

**Eastern Oregon University
Course Syllabus**

Number of Course: HCA 699

Name of Course: Healthcare Administration Capstone

Catalog Description:

The MHA capstone course will explore what it takes to manage a successful healthcare enterprise in today's global environment. Emphasis is placed on strategic decision making in a healthcare simulation with the integrated application of core concepts acquired in the MHA program. Students will analyze the effects of their decisions within and between functional areas of a healthcare enterprise and on overall performance. By regularly analyzing data, considering strategies and ethics, and reviewing iterative outcomes, students can improve the impact of their decisions allow them to apply healthcare knowledge and skills in a unique and innovative fashion.

Credit Hours: 3

Instructor: TBD

Time and place of the course: Online

Required Materials: Online simulation software program

Prerequisites: BA 502, BA 508, BA 511, MHA 500, MHA 503, MHA 505, MHA 506, MHA 507, MHA 512, MHA 513, & MHA 514.

Learning Outcomes:

Upon completion of the course the student will be able to:

1. Demonstrate an in-depth knowledge of quantitative principles in healthcare and the ability to make strategic decisions.
2. Communicate professionally in leading a healthcare enterprise.
3. Design solutions to complex healthcare-related problems/issues.
4. Evaluate the results of problem solving and strategic decisions.
5. Demonstrate socially responsible and ethical practices in a professional setting.
6. Apply leadership concepts and skills in a diverse healthcare setting.

Course Assessments

Data Analysis and simulated decisions (45% of grade)
Formative and Summative reflections (55% of grade)

Learning Outcomes:

1,3,4,5,6
1,2,3,4,5,6

Data Analysis and Simulation Decisions (45% of the grade): Students must make decisions appropriate to the data provided and the various internal and external situations presented in the simulation. At each decision point, students will document their rationale for the decisions

and the impacts of the decisions on key performance indicators (KPI's) in a professional style communication. These supporting statements will be assessed by course faculty.

Formative and Summative reflections (55% of the grade): Students will prepare formative and summative reflections related to their weekly activities in the simulation. Formative reflections will consist of a series of concise, professional style writing assignments which review and analyze the strategic decision making process utilized in their simulated business. Students will complete a summative reflection upon completion of the simulation. The summative reflection will focus on the overall process as it relates to the core concepts in the MBA and outcomes, identification and assessment of personal strengths and weakness, and identifying key professional and personal impressions of the experience.

Sample Outline of Course: The course utilizes an online business simulation developed and administered by the College of Business faculty. Students will engage in this simulation the last term (fall) of their MBA program. Students will self-direct themselves through the simulation with oversight and review of course faculty. Students will be required to meet specific milestones and outcomes of the simulation throughout the term (this will vary by simulation program) and will also be required to work in teams.

		Assessments	Outcome
Week 1-2	Introduction to Simulation Software Outcomes of the Course Objectives of the Simulation Group Work in the Simulation	Introduction Discussion on the Simulation Group Simulation Exercise Formative Reflection: Formal Business Memo Data Analysis	1-6
Week 3	Simulation Activities	Data Analysis Formative Reflection:	1-6
Week 4	Simulation Activities	Data Analysis Formative Reflection:	1-6
Week 5	Simulation Activities	Data Analysis Formative Reflection:	1-6
Week 6	Simulation Activities	Data Analysis Formative Reflection:	1-6
Week 7	Simulation Activities	Data Analysis Formative Reflection:	1-6
Week 8	Simulation Activities	Data Analysis Formative Reflection:	1-6
Week 9	Simulation Activities	Data Analysis Formative Reflection: F	1-6
Week 10	Simulation Activities	Data Analysis Formative Reflection o	1-6
Finals Week	Business Performance Assessment	Summative Reflection: Formal Business Report or Formal Presentation	1-6

Grading Policies:

A+: 98-100	A: 97-100	B+: 86-89	B-: 80-82	C: 73-75	D: 60-69
	A-: 90-92	B: 83-85	C+:76-79	C-: 70-72	F: <60

Course Conduct: Students are expected to conduct themselves in the course (e.g., on discussion boards, email postings, in-class, group work) in compliance with the university's regulations regarding civility. Students will be expected to treat all others with the same respect as they would want afforded themselves. Disrespectful behavior to others (such as harassing behavior, personal insults, and inappropriate language) or disruptive behaviors in the course is unacceptable and can result in sanctions as defined by Oregon Administrative Rules Division 015 Student Conduct Regulations.

Please also observe professional style communications in all of your emails and Discussion board posts.

Observation of "Netiquette": All of your online communications need to be composed with fairness, honesty and tact. Spelling and grammar are very important in an online courses. What you put into an online course reflects on your level of professionalism. Your grade can be affected if you do not observe these common courtesies and communicate in plain text English (that is, no abbreviations or "texting" language).

General Education Category and Outcomes: NA

University Writing Requirement Outcomes: NA

Writing Center Statements:

For on-campus courses

The Writing Center provides a place — physical or virtual — where every EOU writer can find an interested, responsive reader. Writing tutorials are free of charge for EOU's undergraduate and graduate students who are writing for any course at any level, or who are writing resumes, job letters, graduate applications, and more. Go to eou.mywconline.com to schedule an appointment in the Writing Center (Loso Hall 234).

For online or on-site courses

The Writing Center provides a place — physical or virtual — where every EOU writer can find an interested, responsive reader. Writing tutorials are free of charge for EOU students writing for any undergraduate course. Go to [EOU's eTutoring page](#) to submit a paper to a writing tutor.

For graduate courses

The Writing Center provides a place — physical or virtual — where every EOU writer can find an interested, responsive reader. Writing tutorials are free of charge for EOU students writing for

any graduate course. Go to [EOU's eTutoring page](#) to submit a paper to a writing tutor. Click on [Graduate Students How To](#) for information about tagging your submission.

Classroom Decorum:

- **Expectations:** Students are expected to conduct themselves in the course (e.g., on discussion boards, email postings, in-class, group work) in compliance with the university's regulations regarding civility. Students will be expected to treat all others with the same respect as they would want afforded themselves. Disrespectful behavior to others (such as harassing behavior, personal insults, and inappropriate language) or disruptive behaviors in the course is unacceptable and can result in sanctions as defined by Oregon Administrative Rules Division 015 Student Conduct Regulations.
 - Must observe professional style communications in all of your emails and Discussion board posts.
- **Observation of "Netiquette":** All of your online communications need to be composed with fairness, honesty and tact. Spelling and grammar are very important in an online course. What you put into an online course reflects on your level of professionalism. Your grade can be affected if you do not observe these common courtesies and communicate in plain text English (that is, no abbreviations or "texting" language).

Academic Misconduct Policy:

Eastern Oregon University places a high value upon the integrity of its student scholars. Any student found responsible for an act of academic misconduct (including but not limited to cheating, unauthorized collaboration, fabrication, facilitation, plagiarism or tampering) may be subject to having his or her grade reduced in the course in question, being placed on probation or suspended from the University, or a combination of these.

Accommodations/Students with Disabilities policy:

Any student who feels he or she may need an accommodation for any type of disability, must contact the Disability Services Office in Loso Hall, Room 234. Phone: 541-962-3081.

Syllabus Prepared By: Dr. Jorge Melendez

Date: 9/30/2021