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American Public University System  
American Military University | American Public University

# HCAD651

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## Course Summary

**Course :** HCAD651 **Title :** Healthcare Finance  
**Length of Course :** 8 **Prerequisites :** HCAD650  
**Credit Hours :** 3

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## Description

### Course Description:

This course is designed to give the future healthcare administrator a foundation in financial concepts as they relate to the healthcare industry. Topics will include analyzing the administration of clinical services, estimating profit margins, planning and budgeting, analyzing project acceptability, using metrics to monitor various operations, and working with financial statements. (Prerequisite: HCAD650)

### Course Scope:

HCAD651, Healthcare Finance, covers the fundamental elements of finance in a healthcare environment. Coverage will include three basic concepts: (1) .basic understanding of accounting concepts; (2) all business units operate within the unique healthcare industry; and (3) both accounting and finance are subsets of economics.

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## Objectives

After successfully completing this course, you will be able to

1. Analyze key metrics to monitor operations.
  2. Analyze new equipment acquisitions and other projects through a financial lens.
  3. Create budgets for the purpose of planning.
  4. Compute costs, prices, and profit margins.
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## Outline

### Week 1: We Provide Patient Care--Why Do Finances Matter?

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#### Course Objective

To understand what influences financial viability

#### Text Readings:

- Chapters 1, 2, & 3

#### Powerpoint Slides:

- [Chapter 1 Presentation](#)
- [Chapter 2 Presentation](#)
- [Chapter 3 Presentation](#)

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**Deliverables:**

Introduction Post, due day 7

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Week 1 Forum, due day 7

No Assignment

## **Week 2: Community Benefits Through the Regulations**

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Course Objective

To assess corporate compliance and differentiate tax status for community benefits

### **Text Readings:**

- Chapters 4 & 5

### **Powerpoint Slides:**

- [Chapter 4 Presentation](#)
- [Chapter 5 Presentation](#)

### **Deliverables:**

Forum Post Week 2, due day 3

Assignment Week 2, due day 7

## **Week 3: Accounting, Revenue, and Insurances**

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Course Objective

Differentiate between managerial and financial accounting and forces that influence integrated delivery systems

### **Text Readings:**

- Chapters 6, 7, and 8

### **Powerpoint Slides:**

- [Chapter 6 Presentation](#)
- [Chapter 7 Presentation](#)
- [Chapter 8 Presentation](#)

### **Deliverables:**

Forum Post Week 3, due day 3

Assignment Week 3, due day 7

## **Week 4: Financial Statements and Reporting**

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Course Objective

To apply types of performance measures

### **Text Readings:**

- Chapters 9 & 11

### **Powerpoint Slides:**

- [Chapter 9 Presentation](#)
- [Chapter 11 Presentation](#)

### **Deliverables:**

Midterm Exam, due day 7

No Forum Post

No Assignment

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## **Week 5: Strategic Financial Planning**

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### Course Objective

Analyze finances of various firms and relate to strategic planning

### **Text Readings:**

- Chapters 12 & 13

### **Powerpoint Slides:**

- [Chapter 12 Presentation](#)
- [Chapter 13 Presentation](#)

### **Deliverables:**

Forum Post Week 5, due day 3

Begin to work on Week #6 Assignment

## **Week 6: Why Does Healthcare Cost So Much?**

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### Course Objective

Apply cost allocation methods

### **Text Readings:**

- Chapters 14 & 15

### **Powerpoint Slides:**

- [Chapter 14 Presentation](#)
- [Chapter 15 Presentation](#)

### **Deliverables:**

Forum Post Week 6, due day 3

Assignment Week 6, due day 7

## **Week 7: Budget Variances**

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### Course Objective

Assess budgeting techniques used for planning

### **Text Readings:**

- Chapters 16 & 17

### **Powerpoint Slides:**

- [Chapter 16 Presentation](#)
- [Chapter 17 Presentation](#)

### **Deliverables:**

Forum Post Week 7, due day 3

Assignment Week 7, due day 7

## **Week 8: Consolidations and Mergers**

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### Course Objective

Apply analytical tools for valuing firms

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**Text Readings:**

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- Chapters 20

### Powerpoint Slides:

- [Chapter 20 Presentation](#)

### Deliverables:

Forum Post Week 8, due day 3

Final Exam, due day 7

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## Evaluation

### Grading:

Name	Grade %
Discussion Forums	25.00 %
Introduction	3.13 %
Week 1 Forum	3.13 %
Week 2 Forum	3.13 %
Week 3 Forum	3.13 %
Week 5 Forum	3.13 %
Week 6 Forum	3.13 %
Week 7 Forum	3.13 %
Week 8 Forum	3.13 %
Case Studies	40.00 %
Week 2 Assignment	10.00 %
Week 3 Assignment	10.00 %
Week 6 Assignment	10.00 %
Week 7 Assignment	10.00 %
Exams	35.00 %
Midterm Exam-HCAD651	17.50 %
Final Exam-HCAD651	17.50 %

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## Materials

**Book Title:** Essentials of Health Care Finance, 8th ed.

**Author:** Cleverley and Cleverley

**Publication Info:** Jones & Bartlett

**ISBN:** 9781284094633

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### Websites and Videos

In addition to the required course text and Course Guide in the library, the following public domain websites and video links are useful. Please abide by the university's academic honesty policy when using Internet sources. Note website and video addresses are subject to change.

[American Psychological Association \(APA\) Style Website](#)

[Purdue Online Writing Lab](#)

[YouTube Video on Formatting an APA Style Paper](#)

[Microsoft Office Training Website](#)

[YouTube Videos on Microsoft Excel for Beginners](#)

[Turnitin Website](#)

[YouTube Video Accounting Lectures by Susan Crosson](#)

[principlesofaccounting.com](#)

[NetMBA.com](#)

## Course Guidelines

### Citation and Reference Style

- Students will follow APA format as the sole citation and reference style used in written assignments submitted as part of coursework to the School of Health Science.
- Please note that no formal citation style is required on forum assignments in the School of Health Science—only attribution of sources (please see details regarding forum communication below).

### Tutoring

- [Tutor.com](https://www.tutor.com) offers online homework help and learning resources by connecting students to certified tutors for one-on-one help. AMU and APU students are eligible for 10 free hours of tutoring provided by APUS. Tutors are available 24/7 unless otherwise noted. Tutor.com also has a SkillCenter Resource Library offering educational resources, worksheets, videos, websites and career help. Accessing these resources does not count against tutoring hours and is also available 24/7. Please visit the APUS Library and search for 'Tutor' to create an account.

### Late Assignments

- Students are expected to submit classroom assignments by the posted due date and to complete the course according to the published class schedule. The due date for each assignment is listed under each assignment.
- Generally speaking, if arrangements are not made in advance, a late penalty of 10% will be assessed for any assignment submitted 1-7 days past the due date. Assignments will not be accepted after the 7th day. No work will be accepted past the final day of class, unless prior arraignments have been made with the instructor.
- As a working adult, your time is limited and often out of your control. Faculty may be more flexible if they know ahead of time of any potential late assignments.

### Turn It In

- Faculty may require assignments be submitted to Turnitin.com. Turnitin.com will analyze an assignment submission and report a similarity score. Your assignment submission is automatically processed through the assignments area of the course when you submit your work.

### Academic Dishonesty

- Academic Dishonesty incorporates more than plagiarism, which is using the work of others without citation. Academic dishonesty includes any use of content purchased or retrieved from web services such as CourseHero.com or Scribd. Additionally, allowing your work to be placed on such web services is academic dishonesty, as it is enabling the dishonesty of others. The copy and pasting of content from any web page, without citation as a direct quote, is academic dishonesty. When in doubt, do not copy/paste, and always cite.

### Submission Guidelines

- Some assignments may have very specific requirements for formatting (such as font, margins, etc) and submission file type (such as .docx, .pdf, etc). See the assignment instructions for details. In general, standard file types such as those associated with Microsoft Office are preferred, unless otherwise specified.
- It is the student's responsibility to ensure the all submitted work can be accessed and opened by the instructor.

### Disclaimer Statement

- Course content may vary from the outline to meet the needs of a particular group or class.

### Communicating on the Forum

- Forums are the heart of the interaction in this course. The more engaged and lively the exchanges, the more interesting and fun the course will be. Only substantive comments will receive credit. Although there is a final posting day/time after which the instructor will grade and provide feedback, it is not sufficient to wait until the last day to contribute your comments/questions on the forum. The purpose of the forums is to actively participate in an on-going discussion about the assigned content.
- “Substantive” means comments that contribute something new and important to the discussion. Thus a

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message that simply says "I agree" is not substantive. A substantive comment contributes a new idea or perspective, a good follow-up question to a point made, offers a response to a question, provides an



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example or illustration of a key point, points out an inconsistency in an argument, etc.

- As a class, if we run into conflicting view points, we must respect each individual's own opinion. Hateful and hurtful comments towards other individuals, students, groups, peoples, and/or societies will not be tolerated.
- Students must post a response to the weekly forums prompt and post the required number of replies to other students – refer to the grading rubric and/or forum instructions for specific expectations on number of replies and word count requirements.
- The main response to the forum need to be provided mid-week – refer to the grading rubric and/or forum instructions for specific expectations. Late main response posts to a forum will not be accepted without prior instructor approval.
- Replies must be posted in the week due and replies after the end of the each week will not be graded.

## Quizzes and Exams

- Quizzes and exams may consist of true/false, multiple choice, and short essay questions. Each quiz/exam is accessible only once. Once a quiz/exam is accessed, you will not be able to access it again if you disconnect. Therefore, allocate time to complete your quiz. Weekly quizzes must be submitted by midnight Eastern Time, Day 7 of the assigned week. Late quizzes or exams will not be accepted without prior instructor approval.

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# University Policies

## [Student Handbook](#)

- [Drop/Withdrawal policy](#)
- [Extension Requests](#)
- [Academic Probation](#)
- [Appeals](#)
- [Disability Accommodations](#)

The mission of American Public University System is to provide high quality higher education with emphasis on educating the nation's military and public service communities by offering respected, relevant, accessible, affordable, and student-focused online programs that prepare students for service and leadership in a diverse, global society.