

**APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR and MINOR**

1. Submitted by the College of Public Health Date: 06/30/09  
 Department/Division offering course: Health Services Management

2. What type of change is being proposed?  Major  Minor\*  
 \*See the description at the end of this form regarding what constitutes a minor change. Minor changes are sent directly from the dean of the college to the Chair of the Senate Council. If the Senate Council chair deems the change not to be minor, the form will be sent to the appropriate Council for normal processing and an email notification will be sent to the contact person.
3. Current Distance Learning (DL) status:  N/A  Already approved for DL<sup>†</sup>  Please Add  Please Drop  
 If ADDING, check one of the methods below that reflects how the majority of the course content will be delivered.  
 Internet/Web-based  Interactive Video  Extended Campus

<sup>†</sup>If already approved for DL, a new Distance Learning Form must be submitted with this form unless the department affirms (by checking this box)  that the proposed course changes will not affect DL delivery.

**PROPOSED CHANGES**

Please complete all "Current" fields.  
 Fill out the "Proposed" field only for items being changed. Enter N/A if not changing.  
 Circle the number for each item(s) being changed. For example: (6.)

4. Current prefix & number: HA 624 Proposed prefix & number: HA 624  
 5. Current Title: Information systems in health care  
 Proposed Title<sup>†</sup>: same  
<sup>†</sup>If title is longer than 24 characters, offer a sensible title of 24 characters or less: Information systems

6. Current number of credit hours: 3 Proposed number of credit hours: 3  
 7. Currently, is this course repeatable? YES  NO  If YES, current maximum credit hours: \_\_\_\_\_  
 Proposed to be repeatable? YES  NO  If YES, proposed maximum credit hours: \_\_\_\_\_

8. Current grading system:  Letter (A, B, C, etc.)  Pass/Fail  
 Proposed grading system:  Letter (A, B, C, etc.)  Pass/Fail

9. Courses must be described by at least one of the categories below. Include number of actual contact hours per week for each category.

Current:

<input type="checkbox"/> CLINICAL	<input type="checkbox"/> COLLOQUIUM	<input type="checkbox"/> DISCUSSION	<input type="checkbox"/> LABORATORY	<input type="checkbox"/> 3 LECTURE
<input type="checkbox"/> INDEPEND. STUDY	<input type="checkbox"/> PRACTICUM	<input type="checkbox"/> RECITATION	<input type="checkbox"/> RESEARCH	<input type="checkbox"/> RESIDENCY
<input type="checkbox"/> SEMINAR	<input type="checkbox"/> STUDIO	<input type="checkbox"/> OTHER – Please explain: _____		

Proposed:

<input type="checkbox"/> CLINICAL	<input type="checkbox"/> COLLOQUIUM	<input type="checkbox"/> DISCUSSION	<input type="checkbox"/> LABORATORY	<input type="checkbox"/> 3 LECTURE
<input type="checkbox"/> INDEPEND. STUDY	<input type="checkbox"/> PRACTICUM	<input type="checkbox"/> RECITATION	<input type="checkbox"/> RESEARCH	<input type="checkbox"/> RESIDENCY
<input type="checkbox"/> SEMINAR	<input type="checkbox"/> STUDIO	<input type="checkbox"/> OTHER – Please explain: _____		

10. Requested effective date (term/year): \_\_\_\_\_ Fall / 2009



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19. Is this course currently included in the University Studies Program?  Yes  No

20.  Check box if changed to 400G or 500. If **changed to 400G- or 500-level, you must include a syllabus showing differentiation** for undergraduate and graduate students by (i) requiring additional assignments by the graduate students; and/or (ii) the establishment of different grading criteria in the course for graduate students. (See SR 3.1.4)

21. Within the department, who should be contacted for further information on the proposed course change?

Name: Julia F. Costich Phone: 7-6712 Email: julia.costich@uky.edu

22. Signatures to report approvals:

5/27/09	JULIA F. COSTICH	/ Julia F. Costich
DATE of Approval by Department Faculty	printed name	Reported by Department Chair signature
5/29/09	Stephen W. Wyatt	/
DATE of Approval by College Faculty	printed name	Reported by College Dean signature
*DATE of Approval by Undergraduate Council	/	/
*DATE of Approval by Graduate Council	printed name	Reported by Undergraduate Council Chair signature
*DATE of Approval by Health Care Colleges Council (HCCC)	/	/
*DATE of Approval by Health Care Colleges Council (HCCC)	printed name	Reported by Health Care Colleges Council Chair signature
*DATE of Approval by Senate Council	/	/
*DATE of Approval by Senate Council	printed name	Reported by Office of the Senate Council signature
*DATE of Approval by the University Senate	/	/
*DATE of Approval by the University Senate	printed name	Reported by the Office of the Senate Council signature

\*If applicable, as provided by the *University Senate Rules*. (<http://www.uky.edu/USC/New/RulesandRegulationsMain.htm>)

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Excerpt from *University Senate Rules*:

SR 3.3.0.G.2: **Definition.** A request may be considered a minor change if it meets one of the following criteria:

- a. change in number within the same hundred series;
- b. editorial change in the course title or description which does not imply change in content or emphasis;
- c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s);
- d. a cross-listing of a course under conditions set forth in SR 3.3.0.E;
- e. correction of typographical errors.

**HA 624 Syllabus INFORMATION SYSTEMS in HEALTH CARE**  
**Wednesday 6:00 pm-8:30 pm BE 315**  
**Spring 2008**

Professor: Martha Cornwell Riddell, DrPH  
Office: 417 Patterson Office Tower  
Office Hours: Wednesday afternoon & by Appointment  
Office Phone: (859) 257-4522; 218-2012  
Email: martha.riddell@uky.edu

**Course Overview:** This course provides a managerial level perspective on the use of information and information systems (IS) in healthcare. The course will review basic information on IS technology, terminology, and data management. The course will develop a lifecycle approach to information systems development including systems analysis, design, implementation, and evaluation. Outside speakers will provide additional insights on current and evolving information system applications and information technology within healthcare. Decision making, planning and client-centric information needs will enhance the student's familiarity with information systems designed to address the needs of finance, administration, clinical applications, strategic planning, and performance management in healthcare organizations. Legal and ethical issues regarding health information will be discussed.

**Course Objectives:** The specific course objectives are to:

- 1) Develop a fundamental understanding of computer hardware, networks, telecommunications, enterprise systems, and internet options.
- 2) Identify data sources and uses for an organizational information system including gathering data elements, security, privacy requirements (HIPAA), derived information, and integrating data for information reporting. (Multiple sources: financial, clinical, administrative, employee, medical staff, etc.)
- 3) Evaluate the current and future needs for healthcare information systems and applications; consider data integration, planning and organizational structure/operations.
- 4) Apply specific skills to assess health care information system organization and management, research current trends in health care information technology, understand methods to develop relational data bases, and identify considerations for strategic decisions and procurement options.
- 5) Understand and appreciate the client-centric orientation in information systems design, development, implementation and planning.

**Course Format:**

This course is designed to help you develop knowledge, insights and skills necessary to manage the informational systems needs for healthcare organizations. To help you achieve the objectives of learning and of personal development, a significant portion of the class time will entail experiential exercises (group activities, cases, site visits, etc.) in addition to class presentations.

**Required Texts**

Austin, Charles J. and Stuart B. Boxerman, "Information Systems for Healthcare Management," 6<sup>th</sup> Edition, Foundation of the American College of Healthcare Executives, 2003. ISBN: 1567932029

**Supplemental Readings**

- Other references, readings and resources may be assigned as noted in the syllabus or distributed as the semester progresses. Refer to Tentative Course Schedule. Several articles may be available through the UK Library e-Journals.

### Course Website

- Handouts and PowerPoint slides will be available for download on the HA 624-401: Information Systems in Health Care web site: <http://myUK.uky.edu>. I will post announcements from time to time, so please review the site prior to each class. You will not be able to log into Blackboard until you have created your active directory (AD) account and changed the initial password. To do so, please look at the instructions at <http://www.uky.edu/Blackboard/>.

### MHA Competencies

The Master of Health Administration program is accredited by the Commission on Accreditation of Healthcare Management Education (CAHME). This course is designed to address the following areas of competency for the student:

- 1) Information systems management and assessment,
- 2) Quality assessment for patient care improvement,
- 3) Leadership and change management,
- 4) Decision making.

Case studies, discussions, presentations and team projects will provide integrative learning opportunities for students.

### Policies

- Students are expected to attend all classes and to have read the course material for that class. Due to the format of the course, the amount of learning you accomplish in this course is a direct function of your thorough preparation for each class and full participation.
- Projects are due at the beginning of the class period. Projects will be accepted up to 1 week after they are due; however, a 10% penalty will be assessed. You must turn in all projects to pass the course. The final deadline is the day of the scheduled final exam unless an agreement has been reached with the professor.
- Makeup exams will be given only for university defined excuses. Case-by-case pre-approved exceptions will be given for holidays.
- Cheating, including plagiarism will not be tolerated in this course. Consult the UK student handbook for what constitutes cheating. Serious cheating offenses may result in a failing grade for the course or expulsion from the University. You can find the UK Statement of Student Rights and Responsibilities at <http://www.uky.edu/StudentAffairs/Code/>. Two additional sources of information regarding plagiarism and what constitutes plagiarism are the Academic Ombud Services Office at <http://www.uky.edu/Ombud/> and specifically <http://www.uky.edu/Ombud/Plagiarism.pdf> which defines different forms of plagiarism.
- You are encouraged to conduct all official email correspondence for this course using your official UK email account. If you prefer to use a non-UK email address, please update your email address by visiting <http://www.uky.edu/Blackboard/email.php> and notify the instructor.
- Any student with a disability who is taking this course and needs classroom or exam accommodations should contact the Disability Resource Center, 257-2754, room 2, Alumni Gym, [jkarnes@uky.edu](mailto:jkarnes@uky.edu).
- The instructor reserves the right to change this syllabus at any time.
- Final grades will be assigned as follows:  
100 – 90.0% = A, 89.9 – 80.0% = B, 79.9 – 70.0% = C, below 69.9% = E.

## Course Requirements

Information Flowchart Project	10%
Team Case Report	5%
Systems Analysis Project	20%
Midterm Exam	20%
Team Chapter Report	10%
Site Visit Report Due	15%
Performance Measurement Project	20%

## Project Descriptions

More detailed descriptions for each Project will be discussed – students are encouraged to discuss projects with instructor.

**Information Flowchart Project** (individual project) requires the student to choose a health care business enterprise (e.g., hospital service line, health plan, physician office, multi-specialty group, freestanding diagnosis or treatment center, etc.), and develop an information system flowchart for informational needs. Include all information sources, uses, access, outputs, relational links, security, privacy, etc. Provide a brief explanation of the flowchart to convince the enterprise leadership and decision-makers that your presentation is both relevant and appropriate. As a focus on quality improvement, the flow chart will also include elements of value-stream mapping.

**Team Case Report** (group project) requires students to work in teams to complete the case study included in the textbook (pages 316-326) or distributed/selected in class. Time will be allocated during two class periods.

**Systems Analysis Project** involves completion of a systems analysis. The report should draw materials from Austin & Boxerman (2003) Chapters 11-12. Each student will complete his or her own report.

**Midterm Exam** The exam is designed to not only challenge your grasp of the material but also your ability to apply it to real-world situations. The format will include situational essay responses and a situation application analysis of principals leading to a defensible recommendation. The exam will be graded on clarity, use of concepts, and ability to tie concepts to situation. All else being equal – a clear outline (or bullet response) will be graded higher than a rambling response. This exam will be “open-book” (any notes or materials can be used), which means grading is not based on the ability to define or recall concepts but rather to apply them to the given situation.

**Team Chapter Report** (group project) Each team will be assigned a chapter of Part III of the text. The team will be responsible for presenting an overview of the material and a one-page handout. The team will also present information on a current or evolving application related to the chapter. Resources such as The Advisory Board Company will be shared with students to assist with the report.

**Site Visit Report** (individual project) Each student will be required to make one site visit. Site visits may be done individually or in groups of two or three. Each student will complete his or her own report.

**Performance Measurement Project** (individual project) requires the student to develop a performance measurement reporting capability that addresses the needs of multiple clients (patients, physicians, other clinicians, business administration, etc.). Provide a sample format for these “dash board” capabilities. Include a brief narrative of these capabilities addressing the relevance, validity, and reliability of these information system products.

**Discussion Contribution:**

“Information Systems in Health Care” addresses a rapidly evolving element of health care service delivery. Therefore, guest speakers will supplement the text with current information addressing various initiatives and trends occurring in the industry. The guest speakers have been chosen due to their expertise, and are leaders in their organization, with state initiatives, and even on a national scale.

You may also have experience and knowledge of this topic which will enhance the learning experience of your classmates. Our collective learning experience relies on your contributing to the discussion. I expect you to come to class fully prepared to share your view in the classroom discussions, whether voluntarily or when called upon.

***The quality of your participation is important and adds value to the class.*** Be prepared to present your ideas clearly and support them with logical, relevant information. Be prepared to listen respectfully to your classmates, guest speakers, and myself. Treat prior comments in a respectful, constructive manner. In many ways, we become an “organization” for the semester, and our goal is to be a dynamic, learning organization.

Due to the size of the class, we will work in groups to assist with case studies and complete the group, or “team” project and presentation. Group members will assess each other’s contributions, so it is important to participate actively and professionally with the group activities.