Course Description: Overview, developmental summary of the American health care system and its driving forces. Major elements of the healthcare system; today’s major health policy issues in a historical, economic and political context. Letter grade only (A-F). (Lecture)

Course Outcomes, Competencies and Assessments: The Health Care Administration Department has adopted a competency-based curriculum, based on the American College of Health Care Executives (ACHE) Competencies Assessment Tool and the Healthcare Leadership Alliance (HLA) Competency Directory. As HCA 502 is one of the first courses that students majoring in Health Care Administration take, the emphasis is on acquiring competencies in HLA Domain 4, knowledge of the healthcare environment. Alignment of the expected outcomes and the ACHE and HLA competencies provides clear expectations and standards for students and instructors alike. Students will demonstrate a level of proficiency in each of the expected outcomes through the course assignments as indicated in the following table.

<table>
<thead>
<tr>
<th>Learning Objective</th>
<th>Domain</th>
<th>Competency</th>
<th>Activity (A1), Assignment (A2) or Assessment (A3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe the organization, administration and financing of the U.S. health care delivery system and the principal California health care programs and administering agencies</td>
<td>4- Knowledge of the healthcare system</td>
<td>• Role of non-clinical professionals in the healthcare system&lt;br&gt;• Organization and delivery of healthcare&lt;br&gt;• Funding and payment mechanisms of the hc system&lt;br&gt;• The interrelationships among access, quality, cost, resource allocation, accountability and community&lt;br&gt;• Governmental, regulatory, professional and accreditation agencies&lt;br&gt;• Educational funding for healthcare personnel&lt;br&gt;• Nursing, physicians, and allied health professionals’ roles and practice&lt;br&gt;• Managed care models, structures and environment&lt;br&gt;• Socioeconomic environment in which the organization functions</td>
<td>A1-Class discussions&lt;br&gt;A3-Midterm, final exams</td>
</tr>
<tr>
<td>Name the major historical events that shaped the U.S.</td>
<td>4- Knowledge of the</td>
<td>• Interaction and integration among healthcare sectors</td>
<td>A1-Class discussions</td>
</tr>
<tr>
<td>Learning Objective</td>
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</tbody>
</table>
| health care system | healthcare system | • Workforce issues  
• Healthcare technological research and advancements | A3-Midterm, final exams |

**Articulate the key elements of health policy formation and the policy making process**

| 4- Knowledge of the healthcare system | • Legislative issues and advocacy  
• The patient perspective  
• Workforce issues  
• Interaction and integration among healthcare sectors | A2-Health policy issue report and presentation |

**Analyze major contemporary U.S. health care policy issues.**

| 4- Knowledge of the healthcare system | • Legislative issues and advocacy  
• The interrelationships among access, quality, cost, resource allocation, accountability and community  
• Funding and payment mechanisms of the health care system | A2-Health policy issue report and presentation; A2-Student-led discussions |

**Required texts (available for purchase and on reserve in Library)**


**Other required reading:**


**Highly recommended reference/reading:**


**Recommended reading:**


**Course lecture notes will be available on BeachBoard. Lectures will include extemporaneous information in addition to that in notes.**

**Other Requirements:** You must have an E-mail address and Internet access to participate in this course and access materials through the BeachBoard online courseware system. For BeachBoard, MyCSULB, or other computer problems, contact the CSULB Help Desk by phone at 562-985-4959, Email to helpdesk@csulb.edu or visit the web site at [www.helpdesk.csulb.edu](http://www.helpdesk.csulb.edu). You may seek in-person help at the Horne Center.
Student Assignments and Grading

1. Class Preparation and Participation, Discussion Leadership: The class format will be a limited lecture and interactive discussion of the assigned readings and web sites. **You are expected to have read the assigned readings and visited the web sites before the class session,** and to both answer questions and volunteer comments. Attendance alone will not secure the best participation grade, but absences will negatively affect your grade because you cannot participate if you do not attend class meetings. Seven percent (28 points) of your course grade will be determined by the quality and degree of your participation and contribution to our class discussions.

2. Healthcare Reform Policy Issue Report and Presentation: The March 2010 federal healthcare reform legislation, Public Law 111-148 and companion Public Law 11-152, will have significant and far-reaching effects on the nation’s health care system. Your major assignment for this course is to **select and study one aspect of the 2010 reform legislation and share your findings with your classmates.** You will find articles in recent issues of many of the health care journals listed in the bibliography, major urban/national newspapers (LA Times, NY Times, Washington Post, Wall Street Journal), the Internet (see policy web sites) and general interest magazines such as **Time, Newsweek, U.S. News and World Report, Business Week,** etc. The Kaiser Family Foundation website, [www.kff.org](http://www.kff.org), has a wealth of information on health reform, other major health policy issues, and the principal publicly funded health insurance programs. Full text of the enacted legislation is available at: [http://dpc.senate.gov/dpcdoc-sen_health_care_bill.cfm](http://dpc.senate.gov/dpcdoc-sen_health_care_bill.cfm).

   a. **Issue outline.** Submit a fairly detailed outline of your selected health policy issue. I will return it with comments the following week. Suggested format:
   - Introduction: Define the issue (can be in the form of a question)
   - Background and discussion
     - What was the problem this portion of legislation attempted to solve?
     - Key players and interest groups: Advocates, opponents, stakeholders,
     - People affected and how
   - If applicable, discuss the scope of the issue (local, state, national, international) and your focus (national or state)
   - Implementation issues and time line
   - Preliminary list of bibliographic research sources and a short statement of your research plan
   - Questions about your selected issue

   b. **Stakeholder interview protocol.** Submit a protocol with the questions you will asking during your stakeholder interview. Describe the intent of your questions. By stating the intent you will be able to clarify or re-phrase the question if your source is unclear.

   a. **Literature review.** Summarize the literature you have reviewed for your healthcare reform policy topic. List your print and electronic references using APA format—you should have at least 10 different sources for a passing (28/40 points or “C”) grade. For a very straightforward discussion of how to write a literature review, see: [http://www.ait.ac.th/education/LanguageCenter/ait-writing-services/guide-book/using-the-literature.html](http://www.ait.ac.th/education/LanguageCenter/ait-writing-services/guide-book/using-the-literature.html).

d. **Final health reform policy issue report – submit final paper via Turnitin.** MAXIMUM of 3,000 words (about 15 double-spaced spaced pages – does not include executive summary or references), **with a 1-page single spaced executive summary at the beginning.** This report is designed to serve as a sample of your research, writing and analytical abilities and for inclusion in a professional learning portfolio (see portfolio guidelines on BeachBoard). **Please follow APA 6th edition guidelines for text citations of printed and electronic references as well as for your literature review reference list.** Your final report should be a thorough but concise textual elaboration of your outline, with particular attention to:
   - **Archaeology of the problem.** Provide brief background and contextual information on the issue. How did it arise? How did it become a problem issue on the public agenda? Is this at its core a national or state issue?
   - **Stakeholder analysis.** Here, your objective is to understand the positions of the various interest groups. What groups, industries and organizations supported/opposed this part of the legislation and why? Discuss how they are affected, and what they stand to gain or lose. In addition to
investigating stakeholders’ published materials, you may also personally contact representatives of key interest groups or request information from an elected official. If the reform policy you are analyzing is occurring at the national level, discuss the policy’s impact on California.

- **Legislative summary and impact analysis.** Summarize the key provisions of the legislation. Analyze the proposed legislation in a thoughtful, objective manner. What will change? What will it cost and how will it be funded?

- **Implementation issues and timeline.** What are the challenges you or stakeholders note with respect to making the proposed legislation operational? When will the legislation become effective? What regulatory actions will occur at the federal and state level? How are stakeholders seeking to influence the administrative regulations?

- **Reflection and conclusion.**

Remember, at least one source should be primary data collected through a personal interview either in person or via email with a policy expert, professional in the field impact by the issue or a leader in an advocacy organization (stakeholder interview).

You may submit a draft of your report for review and comment (and, if requested, a preliminary grade) **2 weeks before the final paper is due.** If you are satisfied with your grade, you do not need to resubmit your paper.

e. **Oral presentation.** Students will make 10-15 minute presentations of the health policy reports during the last four weeks of class (time allowed depends on the number of students enrolled).

1. **Exams:** There will be a mid-term and a final exam. Most of the exam questions will be based on the textbook readings and lectures. The mid-term will cover the first six weeks of instruction, while the final will be cumulative, with emphasis on subsequent sessions. Students absent for scheduled presentations, mid-term or final exams must provide written third party documentation of unforeseen and unavoidable circumstances in order to be eligible to take a make-up exam. Disabled students who qualify for alternative testing arrangements, please advise the instructor and make arrangements well in advance of the exams. If you know you will be unable to attend a particular class, please provide advance notice.

2. **Grade Weights and Policies.** Assignments are due by 11:55 p.m. on the day class meets for the week. Submit via BeachBoard – not hard copy. You may email your assignment if you have any problems with BeachBoard submission. **Late assignments will be downgraded 10% for each calendar day they are late. NO ASSIGNMENTS ACCEPTED AFTER THE LAST DAY OF CLASS.**

<table>
<thead>
<tr>
<th>Course Assignments, Due Dates and Grade Weights</th>
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</thead>
<tbody>
<tr>
<td><strong>Item</strong></td>
</tr>
<tr>
<td>Health reform policy issue (HRPI) outline</td>
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<tr>
<td>Stakeholder interview protocol</td>
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<tr>
<td>HRPI literature review</td>
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<tr>
<td>HRPI report</td>
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<tr>
<td>HRPI presentations (individual)</td>
</tr>
<tr>
<td>Class Participation</td>
</tr>
<tr>
<td>Midterm: Material assigned Weeks 1-7</td>
</tr>
<tr>
<td>Final: Cumulative, emphasis on material assigned Weeks 9-14</td>
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<tr>
<td><strong>Total</strong></td>
</tr>
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</table>

Final course grade weights are: 360+ = A; 320-359 = B; 280-319 = C; 240-279 = D; <240 = F

5. **Cheating And Plagiarism.** Please be aware of and ensure that your behavior conforms to University Policy, as contained in the California State University, Long Beach Policy Statement 80-01: [http://www.csulb.edu/divisions/aa/grad_undergrad/senate/documents/policy/2008/02](http://www.csulb.edu/divisions/aa/grad_undergrad/senate/documents/policy/2008/02). **Your final health policy issue reports will be screened for plagiarism using the “TurnItIn” software system.**

Although the University catalog does not cover this aspect of plagiarism, please be aware that it is NOT acceptable to submit the same paper for two courses. If you want to write a paper on the same topic
If you are taking area for two different courses, you must submit two different papers. If I discover that you have submitted the same paper for another course, you will receive an “F” for your paper in this course.

3. Class Topic And Assignment Schedule—“B” = Barton; “L” = Longest

<table>
<thead>
<tr>
<th>Week # - Date</th>
<th>Topic</th>
<th>Assignments, Activities</th>
<th>Deliverable(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - Aug 30</td>
<td>Introduction, course overview; How to write a research paper; APA style</td>
<td>Discuss what you know and want to know about PPACA</td>
<td></td>
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<tr>
<td>2 - Sep 06</td>
<td>Health policy definition, form, process 2010 federal healthcare reform legislation</td>
<td>L Chapters 1, 2; PL 111-148 summary (KFF)</td>
<td></td>
</tr>
<tr>
<td>3 - Sep 13</td>
<td>Current key healthcare reform policy issues</td>
<td>PPACA discussion (contd.)</td>
<td>Health reform policy issue (HRPI) outline</td>
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<tr>
<td>4 - Sep 20</td>
<td>Policy implementation</td>
<td>L Chapters 5, 6</td>
<td></td>
</tr>
<tr>
<td>5 - Sep 27</td>
<td>Policy modification; US health care system overview</td>
<td>L Chapter 7; B Chapters 1, 2</td>
<td>Draft HRPI literature review &amp; stakeholder protocol (optional)</td>
</tr>
<tr>
<td>6 - Oct 04</td>
<td>Financing health services Practice mid-term (self-graded, no points)</td>
<td>B Chapter 7; L Appendices 1 and 2</td>
<td></td>
</tr>
<tr>
<td>7 - Oct 11</td>
<td>Public health insurance programs Private insurance &amp; managed care Midterm review</td>
<td>B Chapters 6, 19; L Appendices 1 and 2</td>
<td>HPI literature review &amp; stakeholder protocol</td>
</tr>
<tr>
<td>8 - Oct 18</td>
<td><strong>Midterm (material from weeks 1-7)</strong></td>
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<tr>
<td>9 - Oct 25</td>
<td>Ambulatory Health Care Services Health Care Professionals</td>
<td>B Chapters 8, 13</td>
<td></td>
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<tr>
<td>10 - Nov 01</td>
<td>Hospitals and Health Systems</td>
<td>B Chapter 9, 11</td>
<td>Draft HRPI report (optional)</td>
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<tr>
<td>11 - Nov 08</td>
<td><strong>No class meeting</strong></td>
<td>Refer to school calendar</td>
<td></td>
</tr>
<tr>
<td>12 - Nov 15</td>
<td>Long Term Care; Politics of Aging and Disability</td>
<td>B Chapters 15, 16, 17</td>
<td>Final HRPI report</td>
</tr>
<tr>
<td>13 - Nov 22</td>
<td>Quality of Care Ethical Issues</td>
<td>B Chapter 20</td>
<td></td>
</tr>
<tr>
<td>14 - Nov 29</td>
<td>Student HRPI presentations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 - Dec 06</td>
<td>Student HRPI presentations Final exam review</td>
<td></td>
<td>Deadline for all course assignments</td>
</tr>
<tr>
<td>16 - Dec 13</td>
<td><strong>Final Exam</strong></td>
<td></td>
<td>FREEDOM</td>
</tr>
</tbody>
</table>
7. **Pertinent Web Sites.** Just a few of many web sites with information pertinent to this course, by topic:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Web Sites</th>
</tr>
</thead>
</table>
| Health policy (national)                          | Department of Health and Human Services: [www.hhs.gov](http://www.hhs.gov)  
Medicare: [www.medicare.gov](http://www.medicare.gov)  
Office of Consumer Information and Insurance Oversight: [www.hhs.gov/ociio/index.html](http://www.hhs.gov/ociio/index.html)  
Kaiser Family Foundation: [www.kff.org](http://www.kff.org)  
Center for Health Improvement: [www.healthpolicyguide.org](http://www.healthpolicyguide.org)  
Academy for Health Services Research & Health Policy: [www.academyhealth.org](http://www.academyhealth.org)  
Health Hippo: [hippo.findlaw.com/hippohome.html](http://hippo.findlaw.com/hippohome.html) |
| Health policy (California)                        | California HealthCare Foundation: [www.chcf.org](http://www.chcf.org)  
Insure The Uninsured Project: [www.itup.org](http://www.itup.org)  
Health Access: [health-access.org](http://health-access.org)  
Public Policy Institute of CA: [www.ppic.org](http://www.ppic.org) |
| Health reform                                     | Health Reform GPS: Navigating Implementation: [http://www.healthreformgps.org](http://www.healthreformgps.org)  
Kaiser Family Foundation Health Reform Source: [http://healthreform.kff.org](http://healthreform.kff.org) |
Virtual reference style manuals: [www.csulb.edu/library/eref/vref/style.html](http://www.csulb.edu/library/eref/vref/style.html)  
| Health policy formation, agenda setting           | Robert Wood Johnson Foundation: [www.rwjf.org](http://www.rwjf.org)  
The Urban Institute: [www.urban.org](http://www.urban.org)  
Families USA: [www.familiesusa.org](http://www.familiesusa.org)  
Center for Health Care Strategies: [www.chcs.org](http://www.chcs.org)  
Center for Studying Health System Change: [www.hschange.com](http://www.hschange.com) |
| Policy implementation & modification             | National Academy for State Health Policy: [www.nashp.org](http://www.nashp.org)  
UCLA Center for Health Policy Research: [www.healthpolicy.ucla.edu](http://www.healthpolicy.ucla.edu)  
California HealthCare Foundation: [www.chcf.org](http://www.chcf.org)  
Kaiser Family Foundation: [www.kff.org](http://www.kff.org)  
Rand Corporation: [www.rand.org](http://www.rand.org)  
Mathematica Policy Research: [www.mathematica-mpr.com](http://www.mathematica-mpr.com)  
The Commonwealth Fund: [www.commonwealthfund.org/Health-Reform.aspx](http://www.commonwealthfund.org/Health-Reform.aspx) |
| Financing health services                         | Center for Medicare & Medicaid Services: [www.cms.gov](http://www.cms.gov)  
Center on Budget & Policy Priorities: [www.cbpp.org](http://www.cbpp.org)  
Kaiser Family Foundation: [www.kff.org](http://www.kff.org)  
CA Legislative Analyst's Office: [www.lao.ca.gov](http://www.lao.ca.gov)  
Healthcare Financial Management Assn: [www.hfma.org](http://www.hfma.org) |
| Managed care, insurance & benefits                | Employee Benefits Research Institute: [www.ebri.org](http://www.ebri.org)  
America’s Health Insurance Plans: [www.ahip.org](http://www.ahip.org)  
CA Assn. Of Health Plans: [www.calhealthplans.com](http://www.calhealthplans.com)  
CA Dept. of Managed Health Care: [www.dmhc.ca.gov](http://www.dmhc.ca.gov)  
CA Office of the Patient Advocate: [www.opa.ca.gov/index.aspx](http://www.opa.ca.gov/index.aspx)  
National Governors Association: [www.nga.org](http://www.nga.org)  
National Association of Insurance Commissioners: [www.naic.org](http://www.naic.org) |
| Ambulatory health services                        | American Academy of Urgent Care Medicine: [www.aaumc.com](http://www.aaumc.com)  
National Association for Ambulatory Care: [http://www.urgentcare.org](http://www.urgentcare.org)  
Medical Group Management Association: [www.mgma.com](http://www.mgma.com) |
| Hospitals & health systems                        | American Hospital Assn.: [www.aha.org](http://www.aha.org)  
Blue Cross/Blue Shield Assn.: [www.bluecares.com](http://www.bluecares.com) |
<table>
<thead>
<tr>
<th>Topic</th>
<th>Web Sites</th>
</tr>
</thead>
</table>
| Long Term Care; Politics of Aging & Disability | American Association of Retired Persons: [www.aarp.org](http://www.aarp.org)  
Disability Rights Education & Defense Fund: [www.dredf.org](http://www.dredf.org) |
| Mental health                             | National Institute of Mental Health: [www.nimh.nih.gov](http://www.nimh.nih.gov)  
Bazelon Center for MH Law: [www.bazelon.org](http://www.bazelon.org)  
| Pharmaceuticals                           | Pharmaceutical Research & Manufacturers of America: [www.phrma.org](http://www.phrma.org)  
American Society of Health-System Pharmacists: [www.ashp.org](http://www.ashp.org) |
| Public health                             | Centers for Disease Control & Prevention: [www.cdc.gov](http://www.cdc.gov)  
American Public Health Association: [www.apha.org](http://www.apha.org) |
Am. Nurses Assn. [www.ana.org](http://www.ana.org)  
Am. Academy of Physician Assistants: [www.aapa.org](http://www.aapa.org)  
Am. Pharmaceutical Assn.: [www.pharmacist.com](http://www.pharmacist.com) |
| Quality of care                           | Institute of Medicine: [www.iom.edu](http://www.iom.edu)  
National Committee for Quality Assurance: [www.ncqa.org](http://www.ncqa.org)  
Joint Commission (accreditation): [www.jointcommission.org](http://www.jointcommission.org)  
California Healthcare Foundation Quality Initiative: [www.chcf.org](http://www.chcf.org) |
| Ethical issues                            | Alliance for Health Reform: [www.allhealth.org](http://www.allhealth.org)  
Hastings Center: [www.thehastingscenter.org](http://www.thehastingscenter.org) |

8. **Bibliography (books & articles) – updated May, 2011**


**Selected Health Administration & Policy Journals:**
- American Journal of Managed Care
- American Journal of Public Health
- Harvard Business Review
- Health Affairs
- Health Policy
- Health Technology Trends
- Journal of the American Medical Association
- Journal of Health, Politics, Policy and Law
- Medicine and Health
- New England Journal of Medicine
- Public Health Reports
- Journal of Ambulatory Care Management
- Journal of Law, Medicine & Ethics
- Policy Studies Journal
- American Journal of Medical Quality
- Business and Health
- Cambridge Quarterly of Healthcare Ethics
- Health Care Financing Review
- Health Services Research
- Inquiry
- J of Health Services Research & Policy
- Medical Care
- Milbank Memorial Fund Quarterly
- J of Health Care for the Poor & Underserved
- Journal of Public Health Policy
- Social Science and Medicine
- Medical Care Research and Review
- Modern Healthcare

1 Free student subscription available at: [http://www.aupha.org/i4a/forms/form.cfm?id=51&pageid=3829&showTitle=1](http://www.aupha.org/i4a/forms/form.cfm?id=51&pageid=3829&showTitle=1)