New Course Request

Indiana University

South Bend Campus

Check Appropriate Boxes: Undergraduate credit ☐ Graduate credit ☑ Professional credit ☐

1. School/Division College of Arts & Sciences 2. Academic Subject Code POLS

3. Course Number 506 (must be cleared with University Registrar) 4. Instructor D. Singh

5. Course Title Politics of Health Care Finance

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

6. First time this course is to be offered (Semester/Year): FALL 2009

7. Credit Hours: Fixed at 3 or Variable from to

8. Is this course to be graded S-F (only)? Yes ☐ No ☒

9. Is variable title approval being requested? Yes ☐ No ☒

10. Course description (not to exceed 50 words) for Bulletin publication: Designed to discuss financial planning and analysis in managerial control and decision making in various types of health care organizations.

11. Lecture Contact Hours: Fixed at 3 or Variable from to

12. Non-Lecture Contact Hours: Fixed at 0 or Variable from to

13. Estimated enrollment: 25 of which 10 percent are expected to be graduate students.

14. Frequency of scheduling: annual Will this course be required for majors? Yes ☐

15. Justification for new course: This replaces the existing 509 in the MPA program. Change due to USB SPEA restructuring.

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. No

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

[Signature]

Dean of Graduate School (when required)

Date

Approved by:

[Signature]

Dean/Asst. Dean CURS

Date

[Signature]

Chancellor/Vice-President

Date

[Signature]

University Registrar

Date

After School/Division approval, forward the last copy (without attachments) to the University Registrar for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.
POLS- Y506 Politics of Health Care Finance- 3 credits

Fall 2009  Wed 5:30 - 8:00 p.m.  NS039

Instructor: Douglas A. Singh, Ph.D.  2213 Wiekamp Hall    Phone: 520 4171
E-mail: dsingh@iusb.edu (please note that Oncourse is not an accepted method of communication for this course)
Office hours: Tuesdays 3:00 - 4:30 p.m., Thursdays 2:00 – 3:30, or at other times by prior arrangement

Course Description
The course is designed to cover financial planning, and financial analysis for managerial control and decision-making in various types of health care organizations. The course specifically focuses on analytical techniques used for addressing financial issues.

Preparatory Courses
Although no specific preparatory courses have been designated in the MPA program, computational skills and the ability to do basic algebra are necessary for success 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 Excel may be used 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.

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.

Make-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)**
An 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 course work 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. All 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 of 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 (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](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).

**Grading**
- 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
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 29  Introduction
     The financial environment
     Ch 1 (pp. 6-13)
     Ch 2 (pp. 26-45)

2. Sep 5  Working with the income statement
     Ch 3 (pp. 53-54; 62-65; 67-77)

3. Sep 12  EXAM 1  The balance sheet
     Ch 4 (pp. 87-101)

4. Sep 19  The cash flow statement
     Cost concepts and cost allocation
     Ch 3 (pp. 78-79)
     Ch 4 (pp. 102-106)
     Ch 5 (pp. 121-128)

5. Sep 26  More on cost allocation
     Ch 6 (pp. 157-174)

6. Oct 3  EXAM 2  Service costing
     No reading

7. Oct 10  More on service costing
     No reading

8. Oct 17  Cost-Volume-Profit analysis
     Ch 5 (pp. 128-150)

9. Oct 24  EXAM 3  Pricing decisions
     Ch 7 (pp. 187-193)

10. Oct 31  Budgeting
     Ch 8 (pp. 219-223; 228-230)

11. Nov 7  More on budgeting
     No reading

12. Nov 14  EXAM 4  Variance analysis
     Ch 8 (pp. 231-234)

13. Nov 28  Time value analysis
     Ch 9 (entire chapter)

14. Dec 5  Risk and return
     Ch 10 (pp. 287-293)

Dec 12  FINAL EXAM  - 5:30 to 7:30 pm

Note: The instructor reserves the right to make any needed changes in this syllabus.