

## **HOSPITAL & CLINIC ADMINISTRATION**

**PADM 590 - UNM SCHOOL OF PUBLIC ADMINISTRATION**

**SATURDAYS, 12:00 PM - 2:30 PM (DSH 132)**

**SATURDAY, JANUARY 17 – SATURDAY, MAY 9, 2015**

**RONALD R. ALDRICH, MBA, LFACHE (ADJUNCT PROFESSOR)**

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**OFFICE HOURS *BY APPOINTMENT* ON SATURDAY MORNING**

**DANE SMITH HALL - CENTER COURT**

### **ACCREDITATION CRITERIA**

**III.B.5 Operations Assessment and Improvement**

**III.B.6 Management of Human Resources and Health  
Professionals**

**III.B.9 Governance Structure Roles, Responsibilities and  
Alignment to Leadership**

**III.B.10 Leadership Visioning, Change Management and Team  
Development**

### **COURSE DESCRIPTION**

**This course is designed for future leaders of health care organizations. The course provides students with the knowledge about how the best HCO's deliver high quality cost effective healthcare.**

## **REQUIRED TEXT BOOK**

**White, K.R. and Griffith, J.R. (2010) THE WELL MANAGED HEALTHCARE ORGANIZATION. 7<sup>Th</sup> Edition, Health Administration Press: Chicago.**

## **COURSE OBJECTIVES**

- 1) Identify and evaluate the functions, structure and performance of health care organizations.**
- 2) Analyze and design organizational processes that support quality improvement and patient satisfaction.**
- 3) Evaluate and understand governance functions and the appropriate relationship with management and medical staff.**
- 4) Understand cultural and strategic leadership and how to lead organizational change.**
- 5) Be prepared to assume a position of leadership in a health care organization and to improve your leadership capabilities.**

## **COURSE EXECTATIONS**

**Graduate students in the School of Public Administration are presumed to be adult learners who are taking PADM 590 to improve their leadership capability for management roles. Students are expected to regularly attend class, actively participate and contribute to a positive learning experience. Reading of assigned materials will be critical for success.**

## **GRADING SYSTEM**

**Final grades for the PADM 590 Course will be based on class participation, mid-term and final exams. Participation and mid-term exam will each be valued at 25% and the final exam will be valued at 50%. Participation will be based both on class attendance and engagement. If unusual home or work circumstances cause you to miss class, please E-Mail Ron Aldrich with an explanation and watch the class on VOD. Exams will be essay questions which will provide the student the opportunity to demonstrate both learning and the integration of knowledge.**

## **CLASS SCHEDULE & READING ASSIGNMENTS**

**Saturday, January 17, 2015, High Performing Health Care Organizations & Cultural Leadership, WMHO - Chapters 1 & 2**

**Saturday, January 24, 2015, Operational Leadership, WMHO – Chapter 3**

**Saturday, January 31, 2015, Strategic Leadership – Governance, WMHO – Chapter 4**

**Saturday, February 7, 2015, Foundations of Clinical Performance, WMHO – Chapter 5**

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**Saturday, February 14, 2015, Nursing Organization and Patient Quality, WMHO – Chapter 7 – Guest Speaker, Melissa Cole, BSN, MSW, FACHE**

**Saturday, February 21, 2015, Physician Organization – WMHO-Chapter 6**

**Saturday, February 28, 2015, Clinical Support Services – WMHO – Chapter 8**

**Saturday, March 7, 2015, Knowledge Management, WMHO, Chapter 10**

**Saturday, March 14, 2015, Spring Break – UNM Holiday**

**Saturday, March 21, 2015, Community & Population Health, WMHO – Chapter 9 & Santa Fe Community Needs**

**Assessment, Guest Speaker, Kathy Armijo-Etre, Ph.D., Class to be conducted at Santa Fe Higher Education Center**

**Saturday, March 28, 2015, Mid-Term Exam Review & Case Presentation & Discussion**

**Saturday, April 4, 2015, Human Resource Management, WHMO – Chapter 11**

**Saturday, April 11, 2015, Environment of Care, WHMO – Chapter 12**

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**Saturday, April 18, 2015, Financial Management, WMHO –  
Chapter 13**

**Saturday, April 25, 2015, Internal Consulting, WMHO –  
Chapter 14**

**Saturday, May 2, 2015, Marketing & Strategy, WMHO –  
Chapter 15**

**Saturday, May 9, 2015, Final Exam Review and Discussion of  
Learning – Student Feedback on Course Evaluation**