COURSE OUTLINE: HCA127 - CAPSTONE PROJECT

Prepared: Health Care Administration
Approved: Sherri Smith, Chair, Natural Environment, Business, Design and Culinary

Course Code: Title	HCA127: CAPSTONE PROJECT IN HEALTHCARE ADMIN.
Program Number: Name	2185: HEALTH CARE ADMIN
Department:	BUSINESS/ACCOUNTING PROGRAMS
Semesters/Terms:	19W, 19S
Course Description:	Students will be expected to do a needs or gap assessment to identify a current issue recognized by health car administrators. Once identified, the topic will be research thoroughly using the literature, focus groups, and consultation with subject matter experts. A thorough analysis of the issue will be required and the students will develop an in-depth plan to respond to the problem. The knowledge acquired in all of the courses in the Program of Study for Health Care Administration will be utilized throughout this major project.
Total Credits:	3
Hours/Week:	3
Total Hours:	45
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: **Please refer to program web page for a complete listing of program outcomes where applicable.**	**2185 - HEALTH CARE ADMIN** VLO 1 Address the needs of a diverse patient population using best practices to ensure progressive and positive processes within a health care facility. VLO 2 Achieve positive outcomes using core concepts of quality, patient safety, patient & Family centred care. VLO 3 utilize progressive, professional leadership concepts while working within an interprofessional health care team. VLO 4 Communicate effectively and appropriately with patients, families, and members both in the health care and administrative teams to maintain a wholly interactive environment. VLO 5 Practice within the legal, ethical and professional scope of practice of a manager in the province of Ontario. VLO 7 Support evidence informed decision making, using critical thinking skills and best practices in the administration of a healthcare facility. VLO 8 Outline strategies to manage risks in the business activities of a health care organization. VLO 9 Maintain ongoing personal and professional development to improve work performance in health care administration. 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 2 Respond to written, spoken, or visual messages in a manner that ensures effective

	communication.
	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.
	EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.
	EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
	EES 11 Take responsibility for ones own actions, decisions, and consequences.

Course Evaluation:	Passing Grade: 50%, D

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
Student will select a problem faced by healthcare leaders for their capstone project.	1.1 List of difficult to solve, multifactor problems that healthcare leaders currently face. 1.2 Students will narrow the problems using proven project tools.
Course Outcome 2	**Learning Objectives for Course Outcome 2**
Data analysis	2.1 The class will discuss relevant data, how to collect it, etc.
Course Outcome 3	**Learning Objectives for Course Outcome 3**
Stakeholder analysis	3.1 Students will identify and formulate action plans to engage stakeholders.
Course Outcome 4	**Learning Objectives for Course Outcome 4**
Root cause analysis	4.0 Students will use proven project tools to identify the problem`s root cause. 4.1 Apply relevant root cause analysis tool(s) to more accurately define the problem to be addressed. 4.2 Justify selection of final root cause to be addressed.
Course Outcome 5	**Learning Objectives for Course Outcome 5**
Solution analysis	5.1 As a group the class will come up with possible solutions using proven project tools. 5.2 Using proven project tools the group will stratify the possible solutions 5.3 Demonstrate effective leadership in engaging the class group in idea generation and selection. 5.4 Summarize top 2-4 ideas in relevant project charter and briefing note sections, tying them to the root cause(s) they are addressing. 5.5 Present a briefing note (written and orally) to solicit senior leaders` or board of directors` support to act on ideas/countermeasures. 5.6 Draft a detailed communication plan to stakeholders who need to be informed about changes which will be trialed.
Course Outcome 6	**Learning Objectives for Course Outcome 6**

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	Measurement of outcomes	6.1 As a group the class will discuss measurement of outcomes, how to gather data, what data to gather, what would indicate a successful implementation.
	Course Outcome 7	**Learning Objectives for Course Outcome 7**
	PDSA	7.1 Detail the PDSA for the proposed changes.

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight	Course Outcome Assessed
Assignments	60%	1-7
Participation	10%	1-7
Quizzes	30%	1-7

Date: January 3, 2019

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