



Virtual Campus

School of Business

**2. UNIVERSITY MISSION STATEMENT**

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.

**3. COURSE NUMBER & NAME:**

HLAD 3329-VC01, Health Care Financial Management

**4. TERM:**

Winter, 2018

**5. INSTRUCTOR:**

John C. Phelps II

**6. CONTACT INFORMATION:**

WBU Email: [john.phelps@wayland.wbu.edu](mailto:john.phelps@wayland.wbu.edu)

Cell phone: 806.445.4134

**7. OFFICE HOURS, BUILDING & LOCATION:**

Virtual Office Hours- Will access email 2X daily

**8. COURSE MEETING TIME & LOCATION:**

Online instruction with Blackboard

**9. CATALOG DESCRIPTION:**

Operational knowledge of financial management, theory and practice in the modern health care organization is developed including prospective payment applications, differing third party payer systems, discounted cash flow considerations, long-term debt and refunding analysis, contemporary health care equity financing, capital structure and costs, operational forecasting, short-term financing challenges, alternative analysis of lease financing, merger and acquisition analysis, as well as financial aspects of current risk sharing in the health care industry.

**10. PREREQUISITE:**

ACCT 2306 or concurrent enrollment

**11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL:**

BOOK	AUTHOR	ED	YEAR	PUBLISHER	ISBN#	UPDATED
<u>Understanding Healthcare Financial Management</u>	Gapenski	7th	2015	Health Administration Press	9781-56793-7060	3/16/16

**12. OPTIONAL MATERIALS:**

None

**13. COURSE OUTCOMES AND COMPETENCIES:**

- Contrast the alternative approaches to prospective payment based on managed care and their influences upon the financial characteristics of health facilities.
- Recognize the advantage and disadvantages of differing capital structures for investor owned, non-profit, and government health facilities.
- Analyze the operating cycle of a health facility and develop remedial actions for improvement.
- Convert financial statements to a cash flow consideration, employing present value, initial rate of return, and payback evaluations.
- Develop operational forecasting techniques for critical care as well as routine medical and surgical delivery.
- Recognize productive merger and acquisition activities and the financial implications of such considerations.
- Identify and evaluate risk sharing techniques, diversification alternatives and trade off options in health facility financing.
- Distinguish the values in financial ratio analysis for differing types of health facility designs

**14. ATTENDANCE REQUIREMENTS:**

As stated in the Wayland Catalog, students enrolled at one of the University's external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University's attendance policy.

**15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY:**

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

**16. DISABILITY STATEMENT:**

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

## 17. COURSE REQUIREMENTS and GRADING CRITERIA:

Students will be required to complete discussions and homework problems weekly. Reviews will be provided to prepare each student for their unit exams.

1. **Weekly Discussion Posts:** You will be required to complete discussion questions using Blackboard as assigned in accordance with the syllabus. Discussion questions are required to be posted no later than midnight (Central Standard Time (CST)) on Wednesday of the assigned week. Additionally, each student is required to reply to the responses of at least two other students no later than midnight (CST) on Sunday of the assigned week to engage and influence forward thinking, class involvement, and academic discussion.
  - a. **Initial Discussion Posts:** These posts must be a minimum of 5-7 sentences in length. You must use textual evidence to support your response.
  - b. **Response to Peers:** These posts must be a minimum of 3-5 sentences to receive credit.
2. **Weekly Quizzes:** Quizzes are assigned weekly. Questions will come from the text according to required reading each week. Students will be required to complete quizzes by no later than midnight (CST) on Sunday of the assigned week. There will be **NO Makeups** for the weekly quizzes.
3. **Exams:** You will be completing two exams throughout the length of the course. Students may use the textbook for the exams. These dates will be posted in the tentative schedule below.
4. **Final Exam:** The final exam will cover the last five chapters we discuss.

Requirement	Percent of Grade
Weekly DQ Posts	30%
Weekly Quizzes	20%
Unit Exams	30%
Final Exam	20%

**Course Grading:** The final grade will be determined in this manner:

Percent Equivalent	Grade
90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

**17.1 Include Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

## 18. TENTATIVE SCHEDULE

Week	Materials Covered
<p style="text-align: center;"><b>1</b></p> <p style="text-align: center;"><b>Monday</b></p> <p style="text-align: center;"><b>12-NOV-18</b></p>	<p style="text-align: center;">Welcome to Health Care Financial Management!</p> <p><b>Assignments:</b></p> <ol style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ol style="list-style-type: none"> <li>a. Chapter 1: Introduction to Healthcare Financial Management</li> <li>b. Chapter 2: Health Insurance</li> </ol> </li> <li>2) <u>Discussion:</u> <ol style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ol> </li> <li>3) <u>Weekly Quiz:</u> <ol style="list-style-type: none"> <li>a. Chapter 1</li> <li>b. Chapter 2</li> </ol> </li> </ol>
<p style="text-align: center;"><b>2</b></p> <p style="text-align: center;"><b>Monday</b></p> <p style="text-align: center;"><b>26-NOV-18</b></p>	<p><b>Assignments:</b></p> <ol style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ol style="list-style-type: none"> <li>a. Chapter 3: Payments to Providers</li> <li>b. Chapter 4: Time Value Analysis</li> </ol> </li> <li>2) <u>Discussion:</u> <ol style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ol> </li> <li>3) <u>Weekly Quiz:</u> <ol style="list-style-type: none"> <li>a. Chapter 3</li> <li>b. Chapter 4</li> </ol> </li> </ol>
<p style="text-align: center;"><b>3</b></p> <p style="text-align: center;"><b>Monday</b></p> <p style="text-align: center;"><b>3-DEC-18</b></p>	<p><b>Assignments:</b></p> <ol style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ol style="list-style-type: none"> <li>a. Chapter 5: Financial Risk and Required Return</li> </ol> </li> <li>2) <u>Test 1:</u> Chapters 1-5</li> </ol>
<p style="text-align: center;"><b>4</b></p> <p style="text-align: center;"><b>Monday</b></p> <p style="text-align: center;"><b>10-DEC-18</b></p>	<p><b>Assignments:</b></p> <ol style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ol style="list-style-type: none"> <li>a. Chapter 6: Debt Financing</li> <li>b. Chapter 7: Equity Financing</li> </ol> </li> <li>2) <u>Discussion:</u> <ol style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ol> </li> <li>3) <u>Weekly Quiz:</u></li> </ol>

	<ul style="list-style-type: none"> <li>a. Chapter 6</li> <li>b. Chapter 7</li> </ul>
<p style="text-align: center;"><b>5</b> <b>Monday</b> <b>17-DEC-18</b></p>	<p><b>Assignments:</b></p> <ul style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ul style="list-style-type: none"> <li>a. Chapter 8: Lease Financing</li> <li>b. Chapter 9: Cost of Capital</li> </ul> </li> <li>2) <u>Discussion:</u> <ul style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ul> </li> <li>3) <u>Weekly Quiz:</u> <ul style="list-style-type: none"> <li>a. Chapter 8</li> <li>b. Chapter 9</li> </ul> </li> </ul>
<p style="text-align: center;"><b>6</b> <b>Monday</b> <b>7-JAN-19</b></p>	<p><b>Assignments:</b></p> <ul style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ul style="list-style-type: none"> <li>a. Chapter 10: Capital Structure</li> </ul> </li> <li>2) <u>Discussion:</u> <ul style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ul> </li> </ul>
<p style="text-align: center;"><b>7</b> <b>Monday</b> <b>14-JAN-19</b></p>	<p><b>Assignments:</b></p> <ul style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ul style="list-style-type: none"> <li>a. None</li> </ul> </li> <li>2) Test 2: Chapters 6-10</li> </ul>
<p style="text-align: center;"><b>8</b> <b>Monday</b> <b>21-JAN-19</b></p>	<p><b>Assignments:</b></p> <ul style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ul style="list-style-type: none"> <li>a. Chapter 11: Capital Budgeting</li> <li>b. Chapter 12: Project Risk Analysis</li> </ul> </li> <li>2) <u>Discussion:</u> <ul style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ul> </li> <li>3) <u>Weekly Quiz:</u> <ul style="list-style-type: none"> <li>a. Chapter 11</li> <li>b. Chapter 12</li> </ul> </li> </ul>
<p style="text-align: center;"><b>9</b> <b>Monday</b> <b>28-JAN-19</b></p>	<p><b>Assignments:</b></p> <ul style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ul style="list-style-type: none"> <li>a. Chapter 13: Financial Condition Analysis</li> <li>b. Chapter 14: Financial Forecasting</li> </ul> </li> <li>2) <u>Discussion:</u> <ul style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ul> </li> <li>3) <u>Weekly Quiz:</u> <ul style="list-style-type: none"> <li>a. Chapter 13</li> <li>b. Chapter 14</li> </ul> </li> </ul>
<p style="text-align: center;"><b>10</b> <b>Monday</b> <b>4-FEB-19</b></p>	<p><b>Assignments:</b></p> <ul style="list-style-type: none"> <li>1) <u>Reading Assignments:</u> <ul style="list-style-type: none"> <li>a. Chapter 15: Revenue Cycle and Current Accounts Management</li> <li>b. Chapter 16: Business Combination and Valuation</li> </ul> </li> <li>2) <u>Discussion:</u> <ul style="list-style-type: none"> <li>a. Discussion Questions plus Peer Response</li> </ul> </li> <li>3) <u>Weekly Quiz:</u> <ul style="list-style-type: none"> <li>a. Chapter 15</li> <li>b. Chapter 16</li> </ul> </li> </ul>

<b>11</b> <b>Monday</b> <b>11-FEB-19</b>	<b>Assignments:</b> 1) Final Exam: Chapters 11-16  <i>Must be completed NO LATER than Friday, February 15<sup>th</sup> at Midnight</i> Also, Please Complete Course Evaluation located in Blackboard
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## 19. ADDITIONAL INFORMATION

**This syllabus is not a binding contract between the Professor and the Student. It is subject to change whenever the Professor deems the change will improve the course.**

**Please be sure to ask if you have questions or concerns during this course. Remember that, while you are a student, you are also teaching the class that which your education and experiences have taught you.**

**“This class will adhere to zero tolerance for using someone else’s work as your own.”**

**“Students are responsible for reading, understanding, obeying, and respecting all academic policies, with added emphasis being placed upon academic progress policies, appearing in the Wayland Baptist University Academic Catalog applicable to their curriculum and/or program of study.”**