Financial Analysis in Health Administration
HLTH-5070
S2 2020  Section CB  3 Credits  03/16/2020 to 05/15/2020  Modified 03/02/2020

Meeting Times

Tuesdays 6:00pm to 10:00pm
Charleston Metro Campus via WebNet+

Contact Information

Donna Ramicone
(843) 822-8829
donnawalker94@webster.edu
Office Hours: Tuesdays By Appointment

Description

This course introduces students to managerial skills that underpin decision making for managers. The following financial methods are presented as decision models: forecasting, capital budgeting, and capital access. In addition, the managerial implications of long-term financial planning are considered, including capital investment decisions, equity and debt financing, and lease/purchase decisions.

Requisites
HLTH 5050

Outcomes

- The student will be able to compute various financial analyses, such as net present value, cost of money over time, accounts receivable, etc.
- The student will be able to evaluate access to capital markets
- The student will be able to evaluate lease/purchase decisions
- The student will be able to use financial methods to maximize management decisions
- The student will be able to demonstrate the link between finance and strategy

Required Textbook

Essentials of Health Care Finance
Author: Cleverley & Cleverley
Publisher: Jones & Bartlett
Edition: 8th
ISBN: 978-1284094633
Deliverables

Class Attendance & Participation

Class attendance and participation is essential. This includes involvement in discussion of presented course concepts, questions posed to class and completion of problems assigned individually or to group during class time.

Assignments

Homework assignments are due by start of class one week after they are assigned. Anything turned in after this will be considered late and marked down a grade. Assignments more than 6 days late will receive grade of 0. Assignment details are posted in the World Classroom and completed work should be submitted through same.

Reading assignments should be completed prior to class for the week assigned.

Examinations

Two (2) Examinations will be given for this course on topics covered in class or reading assignments. Examinations will be given during regularly scheduled class time and are expected to be completed by end of that class. Failure to complete examination by end of class time will result in grade of zero. No make-up examinations will be given.

Evaluation

Breakdown

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<thead>
<tr>
<th></th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Mid-term Exam</td>
<td>30%</td>
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<tr>
<td>Final Exam</td>
<td>30%</td>
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<tr>
<td>Homework Assignments</td>
<td>30%</td>
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<tr>
<td>Class Participation and Attendance</td>
<td>10%</td>
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Grade Range Notes

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Notes</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>Outstanding Work</td>
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<tr>
<td>B</td>
<td>80-89</td>
<td>Satisfactory Work</td>
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<tr>
<td>C</td>
<td>70-79</td>
<td>Work that Needs Improvement</td>
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<tr>
<td>F</td>
<td>0-69</td>
<td>Unsatisfactory Work</td>
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Schedule

<table>
<thead>
<tr>
<th>When</th>
<th>Topic</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>Introductions and Course Overview</td>
<td>Review of Course Requirements and Syllabus</td>
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<td>Review of General Principals of Accounting and</td>
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<td></td>
<td>Financial Statements for Healthcare</td>
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<td></td>
<td></td>
<td>Read Chapters 8 &amp; 9</td>
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<tr>
<td>When</td>
<td>Topic</td>
<td>Notes</td>
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<td>Week 2</td>
<td>Review Financial Analysis of Healthcare Organizations</td>
<td>Read Chapters 11 &amp; 12</td>
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<td>Strategic Financial Planning</td>
<td>Read Chapter 13</td>
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<td>Week 3</td>
<td>Cost Concepts and Decision Making; Product Costing</td>
<td>Read Chapters 14 &amp; 15</td>
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<td>Week 4</td>
<td>Review of Budgeting</td>
<td>Read Chapter 16</td>
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<td></td>
<td>Cost Variance Analysis</td>
<td>Read Chapter 17</td>
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<tr>
<td>Week 5</td>
<td>MID-TERM EXAMINATION</td>
<td>Exam will cover topics discussed in class from weeks 1 through 4 and readings from assigned chapters</td>
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<td></td>
<td>Review and Mid-Term Examination</td>
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<td>Week 6</td>
<td>Financial Mathematics; Capital Projects Analysis</td>
<td>Read Chapters 18 &amp; 19</td>
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<td>Week 7</td>
<td>Capital Formation; Working Capital and Cash Management</td>
<td>Read Chapters 21 &amp; 22</td>
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<td>Week 8</td>
<td>Cash Budgeting</td>
<td>Read Chapter 23</td>
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<td>Week 9</td>
<td>FINAL EXAM</td>
<td>Wrap Up and Final Exam</td>
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**Course Policies**

1. Class attendance is mandatory. In the case of unavoidable absence instructor must be notified in advance, unless an emergency situation exists. Students will be expected to stay current in their readings and assigned work. It will also be Student’s responsibility to get any missed lecture notes, handouts or find out what announcements were made in missed class.

2. Unexcused absences or more than 1 absence during the course term may result in academic penalty that can include lowering course grade or in extreme cases dropping student from the course. See Webster University Attendance Policy for more information.

3. Students should arrive in advance and should be prepared to start class on time.

4. There should be no cell phone usage during class lectures. This includes checking email or text messaging. Limit usage to class breaks.

5. Students are required to participate actively in class discussions on reading material, lectures, problems and cases. Also encouraged is participation in on-line forums and discussions.

6. Students should have basic Microsoft Excel skills as assignments may require it. If student is unfamiliar with use of Excel they will need to take necessary steps to learn it.

**Institutional Policies**

**Academic Policies**

Academic policies provide students with important rights and responsibilities. Students are expected to familiarize themselves with all academic policies that apply to them. Academic policies for undergraduate students can be found in the Undergraduate Studies Catalog; graduate students should review the Graduate Studies Catalog.

**Undergraduate Studies Catalog**

The Undergraduate Studies Catalog contains academic policies that apply to all undergraduate students. The academic policies and information section of the catalog contains important information related to attendance, conduct, academic honesty, grades, and more. If you are an undergraduate student, please review the catalog each academic year. The current Undergraduate Studies Catalog is at:

The Graduate Studies Catalog contains academic policies that apply to all graduate students. The academic policies section of the catalog contains important information related to conduct, academic honesty, grades, and more. If you are a graduate student, please review the catalog each academic year. The current Graduate Studies Catalog is at:

http://www.webster.edu/catalog/current/graduate-catalog/

Grading

The Grades section of the academic catalog outlines the various grading systems courses may use, including the information about the final grade reported for this class.

Undergraduate

http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading

Graduate

http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades

Incomplete

There are important policies that govern grades of Incomplete (I), including the circumstances under which Incomplete grades are granted, deadlines for completion, and consequences should the remaining course work not be completed. It is the responsibility of a student who requests an Incomplete to ensure that he/she understands and follows the policies.

Grade Appeals

Instructors are responsible for assigning grades, and students should discuss grade issues with the instructor. Policies and procedures for appealing grades are available in the appropriate catalog.

Academic Honesty Policy

Webster University is committed to academic excellence. As part of our Statement of Ethics, we strive to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic dishonesty is unacceptable and is subject to a disciplinary response. Students are encouraged to talk to instructors about any questions they may have regarding how to properly credit others’ work, including paraphrasing, quoting, and citation formatting. The university reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.

The University’s Academic Honesty Policy is published in academic catalogs:

Undergraduate

http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html

Graduate

http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html

As a part of the University commitment to academic excellence, the Academic Resource Center provides student resources to become better acquainted with academic honesty and the tools to prevent plagiarism in its many forms:

http://www.webster.edu/arc/plagiarism_prevention/

Statement of Ethics

Webster University strives to be a center of academic excellence. The University makes every effort to ensure the following:

- The opportunity for students to learn and inquire freely
• The protection of intellectual freedom and the rights of professors to teach
• The advancement of knowledge through scholarly pursuits and relevant dialogue

To review Webster University’s statement of ethics, see the Undergraduate Studies Catalog and the Graduate and Studies Catalog:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/ethics.html

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, the content must be covered at another time.

Important Academic Resources

Academic Accommodations

Webster University makes every effort to accommodate individuals with academic/learning, health, physical and psychological disabilities. To obtain accommodations, students must identify themselves and provide documentation from a qualified professional or agency to the appropriate campus designee or the Academic ADA Coordinator at the main campus. The Academic ADA Coordinator may be reached at 314-246-7700 or disability@webster.edu.

If you have already identified as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor of the accommodations you will require for this class at the beginning of the course.

Academic Resource Center

Additional support and resources may be accessed through the Academic Resource Center (ARC). Support and resources include academic counseling, accommodations, assistive technology, peer tutoring, plagiarism prevention, testing center services, and writing coaching. Visit www.webster.edu/arc or Loretto Hall 40 on the main campus for more information.

Student Success Portal

Webster University’s Student Success Portal, powered by Starfish, is a communications tool to connect students with faculty members and campus support services. It allows faculty and staff members to communicate with you regarding academic achievements as well as areas where support may be helpful. You may use the portal to contact faculty and staff members for assistance and to arrange meetings. Activity in the portal will be communicated to your Webster University email account. The Student Success Portal is available via your course home page in WorldClassRoom or via Connections. Learn more about the Student Success Portal at http://www.webster.edu/success/students.html.

University Library

Webster University Library is dedicated to supporting the research needs and intellectual pursuits of students throughout the University’s worldwide network. Resources include print and electronic books, journal articles, online databases, DVDs and streaming video, CDs and streaming music, datasets, and other specialized information. Services include providing materials at no cost and research help for basic questions to in-depth exploration of resources. The gateway to all of these resources and services is http://library.webster.edu. For support navigating the library’s resources, see http://libanswers.webster.edu/ for the many ways to contact library staff.

Drops and Withdrawals

Drop and withdrawal policies dictate processes for students who wish to unenroll from a course. Students must take proactive steps to unenroll; informing the instructor is not sufficient, nor is failing to attend. In the early days of the term or semester,
students may DROP a course with no notation on their student record. After the DROP deadline, students may WITHDRAW from a
course; in the case of a WITHDRAW, a grade of W appears on the student record. After the WITHDRAW deadline, students may
not unenroll from a course. Policies and a calendar of deadlines for DROP and WITHDRAW are at:

**Undergraduate**
http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html

**Graduate**
http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html

**Academic Calendar** - http://www.webster.edu/academics/academic-calendar/

Current tuition rates, policies, and procedures, including details of pro-rated tuition refunds, are available in the "Tuition, Fees, and
Refunds" section of Webster’s Academic Catalogs:

**Undergraduate**
http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html

**Graduate**
http://www.webster.edu/catalog/current/graduate-catalog/tuition.html

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**Student Handbook and Other Important Policies**

Student handbook and other non-academic policies may apply to you and may impact your experience in this class. Such policies
include the student code of conduct, privacy, technology and communications, and more. Please review the handbook each year
and be aware of policies that apply to you. The handbook is available at:

http://www.webster.edu/student-handbook/

**Sexual Assault, Harassment, and Other Sexual Offenses**

Webster University makes every effort to educate the community to prevent sexual assault, harassment, and other sexual
offenses from occurring, and is committed to providing support to those affected when this behavior does occur. To access
information and resources or to review the Policy on Sexual Assault, Harassment, and Other Sexual Offenses, visit:

http://www.webster.edu/sexual-misconduct/

**Research on Human Subjects**

The Webster University Institutional Review Committee (IRB) is responsible for the review of all research on human subjects. The
IRB process applies to all Webster University faculty, staff, and students and must be completed prior to any contact with human
subjects. For more information on the IRB, visit:

http://www.webster.edu/irb/index.html

**Course Evaluations**

At the end of this course, you will have the opportunity to provide feedback about your experience. Your input is extremely
valuable to the university, your instructor, and the department that offers this course. Please provide your honest and thoughtful
evaluation, as it helps the university to provide the best experience possible for all of its students.

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**Important Technology Information**

**Connections Accounts**

Webster University provides all students, faculty, and staff with a University email account through Connections. Students are
expected to activate their Connections account and regularly check incoming University email. Students may choose to have their University email forwarded to an alternate email address. Connections account holders can call the Help Desk (314-246-5995 or toll free at 1-866-435-7270) for assistance with this setup. Instructions are also provided on the Information Technology website at:

http://www.webster.edu/technology/service-desk/ (http://www.webster.edu/technology/service-desk/)

WorldClassRoom

WorldClassRoom is Webster’s Learning Content Management System (LMS). Your instructor may use WorldClassRoom to deliver important information, to hold class activities, to communicate grades and feedback, and more. WorldClassRoom is available using your Connections ID at:

https://worldclassroom.webster.edu/ (https://worldclassroom.webster.edu/)

Webster Alerts

Webster Alerts is the University’s preferred emergency mass notification service, available free to current students, faculty and staff at all US campuses. By registering a valid cell phone number and email address, you will receive urgent campus text, voice mail and email communications. Valuable information concerning a range of incidents affecting you - from weather-related campus closures, class delays and cancellations, to more serious or life-threatening events - are immediately and simultaneously delivered through multiple communication channels. To register for Webster Alerts, visit:

http://www.webster.edu/technology/services/webster-alerts/ (http://www.webster.edu/technology/services/webster-alerts/)