



COURSE OUTLINE: HCA116 - FIN. PROC. FOR HLTH

Prepared: Michelle Nogalo, BSc, MBA

Approved: Sherri Smith, Chair, Natural Environment, Business, Design and Culinary

Course Code: Title	HCA116: FINANCIAL PROCESSES: HEALTHCARE FACILITY
Program Number: Name	2186: HEALTH CARE ADMIN
Department:	BUSINESS/ACCOUNTING PROGRAMS
Semesters/Terms:	20F, 21W
Course Description:	This course provides students with basic accounting and budgeting principles. They will learn about a variety of financial resources and practices they can use for decision making about financial aspects of management in a health care environment. Students will learn about different funding models and how to operationalize the current budget of a unit/division within a larger institution. They will learn to analyze and convey important financial reports, becoming familiar. They will be subjected to performance evaluation, scorecards that measure a variety of outcomes. Students will be introduced to the funding and financial environments of Ontario health care organizations, as well as what affects them, eg. Industry standards, best practices, trends, and access.
Total Credits:	3
Hours/Week:	3
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Prerequisites:	There are no pre-requisites for this course.
Corequisites:	There are no co-requisites for this course.
Vocational Learning Outcomes (VLO's) addressed in this course:	2186 - HEALTH CARE ADMIN
Please refer to program web page for a complete listing of program outcomes where applicable.	VLO 5 Practice within the legal, ethical and professional scope of practice of a manager in the province of Ontario.
	VLO 6 Utilize health care technology and informatics for the benefit of the patients and support of the institution.
	VLO 8 Outline strategies to manage risks in the business activities of a health care organization.
	VLO 10 Apply accounting and financial principles to support the management and operations of an organization.
Essential Employability Skills (EES) addressed in this course:	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
	EES 3 Execute mathematical operations accurately.
	EES 4 Apply a systematic approach to solve problems.
	EES 5 Use a variety of thinking skills to anticipate and solve problems.
	EES 6 Locate, select, organize, and document information using appropriate technology and information systems.
	EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.

In response to public health requirements pertaining to the COVID19 pandemic, course delivery and assessment traditionally delivered in-class, may occur remotely either in whole or in part in the 2020-2021 academic year.



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	EES 11 Take responsibility for ones own actions, decisions, and consequences.																
Course Evaluation:	<p>Passing Grade: 50%, D</p> <p>A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.</p>																
Books and Required Resources:	<p>Financial management of health care organizations: an introduction to fundamental tools, concepts, and applications by Zelman, N., McCue, M., Glick, N., & Thomas, M. Publisher: San Francisco, CA: Jossey-Bass Edition: 4th ISBN: 978-1118466568 2014</p>																
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	Operational Planning Case Study and Presentation Assignment	40%
	Participation - attendance and class discussion	10%
	Program Budgeting Assignment	30%

Date: June 17, 2020

Addendum: Please refer to the course outline addendum on the Learning Management System for further information.

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