND TECHNOLOGY

As a matter of courtesy, please turn off cell phones for the duration of the class.

LIBRARY AND TUTORIAL SERVICES

UNM-Main campus provides many library services and some tutorial services for distance students. For library services, go to <http://www.unm.edu/libraries/> to link to a specific library or to contact a librarian. For tutorial services, go to <http://caps.unm.edu/onlineto> to explore UNM's online services.

COURSE REQUIREMENTS

We will use Excel in this class. While knowledge of Excel is not a prerequisite, basic knowledge of Excel will be helpful (we will build from there).

Your grade will be based on quizzes, mini case study assignments, two exams (one mid-term, one final), and a group case study presentation. All of these requirements are designed to develop your understanding of the finance key concepts and analytical tools that you will need and use as a healthcare administrator.

Quizzes and mini case study assignments: Mini case studies will be assigned throughout the semester, while quizzes will be unannounced ("pop"). These quizzes and assignments are designed to assure students keep pace with the materials, since the concepts in this class very quickly build upon each other as the semester progresses. Together, quizzes and mini case study assignments account for 25% of the final grade.

Exams: There will be two exams. The exams are designed to assess your understanding of the key concepts in healthcare finance and your ability to analyze and to apply tools to solve problems. The final exam will cover the entirety of the semester, with a focus on the material that will be covered after the first exam. The first exam and final exam will each account for 25% of the course grade.

Case study: You will work in teams to bring the skills and knowledge developed during the semester to bear on a case study presentation to the class in the last class meeting. We will discuss this assignment more at the beginning of the term. The case study will account for 25% of the course grade.

To summarize:

- Quizzes and mini case study assignments: 25%
- Mid-term examination: 25%
- Final examination: 25%
- Case study presentation: 25%

COURSE SCHEDULE*

Reading and assignments should be completed for the session to which they are assigned.

Date	Topics & Activities
22 Aug	Course Introduction, The Healthcare Environment Text: Chapters 1, 2, and 3
29 Aug	Time Value of Money Text: Chapters 4 and 5
05 Sept	Labor Day – No Class Meeting
12 Sept	Debt Financing Text: Chapter 6 Casebook: Read #14, “Pacific Healthcare (A)” Assignment: Mini Case Study (to be assigned)
19 Sept	Equity Financing Text: Chapter 7 Casebook: Read #15, “Pacific Healthcare (B)”
26 Sept	Lease Financing, Review for Exam 1 Text: Chapter 8 Assignment: Mini Case Study (to be assigned)
03 Oct	Cost of Capital Text: Chapter 9 Exam 1
10 Oct	Capital Structure Text: Chapter 10 Casebook: Read #19 RN Temps
17 Oct	Capital Budgeting, Presentation Skills Text: Chapter 11 Assignment: Mini Case Study (to be assigned)
24 Oct	Project Risk Analysis Text: Chapter 12 Casebook: Read #20 Coral Ban Hospital
31 Oct	Financial Condition Analysis Text: Chapter 13 Assignment: Mini Case Study (to be assigned)
07 Nov	Financial Forecasting Text: Chapter 14 Casebook: Read #29 Clarinda Community Hospital Assignment: Mini Case Study (to be assigned)
14 Nov	Revenue Cycle and Current Accounts Management Text: Chapter 15
21 Nov	Business Combinations and Valuation Text: Chapter 16 Assignment: Mini Case Study (to be assigned)
28 Nov	Finance Case Project In-class Work Time/Review for Final Examination
05 Dec	Finance Case Presentations, Review for Final Examination, and Course Evaluation

*The schedule is subject to change.