

**Nashville State Community College
Business, Management, and Hospitality
Healthcare Management Program
Master Course Syllabus
HCMT 2305 – Healthcare Delivery Systems**

The purpose of the syllabus is to tell you how the course is organized, what the expectations are, and how you will be graded. In addition, there is important information about how the college will operate during severe weather and how the college will communicate with you. The syllabus is not a contract. Instead, it is meant to help you succeed in this course. If any of the content changes during the semester, you will be notified.

Course information:

Course Title: Healthcare Delivery Systems

Credits: 3

Class Hours: 3

Course Description: This course focuses on the United States healthcare institutions and the legal regulations for each of these institutions. It examines historical backgrounds, future perspectives, and trends. It reviews the way in which each delivery system is organized and the impact it has on various demographics. **Prerequisite(s):** Level 2 Placement in English and Reading.

Instructor Information:

Name:

Email:

Text and Phone:

Office Location:

Office Hours:

Instructor Zoom Room link

Required Textbook(s) & Other Materials:

Textbook(s): Knickman & Elbel, ed. / Jonas & Kovner's Health Care Delivery in the United States, 12th Edition, Springer Publishing, Digital Course Materials (DCM)—see below-- ISBN: 9780826172370 (digital); 9780826712723 (print)

Once you have registered for your courses, you should make sure you have the correct textbook and materials for each course. Before courses begin, you can do this by looking up your courses on the [bookstore's website](https://www.bkstr.com/nscstore/shop/textbooks-and-course-materials) (<https://www.bkstr.com/nscstore/shop/textbooks-and-course-materials>) using your A# or by entering your course information. If you are registered with the Access Center and need an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or accesscenter@nsc.edu.

Digital Course Materials: These ensure you pay less for your course materials and have easy access through D2L throughout the semester. When you registered for this course, the charge for these materials appeared on your account. If you decide you do not want to purchase the course materials embedded in NS Online, you can opt out of the program **until the end of the second week of classes**. If you opt out, you will be responsible for

purchasing the required course materials on your own. For more information, please visit www.nsc.edu/dcm.

Honors Option: Honors credit is available in some classes. If you are interested in participating in the Honors Program, please see your instructor within the first four weeks of class.

Course Outcomes: At the end of the semester, this is what you should know and/or be able to do:

- Identify and explain terminology related to health care delivery systems
- Identify various types of healthcare delivery systems and items unique to each
- Identify methods used in measuring the quality of health care services
- Define the roles and responsibilities of each health care profession/provider and their role in quality improvement

Course Competencies:

The following are detailed course competencies, or specific skills or knowledge, intended to help you achieve the course outcomes:

- Explain the **evolution** of the health care systems in the United States
- Identify the **social, legal, and economic factors** that affect the delivery of health care
- Explain the **development of the health information profession** from its beginnings until the present and into the future
- Identify the various **types of health services professionals** and their training, practice requirement, and practice settings.
- Identify and describe **the regulators of healthcare**, including government and non government entities
- Describe the **basic organization of the various types of hospitals**, the levels of services they provide, and the **sources of financing**
- Describe the various **types of ambulatory care facilities**, the levels of services they provide, and the **sources of financing**
- Describe the **historical development of healthcare reimbursement** in the United States

The following are general education competencies intended to support the course outcomes:

- Write clear, well-organized documents
- Know how to locate, evaluate, and use information sources
- Use critical thinking skills

Topics to Be Covered:

- History of Healthcare
- Characteristics of the U.S. Healthcare System
- Organization of the U.S. Healthcare System
- Government's Role
- Public Health's Role
- Inpatient and Outpatient Services
- Long Term Care
- Providers and Allied Health Professionals
- Health Care Payors

- Managed Care
- Information Technology
- Healthcare Law
- Healthcare Ethics

Course Assessments:

Formative Assignments – Learning Tasks which may be repeated

- Review of Chapter Podcasts: Each week you are expected to listen to the Podcast located at the beginning of the Chapter covered that week and complete the Podcast Quiz for that Chapter.
- Read Weekly Chapter: Each week another Chapter will be assigned. You must read the Chapter early in the week to prepare for the upcoming assignments.
- Chapter PowerPoint: Each week you will read through the PowerPoint to assist you in learning the content of the weekly Chapter. There is an attached video prepared by the Instructor.
- Vocabulary Challenges: The vocabulary challenges will use vocabulary from the weekly Chapter. Vocabulary will need to be recognized or utilized correctly. You will be expected to master the vocabulary words using Quizlet exercises.
- Open Book Chapter Reviews: These questions will be based on the Chapter of the book you read for the week. This identifies important information for you to know.

Summative Assignments - Outcomes

Any submitted assignments that are final submissions and will be graded according to the provided rubrics for each assignment.

- Discussions: You are expected to contribute to weekly discussions by posting your original post first, then answering 1 of your classmates. The original post is due on Wednesday night at midnight, and the answer to a classmate is due on Saturday night at midnight. You are expected to read most, if not all, of the posts. If you update your post by Saturday night, the update will be included in the evaluation using the Rubric for the week.
- Case Studies: You are graded according to the rubric and must include vocabulary and concepts learned from the textbook and activities in your reactions to the Cases each week.

Grading Weight:

Percentage	Item
5%	Intro & Syllabus
15%	Podcasts
20%	Quizlets
20%	Chapter Reviews
40%	Summative Assessments

Rubrics

This class uses rubrics for some Activities. A rubric is a scoring guide for assignments that details criteria for earning points. The Rubric for each assignment will appear in the Content.

Grading Scale:

Letter Grade	Percentage Range
A	91 - 100
B	81 - 90
C	71 - 80
D	61 - 70
F	60 and below

FA

If you stop attending class or if you are in an online class and stop submitting assignments, but do not turn in a withdrawal form by the deadline, you are still enrolled in class. You will be given a grade of FA, which means you have failed due to not attending class and not completing your assignments. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." If you stop attending your course after this date, you will receive an F.

FN

An FN is awarded if you have never attended your course or done any of the work in an online course.

Late Work Policy & Make-up Procedures for Missed Assignments and Work:

All work must be completed by December 8, 2022. However, following the suggested Due Date requirements will produce the optimum student results.

Attendance Policy

General Policy

- *Absences in a course may affect your final grade. Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*
- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

Instructor's Policy

The attendance policy for this course is: The student should pace work throughout the term; specifically, due dates are set for a smooth and regular pace throughout the term for best student success. Stay in regular communication with the instructor.

For financial aid purposes, **attendance** is measured by participation in the course.

Instructors can determine your level of participation in several ways. Some of those ways are:

- continued attendance

- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor's email/text/phone call
- posting to a discussion board
- completing and submitting assignments

Technology Statement

- All classes at the College are web enhanced. "Web enhanced" means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.
- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on "mute" until you need to speak.
- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.
- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on the [access to internet and technology website](#).

Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus.

You should check the NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nsc.edu (student email) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nsc.edu emails contain important information from college offices, such as Financial Aid.

ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented

physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3363, or e-mail accesscenter@nsc.edu.

Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as "disruptive conduct" in their courses. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear [Academic Misconduct Policy](#) that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for violations in each course that you take. The instructor has the authority to assign an "F" or a "zero" for such violations or for the semester grade.

Academic Early Alert System

If you are not doing well in your course, your instructor may send you an Academic Alert through your @my.nsc.edu email. This eMail will go to your Academic Advisor and Student Success advisor, as well. If you get an Academic Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Academic Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Academic Alert to your advantage and as an opportunity to improve your grade; it is not as a form of punishment, rather an encouragement to do better work in your class.

RAVE Emergency Alert System

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses: <https://www.getrave.com/login/nsc>. The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you.
- Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Student Wellness

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- [Free tutoring](#) provides assistance beyond the classroom to help you make the most of your college education.
- [These resources](#) include NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses.
- [Services](#) that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance.

Equity Statement

Nashville State Community College strives to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We understand and practice ideals of equity and inclusion for our students by embracing a full spectrum of experiences, viewpoints, and intellectual approaches in order to overcome barriers to success.

Inclement Weather & Campus Closings

You get notices about campus closings in these places: text messages from RAVE and www.nsc.edu. Even when campuses are closed, you are still responsible for completing all assigned work. Check D2L/NS Online for a message from your instructor so you do not miss important assignments and due dates, which may change due to the campus closure.

Class Cancellation Policy

Our instructors post messages about cancelling classes in the D2L/NSOnline course shells and/or on the classroom door on campus. These messages can be found in the News and Content section or the Email tab in the online shell. Please check these to be sure that you take advantage of opportunities for learning and points toward your grade.