

## **PADM 563 SYLLABUS**

**Course Title:** Health Care Finance

**Course Number:** PADM 563

**Course Credits:** 3

**Instructor:** Kelly O'Donnell PhD

**Email:** kodonnell@unm.edu

**Office Hours and Location:** By Appointment

**Phone:** 505-659-5702

**Class Meeting Day:** Wednesday

**Class Time:** 4-6:30 pm

**Class Location / Room:** Dane Smith Hall #132

**Term / Semester:** Spring 2018

### **Course Description**

This course is designed for future leaders of New Mexico health care organizations. Students will come to understand the basic theory and practice of health care financial management and appreciate the distinct challenges of providing high-quality, fiscally sustainable care in New Mexico's unique health care environment.

### **Course Objectives**

- 1) Identify and evaluate the functions structure and role of financial management in public and private health care organizations.
- 2) Understand the drivers of health care costs, the role of social factors, and New Mexico's unique health care environment.
- 3) Analyze and understand financial strategies that enable effective financial performance, cost control and management of risk.
- 4) Evaluate and understand the roles of governance, administration, and financial management roles in the financial oversight of health care organizations.
- 5) Understand financial management theory and concepts.

### **Accreditation Criteria**

- . III.B.13 Economic Analysis and Application to Decisions
- . III.B.15 Financial Analysis and Management

## **Text and Materials**

Gapenski, Louis C., and Pink, George H. (2015) Understanding Healthcare Financial Management, Seventh Edition, Health Administration Press, Chicago, ISBN 978-156793-706-0

Gapenski. Public Health Finance Tutorials. Public Health Finance Bootcamp.  
<http://www.publichealthfinance.org/training-and-education/2875>

Excel

## **Course Requirements:**

Midterm Exam – multiple choice and short answer

Final Exam -- multiple choice and short answer

One 5 to 8 page paper, APA style

10-minute oral presentation

## **Grading**

Midterm Exam	30%
Final Exam	30%
Paper	30%
Presentation	10%

**Final grades will be based on the sum of all possible course points as noted above.**

<b><u>Percentage of available points</u></b>	<b><u>Grade</u></b>
90 – 100	A
80 - 89	B
70 - 79	C
60 - 69	D
< 60	F

## **Course Schedule**

<b>Date</b>	<b>Topic and Readings</b>
1/17/18	1. <i>Introduction to Healthcare Financial Management</i> Gapenski, 7 <sup>th</sup> Edition, Chapter 1
1/24/18	2. <i>Financing Public Health Services</i> Gapenski. <i>Public Health Finance Tutorials 1 - Financing Public Health Services</i>
1/31/18	3. <i>Health Insurance</i> Gapenski, 7 <sup>th</sup> Edition, Chapter 2
2/7/18	4. <i>Payments to Providers</i> Gapenski, 7 <sup>th</sup> Edition, Chapter 3
2/14/18	6. <i>Population Health</i> TBD
2/21/18	7. <i>Estimating Costs and Margins</i> Gapenski. <i>Public Health Finance Tutorials 2</i>
2/28/18	8. <i>Financial Planning and Budgeting</i> Gapenski. <i>Public Health Finance Tutorials 3</i>
3/7/18	Midterm
3/14/18	Spring Break
3/21/18	9. <i>Financial Evaluation of New Program Initiatives</i> Gapenski. <i>Public Health Finance Tutorials 4</i>
3/28/18	10. <i>Financial Reporting</i> Gapenski. <i>Public Health Finance Tutorials 5</i>
4/4/18	11. <i>Assessing Financial Performance</i> Gapenski. <i>Public Health Finance Tutorials 6</i>
4/11/18	12. <i>Time Value Analysis</i> Gapenski, 7 <sup>th</sup> Edition, Chapter 4
4/18/18	13. <i>Financial Risk and Required Return</i> Gapenski, 7 <sup>th</sup> Edition, Chapter 5
4/25/18	14. <i>Revenue Cycle and Current Accounts Management</i> Gapenski, 7 <sup>th</sup> Edition, Chapter 15
5/2/18	Final Exam

*The Schedule of Activities is subject to change. Minor changes will be announced in class, major ones provided in writing.*

### **Accommodation**

In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she are not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 for

additional information.

## **Title IX**

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see pg 15 - <http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity ([oeo.unm.edu](http://oeo.unm.edu)). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>

## **Academic Integrity**

Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet the standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.