Master of Science in Long Term Care Administration

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Program Description
The Master of Science in Long Term Care Administration (LTC) is designed to meet the needs of individuals interested in advancing their careers in the growing field of services and facilities targeting the needs of the elderly. The Long Term Care program offers students an opportunity to prepare for careers in areas including nursing homes, senior centers, offices on aging, adult day care centers, continuing care retirement communities, assisted living, home care agencies, and other public and private organizations which service senior citizens. The program requires completion of 16 courses (48 credits): LTC core courses (10 courses), Health Administration electives (3 courses), and Gerontology electives (3 courses).

Core Courses (10 required):
HAD 552 Health Administration
HAD 553 Health Care Organization
HAD 560 Health Care Informatics
HAD 600 Ethics of Health Care
GRG 550-560 Proseminar in Gerontology I and II
GRG 570 Delivery of Human Services to the Older Person
GRG 605 Long-Term Care and Living Arrangements
GRG 795 Advanced Research Seminar in Gerontology
HSV 550 Health Services Research

Administration Electives (3 required):
HAD 557 Health Care Strategic Planning and Marketing
HAD 554 Health Care Law
HAD 555 Accounting for Health Care Organizations
HAD 556 Financial Management of Health Care Organizations

Gerontology Elective (3 required):
GRG 650 Dementia in Older Adults
HAD 570 Psychosocial Aspects of Chronic Illness and Disability*
GRG 791-792 Advanced Internship (Independent Study)

Health Administration Course Descriptions

HAD 552 Health Administration (3 credits)
An introduction to the principles of administration within health and human services organizations and the basic concepts of leadership and organizational theories relevant to effective administration of healthcare institutions. Organizations are viewed as open systems requiring constant interactions with the environment. Considerable emphasis is placed on quality improvement and organizational change.

HAD 553 Health Care Organization (3 credits)
An overview of the organization, structure, and financing of the healthcare delivery system in the United States. The various elements comprising the system will be presented, along with an exploration of the basic concepts and measures of health, disease, needs, quality, and utilization. Issues in healthcare resourcing, institutions, and system organization will be examined.

HAD 554 Health Care Law (3 credits)
An examination of the major legal issues encountered in the healthcare field by administrators and practitioners. Among the topics to be included are principles of liability, legal aspects of medical ethics, and legislative and regulatory factors in healthcare delivery. Prerequisites: three core courses – HAD 552, HAD 553, HAD 600, HSV 550, or HSV 551.

HAD 555 Accounting for Health Care Organizations (3 credits)
An introduction to basic accounting techniques used in the healthcare industry. Prerequisites: three core courses – HAD 552, HAD 553, HAD 600, HSV 550, or HSV 551.

HAD 556 Financial Management of Health Care Organizations (3 credits)
An introduction to the basic theories and practices of financial management as they relate to healthcare organizations. Course includes budgeting principles. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, and HSV 551.
HAD 557 Health Care Strategic Planning and Marketing (3 credits)
An introductory course that examines the foundations, principles, and basic applications of this field. Internal and external forces that shape marketing policies and planning are explored. Topics include the development of marketing strategies and programs, as well as marketing mix variables and general healthcare planning. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, and HSV 551.

HAD 558 Hospital Administration (3 credits)
In depth study of hospital operations with emphasis on not-for profit/nonprofit settings; focus on departmental operations, role of administration, the board, and medical staff. Includes legal and reform trends affecting hospitals, financial mechanisms, budgeting, labor relations and corporate restructuring. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, and HSV 551.

HAD 559 Health Policy (3 credits)
The formulation and analysis of health policy at federal, state, local, and corporate levels. This course presents an overview of the legislative, regulatory, and political processes and their effect on the healthcare system. Provides a conceptual and analytic framework for policy analysis regarding policy formulation, adoption, implementation, operation, evaluation, and termination. Pragmatic application of policy analysis tools is included. Prerequisites: three core courses- HAD 552, HAD 553, HAD 600, HSV 550, or HSV 551.

HAD 560 Health Care Informatics (3 credits)
A survey of the current use of information technology in the clinical and management practice for the healthcare delivery enterprise. Students will become familiar with the basic terminology, strategies, and utilization of IT as a key component in the delivery of patient care. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, and HSV 551.

HAD 561 Health Care and the Internet (3 credits)
Examination of the specific roles that internet technology plays in healthcare. Observations and trends that play a significant role in improving the quality of healthcare delivery will be discussed. Various components such as intranets, extranets, knowledge management and web design concepts will be explored.

HAD 562 Health Information Management Systems Data and Infrastructure (3 credits)
Analysis and case study of IT networks, internets, data interchange, data access, and data management. Prerequisite: for Healthcare Informatics students only and HAD 560 is preferred.

HAD 563 Health Information Management Systems Applications (3 credits)
Case study of the foundation and incorporation of the critical IT applications in the modern healthcare delivery enterprise. Specific applications will be explored with an emphasis placed on the practice of Managed Care.

HAD 564 Computer-Based Patient Record (CPR) (3 credits)
An in-depth analysis of the Institute of Medicine’s (IOM) standards, requirements, attributes, and benefits of the CPR and its use in the healthcare delivery enterprise. The use of data warehouses, data repositories, and integration technology will be explored relevant to CPR development along with the various issues and strategies for implementation.

HAD 570 Psychosocial Aspects of Chronic Illness and Disability (3 credits)
A survey of psychological, social, and behavioral theories and principles as they relate to the experiences of chronic illness and disability. The course will emphasize the impact of these experiences on the patient in terms of motivation and life satisfaction, restructuring social support systems, and changes in psychosocial/developmental needs. Attention will be given to the changing role of the health professional as direct care provider, manager, consultant, and advocate. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, and HSV 551.

HAD 600 Ethics of Health Care (3 credits)
A critical examination of the central ethical issues in the healthcare field. Issues to be treated include euthanasia, life-prolonging medical technologies, abortion, screening for genetic defects, experimentation and informed consent, distribution of scarce medical resources, the right to healthcare, and its implications for the healthcare delivery system. Necessary background in moral philosophy will be provided.
HAD 601 Fieldwork in Health Administration (3 credits)
Students who have a GPA of 3.5 or higher may pursue experiential learning through fieldwork or internship in an approved healthcare facility or nonprofit organization. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, HSV 551 plus one administrative course (either HSV 554, HAD 555, HAD 556 or HAD 560).

HAD 602 Directed Research in Health Services (3 credits)
The Health Services Department provides opportunities for selected students to conduct independent research under the supervision of department faculty. Students desiring to participate in Directed Research must identify and meet with a faculty mentor, submit a formal research proposal with proposed timeline for completion, and obtain approval for the project from the faculty mentor, program director, department chair and associate dean. Prerequisites: HAD 552, HAD 553, HAD 600, HSV 550, HSV 551 plus one administrative course (either HSV 554, HAD 555, HAD 556 or HAD 560).

Health Services Courses

HSV 550 Health Services Research (3 credits)
Explores the history of health research, basic principles and types of research in order that health professionals will be able to critically evaluate research in their respective fields. This course is a combination of lecture, discussion and experiential learning designed to instill a critical understanding of the research process for application to clinical practice.

HSV 551 Managed Health Care (3 credits)
This course is an introduction to managed care including current and evolving models, terminology, and differences among insurers and payor types. The course will focus on the use of financial incentives to restrain healthcare costs and the role of utilization review, peer review, provider.

HSV 700 Integrative Capstone Course in Health Services (3 credits)
An integrative capstone course in which the student is expected to integrate and synthesize prior course work and to demonstrate competence in health services through the analysis of complex cases in health services delivery and management and the development of a case of his/her own based on experience and observation. Integrative Capstone should be the final course in the curriculum. Prerequisites: HAD 552, HAD 553, HAD 555, HAD 556, HAD 560, HAD 600, HSV 550, HSV 551, and HSV 554