



COURSE OUTLINE: HCA116 - FIN. PROC. FOR HLTH

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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:	19F, 20W
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:	<p>2185 - HEALTH CARE ADMIN VLO 6 Utilize health care technology and informatics for the benefit of the patients and support of the institution.</p> <p>2186 - HEALTH CARE ADMIN VLO 6 Utilize health care technology and informatics for the benefit of the patients and support of the institution.</p>
Essential Employability Skills (EES) addressed in this course:	<p>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.</p> <p>EES 3 Execute mathematical operations accurately.</p> <p>EES 4 Apply a systematic approach to solve problems.</p> <p>EES 5 Use a variety of thinking skills to anticipate and solve problems.</p> <p>EES 6 Locate, select, organize, and document information using appropriate technology and information systems.</p> <p>EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.</p> <p>EES 11 Take responsibility for ones own actions, decisions, and consequences.</p>
Course Evaluation:	Passing Grade: 50%, D
Books and Required	Financial management of health care organizations: an introduction to fundamental tools,



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Resources:

concepts, and applications by Zelman, N., McCue, M., Glick, N., & Thomas, M.
 Publisher: San Francisco, CA: Jossey-Bass

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
1. Explain basic accounting principles, financial principles and practices as they relate to the effective management o of health care operations	
Course Outcome 2	Learning Objectives for Course Outcome 2
2. Apply budgeting principles for revenue, operational and capital budgets as well as describing the budgeting process and sources of funding.	
Course Outcome 3	Learning Objectives for Course Outcome 3
3. Assess operational performance of basic health care program against plan and forecast future performance based on current trends.	
Course Outcome 4	Learning Objectives for Course Outcome 4
4. Explain the relationship between strategic planning, operational planning, budgeting process and business case development in health care leadership roles.	

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Financial Scorecard Assignment	10%
Financial Statements Assignment	10%
Operational Planning Case Study and Presentation Assignment	40%
Participation - attendance and class discussion	10%
Program Budgeting Assignment	30%

Date:

June 19, 2019

Addendum:

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

