

## SYLLABUS

1. Wayland Baptist University, Virtual Campus, School of Business
2. Mission Statement: Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.
3. Course: **HLAD 4340** – VC01 Long-Term Health Care Administration
4. Term: Winter
5. Instructor: Dr. Lloyd L. Cannedy
6. Office Phone and email: 940-855-4322, [CanCo1@hughes.net](mailto:CanCo1@hughes.net), [lloyd.cannedy@wayland.wbu.edu](mailto:lloyd.cannedy@wayland.wbu.edu)
7. Office Hours, Building, and Location: By Appointment, Call Field Center Wichita Falls Campus
8. Class Meeting Time and Location: Monday 12:05 a.m. – Sunday 11:55 p.m. CST, Blackboard
9. Catalog Description: Legal, social, and economic ramifications of directing a skilled, intermediate, or other long-term care facility. Required to qualify to take the nursing home administrator licensure examination.
10. Prerequisites: none
11. Required Textbook and Resources:

<b>BOOK</b>	<b>AUTHOR</b>	<b>ED</b>	<b>YEAR</b>	<b>PUBLISHER</b>	<b>ISBN#</b>	<b>REVIEW</b>
<a href="#"><u>Nursing Home Administration</u></a>	Allen	5th	2008	Springer	0-8261-53941	Spring 09

12. Optional Materials: Internet Access, Microsoft Word or Works, Wayland Baptist Email Account

13. Course Outcome Competencies:

Upon completion of this course the student should be able to:

- Identify the basic organizational structure of Nursing facility management
- Cite the requirements for Nursing Home Administrators License.
- Identify the key functional areas of the nursing facility.
- Cite the educational requirements of the nursing home administrator.
- Identify key requirements for Texas State Nursing Home Licensure.
- Cite the Federal Laws and Regulations that govern the Nursing Facility.
- Cite criteria required for certification of nursing facilities.
- Identify the nine federal core knowledge areas required for nursing facility administrators.
- Explain the significance of the resident assessment.
- Identify the six content areas “Domain of Practice” for the National Licensure Examination.
- Explain the requirements for Nursing facility admission as applicable to Medicaid and Medicare clients.

14. Attendance Requirements: Students are expected to make class attendance/performance a priority. They should make every effort to attend/perform all class assignments. Absences of such performance must be explained to the Professor, who will then determine how the omitted work must be made up. When the student reaches that number of absences considered by the Professor to be excessive, the Professor will so advise the student and will file an Unsatisfactory Report with the respective Center Dean’s office. Any student missing 25% or more of regularly scheduled class meetings will receive a grade of F in the course. Students are evaluated for class participation and are encouraged to contribute in a motivated and appropriate manner. However, students who are disruptive will be dismissed from the class. A meeting will be scheduled between the Center Dean and the student to discuss causes of the disruption. Students will be permitted to return to that class for the remainder of the term only with the permission of the Center Dean and then only after the Dean and the Professor have reached agreement that the student will be returned to that class. Students who persist in

disruptive behavior will be administratively withdrawn from enrollment in that class for the remainder of the term. The above is the prevailing policy adopted for each class by Wayland Baptist University.

15. Disability Statement: “It is university policy that no otherwise qualified disabled person be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university.”

16: Course Requirements and Grading Criteria: Each week the student is to: (1.) read and study the assigned textbook chapters, (2.) visit the Professor’s lecture comments, (3.) access the Internet Links provided under “Web Links” and (4.) work the exercises indicated under “Assignments”. The assessments are to be completed no later than Sunday 11:55 p.m. CST of the assigned week. The student may access these grades weekly by clicking on the “grade book” at the course website. The students have a full week to complete assignments; therefore, **no assignments will be accepted late**. These assignments constitute 25% of the student’s final grade.

Two examinations will be given. A mid-term examination will be held the 6<sup>th</sup> class and a final exam given on the last class. These examinations will not require a proctor, but will be timed and password controlled. The two examinations will each constitute 25% of the student’s final grade. There will be a two-hour limit for these examinations and the exams will be closed book.

An in-depth term paper project must also be developed on an approved topic encompassing extensive library and Internet search. Undergraduate students will select from the approved topics listed below. These topics are not fully developed in the text and will require from the student an added level of inquiry and research consistent with collegiate performance. **All papers must be written using the APA style.** A simple compilation of the authoritative works on a subject will be necessary but insufficient to properly complete the project. A thorough analysis of the subject must be made with conclusions developed by the student. This paper is due no later than the **tenth** week of the scheduled term and will be worth 25% of the student’s final grade. It may be either e-mailed to the Professor or forwarded by mail to 1124 Rathgeber, Wichita Falls, TX 76310.

#### Approved Undergraduate Term Paper Topics -

1. The Omnibus Budget Reconciliation Act: Challenges Facing Today’s Nursing Homes
2. The Eden Alternative to Conventional Nursing Home Operation
3. An Analysis of Six Major Nursing Home Scandals: A Review of Real World Occurrences and Suggested Remedies
4. Organization, Operation and Financing of Adult Day Care Services
5. The Twelve Administrative Imperatives of Nursing Home Patient Advocacy
6. Special Considerations in Serving the Young Nursing Home Patient
7. An Evaluation of the Role of the Local Ombudsmen in Nursing Home Care Delivery
8. Decubitus Ulcers: The Administrator’s Role in Prevention and Treatment
9. Distinguishing Behavioral Characteristics of the Christian Nursing Home Administrator
10. An Examination of the Advantages and Shortcomings of Physician Nursing Home Board Membership
11. The Effectiveness of Swing Beds in an Acute Care Environment
12. The Availability, Financing and Effectiveness of Home Health Care as a Nursing Home Alternative

Students may opt to exchange the term paper assignment for reading **Water For Elephants** and answering a specific set of questions. The book is written by Sara Gruen, (2006, Workman Publishing, ISBN 978-1-56512-560-5) and is available in the fiction section of your local bookstore or at Amazon.com. Answers to the questions must be turned into the Professor before the end of week ten. This assignment acts as a replacement for the term paper and is therefore worth 25% of the final grade.

17. Tentative Schedule:

Week Readings		Subjects	Class
May 26 <sup>th</sup> – 31 <sup>st</sup>		Introduction to Nursing Home Administration	One
June 1 <sup>st</sup> – 7 <sup>th</sup>	pp. xiii-118	Management, Governance and Leadership	Two
June 8 <sup>th</sup> – 14 <sup>th</sup>	pp.119-224	Human Resources	Three
June 15 <sup>th</sup> – 21 <sup>st</sup>	pp.225-281	Financial Determinants	Four
June 22 <sup>nd</sup> – 28 <sup>th</sup>	pp. 282-352	Additional Financial Considerations	Five
June 29 <sup>th</sup> – July 5 <sup>th</sup>	Mid-Term Examination		Six
July 6 <sup>th</sup> – 12 <sup>th</sup>	pp. 353-388	The Facility Environment	Seven
July 13 <sup>th</sup> – 19 <sup>th</sup>	pp. 389-436	The Industry and Specific Laws	Eight
July 20 <sup>th</sup> – 26 <sup>th</sup>	pp .437-498	Selected Rules and Regulations	Nine
July 27 <sup>th</sup> – Aug 2 <sup>nd</sup>	pp. 499-632	Aging Process, Clinical Terms, Common Anomalies Term Papers Due	Ten
Aug 3 <sup>rd</sup> – 8 <sup>th</sup>	Final Examination		Eleven

This syllabus is not a binding contract between the Professor and the Student. It is subject to change whenever the Professor deems the change will improve the course.