

Healthcare Leadership & Policy

CMWL-4685

Fall 2021 Section 02D 3 Credits 08/11/2021 to 12/10/2021 Modified 07/22/2021

Description

Special topics courses in this degree program explore subject areas at the leading edge in this field. Titles and descriptions of specific courses to be inserted at time of offering. Course may be repeated for credit up to 20 times.

Requisites

Prerequisites:

Community Health & Wellness CMWL

Corequisites:

Contact Information

Office Location: COLSM 2036

Telephone (direct): 678-839-3784

Telephone (department): 678-839-6530

Westga email: jbranden@westga.edu

Office Hours: Monday and Tuesday 11:00-2:00 or by appointment

Meeting Times

Class	8:00 am - 9:15 am	TUE	COLSM - Coliseum	Room: 3009
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This course is a 94% hybrid/online course.

Materials

Required Instructional Resource: TK20 Subscription

All students admitted to an undergraduate or graduate program in the College of Education are required to purchase a Tk20 account as a required instructional resource.

Please select the link to access a pdf guide on [how to purchase your account](#)

https://www.westga.edu/academics/education/assets/docs/tk20_how_to_pdf/How_to_purchase_a_tk20_account.pdf.

You will receive account activation confirmation from Watermark Support. As soon as your account has been activated, please

select the link to access a pdf guide on [how to log into your Tk20 account](#)

https://www.westga.edu/academics/education/assets/docs/tk20_how_to_pdf/How_to_log_into_your_tk20_account.pdf.

If you have purchased a subscription previously, DO NOT re-subscribe. A Tk20 subscription is valid for 10 years. For assistance, email tk20@westga.edu.

The following students do not need to purchase a TK20 account:

- If you are enrolled in an EDUC course (undergraduate), but have not been admitted into the Teacher Education program within the College of Education, then you do NOT need to purchase a Tk20 account at this time.
- If you are enrolled in an EDLE course (graduate), but have not been admitted into the College of Education graduate program, then you do NOT need to purchase a Tk20 account.

If you mistakenly purchased a Tk20 account:

- From the UWG Bookstore, then contact the [UWG Bookstore \(https://bookstore.westga.edu/\)](https://bookstore.westga.edu/) for more information regarding their refund policy.
- From Watermark, then a refund can be processed within 30 days of purchase. Please email tk20@westga.edu for more information.

For additional guides, access the UWG Tk20 webpage [here \(https://www.westga.edu/academics/education/tk20-system.php\)](https://www.westga.edu/academics/education/tk20-system.php).

If you are a Community Health and Wellness minor, you do NOT need to purchase a Tk20 account at this time.

New Leadership for Today's Health Care Professional

Author: Rubino, Esparza, & Chassiakos

Publisher: Jones & Bartlett

Edition: 2nd

ISBN: 978-1284148640

Outcomes

Course Learning Outcomes:

- I. Identify how to engage in professional development to maintain and/or enhance proficiency and the components for successful leadership. (CHES 8.3)
- II. Demonstrate strategic planning with appropriate stakeholders. (CHES 7.5)
- III. Describe how to engage coalitions and stakeholders in addressing the health issues and planning advocacy efforts. (CHES 5.2)
- IV. Identify a current or emerging health issue requiring policy, systems, or environmental change and describe the process. (CHES 5.1)
- V. Explain current practice in accordance with established ethical principles, theories, or frameworks. (CHES 8.1)
- VI. Evaluate coordinate relationships with partners and stakeholders (e.g., individuals, teams, coalitions, and committees). (CHES 7.1)
- VII. Practice management of fiduciary and human resources. (CHES 7.3 & 7.4)
- VIII. Determine factors that affect communication with the identified audiences, deliver the communication effectively and evaluate communication. (CHES 6.1, 6.2, 6.5, & 6.6)

Evaluation

Criteria

Grading Information and Policy

Students are graded using the following scale:

A = 445-400 points

B = 399-356 points

C = 355-311 points

D = 310-267 points

F = 266 or less points

Breakdown

Assignment	Course Objective(s)/ Key Assessment	Points	Assessment Tools	Submit via:
Syllabus Quiz		5pts	Answer Sheet	Course Den
Module Assignments	1-8	5 @ 10 pts (50)	Rubric	Course Den
Case Study	1-8	6 @ 10 pts (60)	Rubric	In class or Course Den
Chapter Quiz	1-8	14 @ 15 pts (210)	Answer Sheet	Course Den
Discussions	1-8	7 @ 10pts (70)	Rubric	Course Den
Final Exam	1-8	50	Rubric	Course Den

☰ Assignments

Case Studies: Read the chapter's case study and then using the chapters content answer all the questions. Submit the case study through Course Den.

Flipgrid Discussion: After reading the chapter's text, answer the prompted question(s) and record your response in Flipgrid. You must respond to at least one other student's post in Flipgrid.

Assignments: Written assignments and completed by using the text's material and other course material. Submit the assignment through Course Den.

Quizzes: Each chapter has a quiz that covers content from the textbook.

📅 Schedule

Module	Begin Date	End Date	Topic/Activity/Reading Assignment	Assignment Name and Due Date
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	1/11	1/15	Orientation, Course introductions; professional dispositions, TK20, class expectations Start Here Folder	Syllabus Quiz & Flipgrid Introduction due by 11:59 p.m. on 1/17/21
1	8/16	8/29	Module 1: A New Call for Leadership & Developing Healthcare Leaders Reading Assignment: Chapter 1 & 2	All Assignments due by 11:59 p.m. on 8/29/2021 <ul style="list-style-type: none"> • Chapter Quiz 1 & 2 • Flipgrid Discussion • Leadership Self Assessment
2	8/30	9/12	Module 2: Culturally Competent Leaders & Professionalism Reading Assignment: Chapter 3 & 4	All Assignments due by 11:59 p.m. on 9/12/2021 <ul style="list-style-type: none"> • Quiz: Chapter 3 & 4 • Flipgrid Discussion • Case Study: Chapter 3 & 4
3	9/13	9/26	Module 3: Human Resources & building Successful Teams Reading Assignment: Chapter 5 & 7	All Assignments due by 11:59 p.m. on 9/26/2021 <ul style="list-style-type: none"> • Quiz: Chapter 5 & 7 • Flipgrid Discussion • Case Study: Chapter 7
4	9/27	10/10	Module 4: Strategic Thinking & Quality Initiatives Reading Assignment: Chapter 6 & 8	All Assignments due by 11:59 p.m. on 10/10/2021 <ul style="list-style-type: none"> • Quiz: Chapter 6 & 8 • Flipgrid Discussion • SWOT Analysis Worksheet
5	10/11	10/24	Module 5: Collaborative Leadership & Community Outreach Reading Assignment: Chapter 9 & 15	All Assignments due by 11:59 p.m. on 10/24/2021 <ul style="list-style-type: none"> • Quiz: Chapter 9 & 15 • Flipgrid Discussion • Emotional Intelligence Assessment • Case Study: Chapter 15

6	10/25	11/7	<p>Module 6: Policy</p> <p>Reading Assignment:</p> <ul style="list-style-type: none"> Public Policy, Public Health, and Health Policy Understanding the Role of and Conceptualizing Health Policy and Law 	<p>All Assignments due by 11:59 p.m. on 11/7/2021</p> <ul style="list-style-type: none"> Quiz: Policy Flipgrid Discussion Health Policy Assessment Health Policy Process
7	11/8	11/21	<p>Module 7: Governance & Future Trends</p> <p>Reading Assignment: Chapter 14 & 17</p>	<p>All Assignments due by 11:59 p.m. on 11/21/2021</p> <ul style="list-style-type: none"> Quiz: Chapter 14 & 17 Flipgrid Discussion Case Study: Chapter 14
8	11/29	12/5	<p>Module 8: Financial Considerations & Final Exam</p> <p>Reading Assignment: Chapter 12</p>	<p>All Assignments due by 11:59 p.m. on 12/5/2021</p> <ul style="list-style-type: none"> Quiz: Chapter 12 Case Study: Chapter 12 Final Exam

* Course Policies and Resources

Late Work:

It is the student's responsibility to ensure that all requirements are completed in a timely manner. Students are expected to turn in all work by the deadline given. However, to allow for illnesses and emergencies, partial credit will be given for late assignments. Each day late will result in a heavier point deduction. Assignments submitted any time after the 11:59 p.m. deadline will result in the deduction noted. There is no exception to this rule.

After 3 days, a grade of zero will be recorded for that assignment. Quizzes, discussions, and the final exam will not be accepted late, therefore failure to complete these assignments will result in a zero. Below is a list of point deductions per assignment per day late:

Assignment	1 day late	2 days late	3 days late
Assignments and Case Studies	-2 pts.	-4 pts.	-6 pts.

Technology Needs for the Course: A computer with audio and video capabilities, an Internet connection, and a CourseDen compatible browser are necessary to support appropriate interactions for this course. UWG offers several computer labs on campus for students to use free of charge. You can find more information at Information Technology Services. CourseDen and any other distance education supplemental software that a specific instructor may wish to use is provided freely to all students at the UWG SITS center on front campus drive. All submitted assignments in this course will be submitted in an approved format (.doc, .xls, .pdf, .jpeg, .png) that is compatible with CourseDen. CourseDen does not support Apple word processing programs including Pages, Keynote, and Numbers. Any assignments submitted in an unsupported format will earn 0 points.

Academic Honesty:

All work completed in this course must be original work developed this semester. Students are expected to adhere to the highest standards of academic honesty. Plagiarism occurs when a student uses or purchases ghostwritten papers. It also occurs when a student utilizes ideas or information obtained from another person without giving credit to that person. If plagiarism or another act of academic dishonesty occurs, it will be dealt with in accordance with the academic misconduct policy as stated in the latest Student Handbook and the Graduate Catalog

Professional Conduct:

Students in this class are considered professionals-in-training and, as such, are expected to conduct themselves professionally. Professionalism includes behavior related to, but is not limited to, attendance, class participation, appearance, communication, ethics, responsiveness and reaction, participation and professional development. The professional dispositions rubric is posted in Course Den.

Each student is expected to abide by the following dispositions:

- Pay attention and be actively involved in each class session
- Be on time for each class session
- Keep up with the daily workload and be ready to turn an assignment in on time.
- Be prepared for each class session.
- Dress appropriately
- Be open and honest with your instructor
- Cell phones on silent and put away- Using cell phone during class may result in an absence and dismiss from the class.

Cell phones and electronic equipment

The use of cell phones and computers, including texting and internet, is not permitted in this class, unless being used for a specific assignment. If you expect an emergency phone call, you may place your phone on silent or vibrate and answer it outside the classroom. Any non-class-related use of electronic devices (including doing homework for another class) is considered unprofessional and is not accepted in this class. If you are found using any electronic device for non-class-related purpose, you will be asked to leave the class and your attendance will be reported as an absence.

UWG Student Code of Conduct 2017-2018

https://www.westga.edu/administration/vpsa/assets/docs/2017_2018_Code_of_Conduct.pdf

3.0 DISRUPTIVE BEHAVIOR

3.1 Interfering with normal University sponsored activities, including, but not limited to, studying, teaching, research, campus events, University administration, student conduct proceeding, or public service activity, police, or emergency services.

3.2 Classroom disruptions: Any classroom behavior that interferes with the instructor's ability to conduct class or the ability of other students to learn. Examples of disruption include, but are not limited to, the following: allowing personal electronic communication devices to ring, beep, or vibrate, making or receiving phone calls or pages, or engaging in conduct that causes or provokes a disturbance that disrupts academic pursuits, or infringes upon the rights of others. (In relation to this section, instructors may also include in their syllabus specific behaviors they consider to be inappropriate for a particular course.)

Network Etiquette:

Communication in an online class takes special consideration. Please read the short list of tips below:

- Be sensitive and reflective to what others are saying.
- Don't use all caps. It is the equivalent of screaming.
- Don't flame - These are outbursts of extreme emotion or opinion.
- Think before you hit the post (enter/reply) button. You can't take it back!
- Don't use offensive language.
- Use clear subject lines.
- Don't use abbreviations or acronyms unless the entire class knows them.
- Be forgiving. Anyone can make a mistake.
- Keep the dialog collegial and professional.

Responsive and Reactive

Students are expected to maintain the highest professionalism in and out of the classroom. Professional responsive and reactive guidelines include:

- Receptive to feedback and open to discussions on how to improve and implement suggestions
- Respectful and sensitive towards other's opinion, even when that opinion differs from yours
- Refrains from negative sarcasm and remarks when working with others and the instructor
- Approaches the instructor in a polite and professional manner to discuss grades
- Works cooperatively with others in the class during group assignments
- Is open to hearing other's opinions and thoughts but still be willing to agree to disagree
- Is not dismissive to the instructor and other classmates
- Respects diversity

Expected Response Times

Students can expect a response to an e-mail or voicemail within 48 hours. As for assignments, I will make every attempt to return them within 7-10 days, but the amount of feedback required may extend that time.

Required Instructional Resource: TK20 Subscription

Tk20 is a required instructional resource for all students admitted in a COE program. See the Tk20 statement under the "Materials" section of the syllabus. Email tk20@westga.edu (<mailto:tk20@westga.edu>) for more information.

College/School Policies

College of Education Vision

The College of Education at the University of West Georgia will be recognized for *Innovation in Teaching, Leadership, and Wellness* with programs designed to transform lives and contribute to the betterment of society.

College of Education Mission

Locally connected and globally relevant, the Mission of the College of Education is to prepare graduates for professional careers in diverse settings within three dynamic areas of focus: *Teaching, Leadership, and Wellness*. With programs that range from undergraduate through doctoral study, the College of Education is committed to excellence in pedagogy, professional service, engaged partnerships, and applied research.

Diversity and Inclusion Statement for the College of Education

The College of Education (COE) embraces diversity across dimensions, including, but not limited to, age, religion, creed, education, ethnicity, gender expression, national origin, physical and cognitive ability, race, sex, sexual orientation, socioeconomic class, and veteran status. Building on these identities, we support empathy, social and environmental justice, and an ethical framework for our actions. In accordance with the University of West Georgia and all of our departments, the COE denounces institutional and systemic racism and other forms of biases and is committed to taking actionable steps toward dismantling these systems and working toward equity and inclusion. The full COE Diversity and Inclusion Statement may be viewed on the website homepage of the College of Education.

Institutional Policies

Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database

collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please visit the [Office of Community Standards](https://www.westga.edu/administration/vpsa/ocs/index.php) (<https://www.westga.edu/administration/vpsa/ocs/index.php>) site.

Academic Support

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact [Accessibility Services](https://www.westga.edu/student-services/counseling/accessibility-services.php) (<https://www.westga.edu/student-services/counseling/accessibility-services.php>).

Center for Academic Success: The [Center for Academic Success](http://www.westga.edu/cas/) (<http://www.westga.edu/cas/>) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu.

University Writing Center: The [University Writing Center](https://www.westga.edu/writing/) (<https://www.westga.edu/writing/>) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu.

Online Courses

UWG takes students' privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the [UWG Online](https://uwgonline.westga.edu/) (<https://uwgonline.westga.edu/>) site.

Students enrolled in online courses can find answers to many of their questions in the [Online/Off-Campus Student Guide](http://uwgonline.westga.edu/online-student-guide.php) (<http://uwgonline.westga.edu/online-student-guide.php>).

If a student is experiencing distress and needs help, please see the resources available at the [UWG Cares](http://www.westga.edu/UWGCares/) (<http://www.westga.edu/UWGCares/>) site. [Online counseling](https://www.westga.edu/student-services/counseling/index.php) (<https://www.westga.edu/student-services/counseling/index.php>) is also available for online students.

UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student's responsibility to check his or her email.

Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university

grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: http://www.usg.edu/hb280/additional_information# (http://www.usg.edu/hb280/additional_information)

You may also visit our website for help with USG Guidance: <https://www.westga.edu/police/campus-carry.php> (<https://www.westga.edu/police/campus-carry.php>)

Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the [Counseling Center](#). Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in [Health Services](#). To report a concern anonymously, please go to [UWGcares](#).

ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the [E.L.L. resource page](#) for more information.

COVID-19

The health and safety of our students, faculty, and staff remain the University of West Georgia's top priority.

For the most recent information on coronavirus disease (COVID-19) visit:

- [UWG's Guidance on Face Coverings \(https://www.westga.edu/coronavirus-info/return-to-campus/faq/what-is-the-guidance-on-the-use-of-face-coverings.php\)](https://www.westga.edu/coronavirus-info/return-to-campus/faq/what-is-the-guidance-on-the-use-of-face-coverings.php)
- [Centers for Disease Control and Prevention FAQ \(https://www.cdc.gov/coronavirus/2019-ncov/faq.html\)](https://www.cdc.gov/coronavirus/2019-ncov/faq.html)
- [Georgia Department of Public Health \(https://dph.georgia.gov/\)](https://dph.georgia.gov/)

Additional Items
