New Course Request

Indiana University

South Bend Campus

Check Appropriate Boxes: Undergraduate credit [X] Graduate credit [ ] Professional credit [ ]

1. School/Division: BUSINESS & ECONOMICS
2. Academic Subject Code: BMS-M
3. Course Number: 352 (must be cleared with University Enrollment Services)
4. Instructor: Dr. D. SINGH
5. Course Title: Health Care Financial Management

Recommended Abbreviation (Optional) (Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Summer 2008
7. Credit Hours: Fixed at 3 or Variable from ______ to ______
8. Is this course to be graded S/F (only)? Yes [X] No
9. Is variable title approval being requested? Yes [X] No
10. Course description (not to exceed 50 words) for Bulletin publication: 

11. Lecture Contact Hours: Fixed at 2.5 per week or Variable from ______ to ______
12. Non-Lecture Contact Hours: Fixed at 0 or Variable from ______ to ______
13. Estimated enrollment: 20 of which 0 percent are expected to be graduate students.
14. Frequency of scheduling: Once a year Will this course be required for majors? Yes [FOR HEALTH CARE]
15. Justification for new course: New business concentration
16. Are the necessary reading materials currently available in the appropriate library? Yes
17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.
18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.
19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: [Signature]
Department Chairman/Division Director
Date 12/17/07

Approved by: [Signature]
Dean
Date 12/10/07

Dean of Graduate School (when required)

Chancellor/Vice-President

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 724

University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow;
Department/Division—Pink; University Enrollment Services Advance—White
Hi Susan,

As you may be aware, due to restructuring of SPEA, an undergraduate degree program, Health Care management, has been assigned to B&E for development and offering next fall. Initially it was assumed that course changes will be sufficient for this new program in B&E as we have planned to offer the program next fall. However, recently we have been told that we have to submit these on forms for new courses and get the approval of the Senate Curriculum Committee before posted for remonstrance. I was told you have scheduled your meeting on December 14th at 10:00 AM. Would you please let me know if that is correct. We are trying our best to get our course posted for remonstrance as we have already scheduled for the fall. The faculty members involved in the program are working on these forms and they should be ready soon. I need to get the approval of the B&E Curriculum Committee and the Dean’s signature for these forms. Would you please let me know when would be the latest that I can bring these to you so that the Committee can review them in this last meeting?

Thank you,

Asghar Sabbaghi

Asghar Sabbaghi, PhD
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BUS-H 320 Systems of Health Care Delivery (3 cr.) This course examines the foundations and historical precedents for the current health care system in the United States. It also covers the structures, processes, and policies for delivering health care services, and briefly reviews alternative systems used in other countries.

BUS-H 352 Health Care Financial Management (3 cr.) P: BUS-A 201, P: BUS-A 202. An introductory course that includes an overview of financial statements, costing of health care services, break-even analysis, pricing decisions, budgeting, cost control, and basic financial management concepts such as time value analysis and financial risk.

BUS-H 354 Economics of Health Care (3 cr.) P: BUS-E 103, BUS-E 104. This course acquaints students with the application of economic principles to the delivery of health care services. It examines the demand-side and supply-side characteristics of health care, the economics of private and public health insurance, and the economic perspectives of health care policy.

BUS-H 402 Hospital Organization and Management (3 cr.) P: BUS-H 320. An overview of the governance, organization, and operational management of major institutions of health care delivery. Topics such as performance measurement, quality and economy, and organized physician and nursing services are included.

BUS-H 411 Management of Long-term Care Facilities (3 cr.) This course covers the organization and management of long-term care facilities, with particular emphasis on skilled care nursing homes. Topics include community and client exchanges, the legal and regulatory environment, financing and reimbursement, clinical organization and processes of care delivery, and managing the organization.
H352 Health Care Financial Management  3 (U) Cr

Course Description
An introductory course that includes an overview of financial statements, costing of health care services, breakeven analysis, pricing decisions, budgeting, cost control, and basic financial management concepts such as time value analysis and financial risk.

Preparatory Courses
A201 (Introduction to Financial Accounting) is a prerequisite for this course. For students who earned a C or less in A201 are advised to take A202 before continuing with this course. Ideally, students would have also taken H320 before enrolling in this course.

Required Text

Course Objectives
1. Identify and analyze key financial information on financial statements.
2. Learn techniques for product/service costing
3. Study cost allocation techniques.
5. Make pricing decisions.
6. Develop a budget and perform variance analysis.
7. Perform time value analysis and make investment decisions.
8. Understand cash control and collection techniques.

Course Format: Class learning format includes lecture and in-class exercises. It is a hands-on course that requires the use of a calculator. Students must bring to each class session the textbook and a calculator. To help reinforce the concepts presented in class, homework will be assigned each week. The homework will not be collected for grading, but doing homework consistently is essential for understanding the materials. Although the use of Excel is recommended as a learning tool, it is critical that students are able to use a simple calculator to solve most finance problems encountered in this course.

Students should review assigned readings for each chapter. Class time will be used mostly for solving problems, hence it is important that students read the chapters before coming to class. Powerpoint lectures will be posted on Oncourse by 1:00 pm on the day of class. Homework for the following week will be posted by 5 pm on Wednesdays.

Student Performance and Determinants of Success
While the suggestions given here do not guarantee success, past experience shows that successful students follow these rules very seriously:
   Regular class attendance, including on-time attendance.
Concentration in class and working on in-class exercises.
Review of class materials at home. Working on homework problems. Diligent study for each exam.
It is important to realize that success in this course requires cumulative learning. In other words, materials learned in earlier sessions are critical for understanding materials covered later in the course. If earlier materials are missed, attempts to catch up later generally prove to be futile (and fatal!)

Attendance Policy
Regular attendance is expected, and the instructor will maintain a record of attendance. Habitual tardiness is disruptive, so students are expected to be in class on time. If you have to leave early for any reason, you should notify the instructor ahead of time.

Take-up Policy
As a general rule, there is no make up for any missed work. Make-up for term exams or the final exam may be permitted only under exceptional circumstances such as major illness or injury, or unexpected major events, such as death, affecting a student's immediate family. Appropriate documentation from a physician or funeral home will be required.
A student may request make-up on account of other personal circumstances, such as having to be out of town, provided arrangements are made with the instructor at least two weeks in advance, but any such requests for make-up will be limited to one exam during the semester.

Policy on a grade of Incomplete (I)
In Incomplete is not automatic. The student must specifically request it. There must be extraordinary circumstances (other than academic performance) preventing a student from completing the course during the semester. Supporting documentation for the extraordinary circumstances must be produced. The student must have completed at least 75% of the coursework with a passing grade. If a grade of "I" is approved, the instructor will provide the student in writing the requirements for completing the course. Pending work must be completed within the agreed upon timeframe, failing which an "I" grade will turn to an "F."

Withdrawal with a grade of "W"
The student is responsible for complying with the University's withdrawal policy. Contact the Registrar's office for further details. If a student does not officially withdraw from the course, a grade of F is recorded which cannot be reversed.

Classroom Conduct
Any activity or behavior that interferes with teaching or learning in this class will be cause for adverse action, such as suspension, dismissal, and/or a penalty on the final grade. Grade penalties can be severe, including a final grade of D- or F to be given at the sole discretion of the instructor.

Every student must take personal responsibility for his or her own learning and ensure that he or she does not in any way interfere with other students' right to learn. Cell phones, beepers, etc. must be completely shut off before entering the classroom. "Oh, I forgot," etc. will not be accepted as an excuse. The penalty for a first-time offense is 10 points; it will double (0, 20, 40, 80, etc.) for each subsequent offense, and the above penalties will apply. The only exception made is for emergency personnel who are on call, provided the instructor has been notified in advance.

Academic Integrity
The Code of Student Rights, Responsibilities, and Conduct—Indiana University (available at http://www.iusb.edu/~stulife) is incorporated and made part of this syllabus. Misconduct, such as cheating, fabrication, plagiarism, interference, and any kind of disorderly conduct, will negatively affect a student's grade, and may also be subject to disciplinary action, including dismissal from the University.

Means of Contact
A student's IUSB e-mail address is the only official means for communicating with the student.

Special Needs
Students needing special accommodation (generally because of a disability) should contact Student Academic Support Services (Phone: 520 4479).
Rading

4 term exams (Exam 1 – 25 points; Exam 2 – 35 points; Exam 3 – 45 points; Exam 4 – 45 points) 150
Final exam (cumulative) 150

Cumulative scores will be converted to a percent to determine the final grade:
A = 90+; A- = 87-89; B+ = 83-86; B = 78-82; B- = 74-77; C+ = 70-73; C = 66-69; C- = 62-65; D+ = 58-61;
D = 54-57; F = <54

*Whatever points a student earns on the above exams will determine the final grade. There are no special deals available to
anyone. The only fair way is to treat all students alike.

COURSE SCHEDULE*

1. Aug 28  Introduction
   The financial environment
   Ch 1 (pp. 6-13)  Ch 2 (pp. 26-45)

2. Sep 4  Working with the income statement
   Ch 3 (pp. 53-54; 62-65; 67-77)

3. Sep 11  EXAM 1 The balance sheet

4. Sep 18  The cash flow statement
   Cost concepts and cost allocation
   Ch 4 (pp. 87-101)

5. Sep 25  More on cost allocation
   Ch 5 (pp. 121-128)

6. Oct 2  EXAM 2 Service costing
   No reading

7. Oct 9  More on service costing
   No reading

8. Oct 16  Cost-Volume-Profit analysis
   Ch 5 (pp. 128-150)

9. Oct 23  EXAM 3 Pricing decisions
   Ch 6 (pp. 157-174)

10. Oct 30  Budgeting
   Ch 7 (pp. 187-193)

11. Nov 6  More on budgeting
   No reading

12. Nov 13  EXAM 4 Variance analysis
   Ch 8 (pp. 231-234)

13. Nov 20  Time value analysis
   Ch 9 (entire chapter)

14. Nov 27  Risk and return
   Ch 10 (pp. 287-293)

15. Dec 4  Review (questions from students)
   Ch 8 (pp. 219-223; 228-230)

Dec 11  FINAL EXAM - 5:30 to 7:30 pm

*Note: The course schedule is tentative. The instructor reserves the right to make any needed changes.