

**SINCLAIR COMMUNITY COLLEGE
HEALTH SCIENCES DIVISION**

SYLLABUS

COURSE NO.: ALH 1101
CREDIT HOURS: 2

COURSE NAME: Introduction to Healthcare Delivery
LECTURE HOURS: 1 **LAB HOURS:** 3

INSTRUCTOR:
OFFICE HOURS:
PHONE NO.:
OFFICE NO.:
E-MAIL ADDRESS: Please use eLearning email for all communication

PREREQUISITES

None

REQUIRED TEXTS

Brown, M.B, et al., eds. *Introduction to Healthcare Delivery*. 2nd edition. Dubuque, IA: Kendall-Hunt Publishing Company, 2015. ISBN # 978-1-4652-5034-6.

COURSE DESCRIPTION

Orientation to the healthcare delivery system including history, economics, medical/legal issues, professionalism, ethics, sociological aspects and wellness concepts. Orientation to the use of technology in the healthcare system will also be provided including user interfaces, telecommunications and networks. The development of healthcare team skills including critical thinking and problem solving strategies and multicultural healthcare perspectives will be presented. 2 credit hours. One lecture hours, three lab hours per week.

TECHNICAL REQUIREMENTS

You need to have your student gmail account set up as you will be using the Google Documents feature for this course.

IMPORTANT: You must download and use Firefox 13.0.1 (or higher/newer) for the Google Documents assignment in this course. If you are not currently using this, download it from...
<http://mozilla-firefox.todownload.com/?gclid=CJ7JvYS6srECFWkCQAodhxwALQ>

For additional information go to the Technical Help Page under **Resources** tab.
<http://www.sinclair.edu/academics/dis/pub/distance/webcourse/general/technicalhelp.htm>

LEARNING OBJECTIVES

The learning objectives of this course are to enable the student to:

1. Allied Health Professions and Professionalism: Demonstrate an appreciation for, and knowledge of, interrelationships among allied health professionals.
 - 1.a. Discuss the history of healthcare to include the development of the professions.
 - 1.b. Discuss the impact of social influences on the development of healthcare.
 - 1.c. Discuss the impact of history on the development of healthcare facilities.

- 1.d. Recognize various healthcare professions and their connectivity.
 - 1.e. Express an appreciation for and knowledge of the interrelationship among allied health professions.
 - 1.f. Identify appropriate professional behaviors and attitudes.
2. Interpersonal Communications: Exploration of the development, maintenance, and termination of interpersonal relationships as found in healthcare.
 - 2.a. Define and explain basic terms, principles, and theories of interpersonal communication.
 - 2.b. Demonstrate understanding of the following aspects of interpersonal relationships: verbal, nonverbal, listening, perception, conflict, power, influence, gender, and diversity.
3. Critical Thinking in Healthcare: Demonstrate effective critical thinking and problem-solving strategies for quality healthcare delivery.
 - 3.a. Identify models of problem solving.
 - 3.b. Utilize methods of evaluating appropriateness, truthfulness, usefulness and validity of online resources.
 - 3.c. Apply appropriate problem-solving methods to a given simulation with attention to consequences.
4. Components of Healthful Living: Identify the components of healthful living that reflect an appreciation for the community at large and self with regards to the promotion of healthy lifestyles.
 - 4.a. Identify aspects of a healthful lifestyle.
 - 4.b. Assess the impact of personal behavior, environment and culture on healthful living.
5. Dynamics of Society and Healthcare: A critical analysis of the dynamics between society and their relationship to healthcare.
 - 5.a. Examine the nature of cultural groups within the healthcare delivery system.
 - 5.b. Examine the impact of public policy on the United States healthcare system.
 - 5.c. Examine healthcare inequities with the United States healthcare system with regards to class, race, gender and age.
6. Principles of Medicolegal Issues: Identify basic principles of medicolegal issues in healthcare delivery including proprietary software, data security, information privacy and confidentiality.
 - 6.a. Recognize medicolegal terminology.
 - 6.b. Identify legal and ethical issues in the healthcare delivery system.
 - 6.c. Discuss HIPAA and its impact on patient rights, electronic data and confidentiality.
 - 6.d. Recognize patient rights.
 - 6.e. Examine code of ethics of a given profession.
 - 6.f. Apply code of ethics of a given profession to assigned simulation.
7. Knowledge of Healthcare Economics: Demonstrate knowledge of how economics impact healthcare.
 - 7.a. Identify different types of healthcare insurance.
 - 7.b. Identify and discuss the challenges of the delivery of healthcare across the nation.
 - 7.c. Debate pros and cons of the healthcare delivery system.
8. Technology of Healthcare: Describe technology-based allied health applications in hospitals, community health agencies, education and research.
 - 8.a. Demonstrate basic skills in computer productivity software, word-processing, spreadsheet, presentation and desktop publishing.
 - 8.b. Demonstrate basic and advance skills in Internet searching.
 - 8.c. Demonstrate use of course management software.
 - 8.d. Examine current applications of technology in healthcare.

8.e. Report the impact of technology in the future of healthcare.

FACULTY RESPONSIBILITIES

- Faculty will be prepared prior to class meeting times.
- Faculty will present students with an explanation and/or demonstration of each learning exercise during class time. If explanation and/or demonstration is missed, the student will be responsible for independently obtaining the appropriate information necessary to become proficient in the exercise.

STUDENT RESPONSIBILITIES

- Students are to **read assigned material** prior to class meeting times.
- Students are to use the **reading objectives** provided to focus on the important concepts found in the assigned reading.
- Students are required to **come to lecture and lab prepared** to discuss the assigned reading material and objectives.
- Questions on the **quizzes** will be **based on the reading objectives**.
- The **tests** will assess the students' understanding of the assigned reading, lecture material and lab activities.
- Students are required to **come to lab prepared** to use software applications discussed in the assigned reading material.
- **Additional time is required outside of the scheduled lab sessions** to complete projects and assignments.
- Students are expected to follow written and oral directions given to them concerning completion of assignments.
- ALH 1101 course information will be located in the ALH 1101 Course Enhancement on the Web. Students will receive an orientation to the Web site in the lab section.

Attendance/Participation Policy:

There are **NO EXCUSED ABSENCES**. Attendance will be taken as follows:

- Two (2) points taken off for each non-attendance for sections meeting 1 hour and 10 minutes per class time.
- Three (3) points taken off for each non-attendance for sections meeting 1 hour and 50 minutes per class time.
- Six (6) points taken off for each non-attendance for sections meeting 3 hours and 40 minutes per class time.

Tardies/Leaving Early

- One (1) point taken off for each tardy (arriving 1 minute or later past the time of the start of class) for sections meeting 1 hour and 10 minutes per class time.
- Two (2) points taken off for each tardy (arriving 1 minute or later past the time of the start of class) for sections meeting 1 hour and 50 minutes per class time.
- Three (3) points taken off for each tardy (arriving 1 minute or later past the time of the start of class) for sections meeting 3 hours and 40 minutes per class time.
- **A student will be counted absent if more than 15 minutes late for class or leaves more than 15 minutes before class is over.**

Other Policies:

In a highly interactive environment, it is important that we treat each other with respect. Be sensitive and courteous to others when you write your messages in discussion forums and when involved in inclass discussions. Make your communications as clear as possible. Do not type IN ALL CAPITAL LETTERS as

this is regarded as YELLING or SCREAMING in the online environment. Most importantly, think before you write or speak!

Late assignments: No late assignments will be accepted. NO EXCEPTIONS!

Extra credit: There is **NO** extra credit in this course.

Commitment to Learning (CTL) Points :

As a future healthcare professional, students will find many expectations placed on them. Graduates are required to make a commitment to their learning and professional career. To help students develop this commitment, 35 CTL points are awarded. CTL points will be deducted for attendance/lateness, non-participation or inadequate participation, non-completion of all assignments in course and inappropriate use of cell phones and computers during class time.

Points are deducted for the following:

- Attendance/lateness - 1 to 6 points - see attendance policy above.
- Completing assignment and quizzes by due date - 2 points deducted for EACH missed deadline.
- Not being prepared for class - 1 point for EACH instance of not being prepared for class (i.e. homework not completed, does not have textbook during class).
- Using computer during class time (once class has started) for non-class related use (i.e. checking facebook, personal email, working on schedules etc) - 2 points for each instance use of computer for non-class related work.
- ANY use of cell phone during class period - this INCLUDES (but is not limited to) checking for text messages, texting - 2 points deducted for EACH instance of use of cell phone during class.

GRADING

Assignments	Due Date	Points Available
Quizzes	See Lecture/Lab Schedules	100 points
Discussion Forums	See Lecture/Lab Schedules	205 points
Assignments	See Lecture/Lab Schedules	230 points
Presentations	See Lecture/Lab Schedules	130 points
Commitment to Learning	See Lecture/Lab Schedules	35 points
Total Points Available		700 points

GRADING SCALE

Points	Grade
627-700	A (90-100)
557-626	B (80-89)
486-556	C (70-79)
417-485	D (60-69)
0-416	F (59 and below)

The instructor will not award an "Incomplete" grade because students did not manage their time effectively to complete this course. It is each student's responsibility to effectively manage the time and effort required to complete this course. Your instructor expects assignments to be completed on time.

You need at least a "C" to pass this course. Any grade lower than a "C" will result in you needing to repeat this course.

The instructor reserves the right to use resources such as www.plagiarism.org and www.turnitin.com as appropriate to facilitate detection of plagiarism.

**ALH1101 – INTRODUCTION TO HEALTHCARE DELIVERY
COURSE EXERCISES**

EXERCISE		POINTS
Commitment to Learning	CLT	35
Getting Started Right	Assignments	10
Library Resources Dropbox	Assignments	10
Basic Search Exercise	Assignments	10
Email to Principal Drop Box	Assignments	4
Letter to School Board Drop Box	Assignments	5
Creating a Spreadsheet with a Graph Drop Box	Assignments	15
Memo to Teachers Drop Box	Assignments	4
Measles Poster Drop Box	Assignments	7
Measles Presentation Drop Box	Assignments	15
Allied Health Professions Write-up	Assignments	15
Ban on Hiring Smokers	Assignments	15
Ban on Hiring Smokers Critical Thinking Paper	Assignments	25
Professional Image Video Summary	Assignments	20
Public Health	Assignments	10
Health Goal	Assignments	15
EMR	Assignments	25
Telemedicine Writing Assignment	Assignments	20
Computerized Devices Key Terms Matching Quiz	Assignments	30
Introduction Discussion Forum	Discussions	15
Healthcare through History	Discussions	15
Healthcare through History PUBLIC discussion Forum	Discussions	10
Communication Activity DF	Discussions	25
Ethics Discussions	Discussions	25
Ethics Discussions – PUBLIC Forum	Discussions	10
Healthcare Reform Discussions	Discussions	25
Robotics in Healthcare Discussion Forum	Discussions	25
Computerized Devices Discussion	Discussions	20
Chapter 1 Quiz – Personality	Quizzes	10
Cyber Security Quiz	Quizzes	10
History of Healthcare Quiz	Quizzes	10
Team Work Quiz	Quizzes	10
Therapeutic Communication Techniques Quiz	Quizzes	10
Communications Quiz	Quizzes	10
Problem Solving Quiz	Quizzes	10
Wellness/Illness Quiz	Quizzes	10
Public Health Quiz	Quizzes	10
Ethics Quiz	Quizzes	10
Legal Process Quiz	Quizzes	10
Economics Quiz	Quizzes	10
EHR quiz	Quizzes	10
Telehealth Quiz	Quizzes	10
Culture Quiz	Quizzes	10
Use of Technology in Healthcare – PUBLIC Forum	Presentations	75
Culture Assignment	Presentations	35
Culture Discussion Forum – PUBLIC	Presentations	20