Health Care Management

The Health Care Management (HCM) major provides coursework and experience across the spectrum of health care supervision and management. Many Health Care Management graduates obtain supervisory and administrative positions in various health and medical facilities such as hospitals, nursing homes, public health departments, health insurance companies, or physician practices. Other graduates successfully complete graduate programs in a variety of business or health-related areas of study. The Bachelor of Science degree in Health Care Management accommodates beginning students as well as students who have professional preparation in health-oriented fields from colleges and universities, technical institutes, community colleges, proprietary institutions or military schools. Graduates of diploma programs also may be eligible for admission. Students in health care management build their knowledge through a combination of major core courses, approved electives and background courses, and the SIU University Core Curriculum. The HCM program is certified by the Association of University Programs in Health Administration (AUPHA).

Students in the HCM major must meet with the HCM Academic Advisor to plan their course of study. Prospective students may complete their University Core Curriculum requirements at approved institutions, provided that four-year school and residence requirements are met.

In addition to University requirements, students must successfully complete all HCM core courses with a grade of C or higher prior to completing their required HCM 422 internship. Students receiving lower than a C in any HCM core course can only repeat that course once with the exception of HCM 422 which cannot be repeated if failed unless special circumstances apply as determined by the HCM Academic Review Committee. Students must maintain a minimum GPA of 2.0 within the Health Care Management major for graduation. Students receiving a grade lower than a C twice in any individual core HCM course and/or those who fall below a 2.0 GPA for two subsequent semesters are immediately dropped from the HCM program due to poor academic performance.

Courses from other universities/colleges are not eligible as equivalencies to HCM required core courses unless an active articulation agreement exists. HCM required core courses are not eligible as independent studies.

Students participating in internships may be required to undergo a criminal background check and drug screening. Students who do not satisfactorily pass the background check and/or drug screening may find it difficult to secure an internship in the field of health care and may be removed from the HCM program. The internship requirements (which includes both HCM 421 and HCM 422) cannot be waived except for students in other Health Sciences programs who have satisfactorily completed that program's required clinical internship as long as the clinical internship includes exposure to health care related management competencies related to their future field of clinical practice. Clinical students from other Health Sciences programs seeking to use their clinical internship to meet the HCM internship requirements (both HCM 421 and HCM 422) MUST first schedule a meeting with the HCM internship coordinator for individual approval since management competencies must be readily observable in the clinical internship. Clinical students failing to gain prior approval from the HCM internship coordinator will not be allowed to use the clinical internship for the HCM internship credit and will need to complete the HCM internship requirements (both HCM 421 and HCM 422) to earn the HCM degree. Clinical students must earn a grade of C or higher in their clinical internship otherwise the waiver of the HCM internship requirements (HCM 421 and HCM 422) is void. If that occurs, the student must satisfactorily complete both HCM 421 and HCM 422 to earn their HCM degree.

Students will initiate and complete the processes involved with internship site selection and applicable SIU approval processes. Internship hours cannot begin until all approvals have been obtained from the internship coordinator, the internship site, and SIU. Any contact hours students participate in prior to the internship being appropriately approved cannot be counted toward the required 150 contact hours.
Given the nature of the industry, there may be class projects or presentations when students are required, by an individual professor and/or the HCM Program Director, to dress professionally.

Online core courses in the HCM program are restricted to online HCM students only. On campus core courses in the HCM program are restricted to on campus HCM students. The HCM program prohibits moving from one format to the other. To avoid delays in graduation, students should work closely with their academic advisor to assure they enroll in the correct format of classes as pertains to their on campus or online status. Students who enroll in the wrong format will be administratively removed at the unit level for the applicable course(s) and will then need to meet with the HCM academic advisor to get enrolled in the correct courses which may cause delays in graduation. Students may petition the HCM Program Director to change formats due to a documented medical condition. Such petitions will be taken under consideration only when the proper documentation is received for review.

### Bachelor of Science (B.S.) in Health Care Management Degree Requirements

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<td>Requirements for Major in Health Care Management</td>
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<td>Core Requirements: HCM 320, HCM 340, HCM 360, HCM 364, HCM 365, HCM 366, HCM 375, HCM 382, HCM 384, HCM 385, HCM 388, HCM 390, HCM 395, HCM 410, HCM 413, HCM 421</td>
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<td>HCM 368, HCM 415, HCM 460, HCM 461, HCM 468, HCM 471 = Students in other Health Sciences programs may use the core required courses taken toward that major to meet this requirement for the Health Care Management major.</td>
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<tr>
<td>Health Care Management Elective (students must choose one course from the options below that has NOT already been counted elsewhere in the student’s degree.)</td>
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<td>Any Accounting, Finance, MEDP, MGMT, MICR, MKTG, PSYC, course (at a 200 level or higher) --OR-- AH 241, AFR 311A, AFR 311B, AFR 320, BAT 312, BSAN 401, BSAN 402, BSAN 407, CDS 310, CMST 326, CMST 415, CMST 442, HCM 463, HCM 464, HCM 465, IMAE 455, IMAE 465, IMAE 470B, IMAE 490, ITEC 216, ITEC 314, MATH 125-251, MATH 302-305, MATH 318, MATH 380, PARL 345, PARL 360, POLS 215, PH 300, PH 355, PH 415, PH 488, SOC 302, SOC 310, SOC 321, SOC 322, SOC 351, SOC 371, SOC 455, SOC 460, SOC 465, TRM 364, WGSS 437, WGSS 440, WGSS 442, WGSS 448, any study abroad course which focuses on the healthcare industry.</td>
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Minors

The Health Care Management program offers four minors. All prerequisites of courses in the minors must be satisfied. Students must consult the HCM Academic Advisor in the School of Health Sciences to declare a minor.

Health Care Management Minor

The minor in Health Care Management (HCM) is designed to prepare undergraduate students interested in health care management with the skills and knowledge to prepare for graduate study or to work in the health care field. The HCM minor is comprised of 20 credit hours of coursework. A “C” or higher is required in all courses taken and 18 credit hours must be completed at SIU. Students must complete these courses:

- AH 105 - Medical Terminology
- HCM 320 - Health Policy and Politics
- HCM 340 - Managerial Epidemiology and Population Health
- HCM 360 - U.S. Healthcare Systems
- HCM 366 - Health Information Management
- HCM 388 - Legal Aspects and Current Issues in Healthcare
- HCM 395 - Ethics & Diversity, Equity, Inclusivity in Health Care

Health Information and Informatics Management Minor

The minor in Health Information and Informatics Management (HIM) is designed for students with an interest in a medical billing, reimbursement, auditing, and/or compliance specialization. The HIM minor is comprised of 20 credit hours of coursework. A grade of “C” or higher is required in all courses and all 18 credit hours must be completed at SIU. Students must complete these courses:

- AH 105 - Medical Terminology
- HCM 360 - U.S. Health Care Systems
- HCM 366 - Health Information Management
- HCM 368 - Health Care Coding Procedures I
- HCM 388 - Legal Aspects and Current Issues in Health Care
- HCM 410 - Operations Management and Quality Improvement in Health Care
- HCM 468 - Health Care Coding Procedures II

Infection Prevention and Control Minor

The minor in Infection Prevention and Control (IPC) is designed for students with an interest in infection prevention and control within healthcare organizations. The IPC minor consists of 20 credit hours of coursework. A grade of “C” or higher is required in 18 credit hours must be completed at SIU. Students must complete the following courses:

- AH 105 - Medical Terminology
- HCM 340 - Managerial Epidemiology & Population Health
- HCM 365 - Statistics and Research for Healthcare Professionals
- HCM 460 - Lean Six Sigma in Healthcare
- HCM 463 - Environment of Care
Long Term Care Administration Minor

The Long-Term Care Administration (LTC) minor is designed for students with a specific interest in long-term care management/administration. The LTC minor is comprised of 17 credit hours of coursework. All coursework, except for AH 105, must be completed at SIU. Also, all coursework, including AH 105, must be completed with a "C" or higher. Students successfully completing all the requirements of the LTC minor may be eligible to sit for the Nursing Home Administrator (NHA) licensure examination in most states and U.S. territories. To earn the LTC minor, students must complete the following:

- AH 105 - Medical Terminology
- HCM 364 - Organizational Behavior in Healthcare Organizations
- HCM 385 - Health Care Finance
- HCM 390 - Human Resources in Health Professions
- HCM 413 - Long Term Care Administration
- HCM 415 - Issues Related to Social Gerontology and Mortality

For updated information regarding eligibility for the NHA licensure/examination, please refer to the professional licensure page at: Programs A-H | Professional Licensure | SIU.

Capstone Option for Transfer Students

The Capstone Option is available to students who have obtained a business or health care-related Associate in Applied Science degree or its equivalent, and who have a GPA of at least 2.0 on a 4.0 scale (based on transfer institution's grading policies) on all work prior to the completion of the Associate in Applied Science degree. The Capstone Option reduces the University Core Curriculum requirements from 39 to 30 hours, therefore reducing the time to degree completion. For more information please view the Capstone Option section.

Health Care Management Courses

HCM310 - Healthcare Services and the Consumer A course designed for users of healthcare services, students will explore the history of US healthcare reform and landmark healthcare legislation. Focus is on the impact of healthcare organizations, employers, insurers, medical practice, the economy, and especially the consumer of healthcare services. Exploration of varying ACA plans, interpretation of EOBs, and a review of coding/billing mechanisms such as ICD, CPT, Copays, deductibles, assignment of benefits, capitation, co-insurance, coordinator of benefits, etc. will be conducted aiding consumers of healthcare services in making informed healthcare decisions. Course uses microcomputer applications. Credit Hours: 3

HCM320 - Health Policy and Politics A course focusing on the U.S. health policy-making process within the context of the political marketplace. Emphasis is on the ways in which health policy affects the determinants of health. Through real-world cases in health policy, health care management students analyze the public policy environment and gain an understanding of how to exert influence and deal with the political environment. Restricted to Health Sciences major/minor. Credit Hours: 3

HCM340 - Managerial Epidemiology and Population Health Course in managerial epidemiological principles related to decision making processes involving the delivery and management of healthcare services. Focus is on issues involved with populations and community including outreach and campaigning, evidence based practice, prevention, and comparative effectiveness. Review governance issues in healthcare organizations and explore the role of epidemiology as a foundational tool for making management related decisions in both clinical and non-clinical environments within the health care
industry. Prerequisite: ENGL 101, AH 105, both with a C or higher. Restricted to Health Sciences major/minor. $20 fee for lab license(s) and/or annual technology updates. Credit Hours: 3

**HCM360 - U.S. Healthcare Systems** This course is a study of the major components which comprise the US healthcare system. Focus is given to basic terminology, history, settings, personnel, access to care, types of care, utilization of services, vulnerable populations and future challenges for the delivery of health care services. Students will closely review clinical aspects and terminologies as they relate to medical conditions, medical equipment, and medical procedures for the purposes of interacting successfully with health care administrators, physicians/providers of care, and patients. Restricted to Health Sciences majors/minors. Credit Hours: 3

**HCM364 - Organizational Behavior in Healthcare Organizations** Evaluation of relationships in healthcare organizations. Studies the motivational factors of patient care vs. profits and modifying behaviors to achieve balance. Environmental factors of the healthcare field are evaluated for their impact on employee-management relations of healthcare professionals and patient care providers. Promotes effective planning and organizing within the complex and highly regulated healthcare industry assuring alignment of organizational goals and mission/visions/values related to quality of patient life and organizational success. Restricted to Health Sciences major/minor. Credit Hours: 3

**HCM365 - Statistics and Research for Health Care Professions** A course for students beginning a major in health care professions. Students examine and apply data to their professions with an emphasis placed upon the understanding of the basic principles, techniques and applications involved with analysis, synthesis and utilization of data. Focus will be placed on using data for empirical research. Prerequisite: UCC MATH 101 or higher. Restricted to Health Sciences major/minor. Credit Hours: 3

**HCM366 - Health Information Management** (University Core Curriculum) A course focusing on the analysis of the strategic application of information systems technology and the management of such in health care organizations. Focuses on leveraging information systems to analyze clinical and operational data. Students will review reimbursement mechanisms used to track service utilization patterns which assist in the decision making processes within an overall organizational capacity and for the purposes of quality/performance improvement. Leadership aspects pertaining to evidence based management, data extraction, synthesis, analysis, regulation, and governance will be explored along with challenges facing the health care industry in terms of the management of information systems. Prerequisite: ENGL 101, UCC Math, AH 105, all with a C or higher. Restricted to Health Sciences major/minor. Credit Hours: 3

**HCM368 - Health Care Coding Procedures I** This course is a study of the major components and processes involved with medical coding as required for the reimbursement of health care services and for capturing data for information and informatics used in managerial decision making within the health care industry. Medical documentation, ICD-9/10-CM coding, CPT coding, HCPCS, the claims processes will be covered through hands-on course exercises and case studies. Prerequisites: AH 105, HCM 360, HCM 366 with grades of C or better. Credit Hours: 3

**HCM375 - Healthcare Informatics** Explores predictive analytics in patient care environments and the impact on health care organizations. Overview EHR/EMR systems and how they support organizational functions related to patient care, registration and scheduling, clinical systems and health care professionals. Discusses current issues surrounding the use of big data, predictive analysis, and data conversion in clinical environments. Explores software platforms such as EPIC, Allscripts and Cerner, along with implementation/training for managerial/clinical decision making, business reporting/forecasting in healthcare environments. Prerequisite: HCM 366 with a grade of C or better. Restricted to Health Sciences major/minor. Credit Hours: 3

**HCM382 - Accreditation and Compliance in Healthcare** Examines the high demand healthcare environment which requires proactive approaches to regulatory compliance forced on both mitigating risk and appreciation for the accreditation/compliance processes as a form of safety and quality for consumers of healthcare services. A thorough analysis of the varying regulatory bodies associated with the field of healthcare are examined and how their requirements differ. Both organizational integrity and excellence will be explored by examining varying regulatory compliance site surveys, examining the Malcolm-Baldridge excellence framework, and understanding assessment methodologies used to support accreditation and compliance efforts. Restricted to Health Sciences major/minor. Credit Hours: 3
HCM384 - Strategic Planning and Marketing in Healthcare A course that analyzes the fundamentals of strategic planning and leadership in health care organizations. Emphasis is placed on governance, mission, vision, values, leadership styles, business plans, marketing principles and strategies, and SWOT analysis. Fundamental aspects of marketing will be introduced along with an exploration of the strategical planning processes involved with formulation, implementation, actions, execution, and control. Restricted to Health Sciences major/minor. Credit Hours: 3

HCM385 - Healthcare Finance and Economics An analysis of the economics and fiscal issues in healthcare organizations. Students will explore issues that impact access and delivery of healthcare and the impact on the population's health, and the fiscal nature of healthcare organizations. Supply and demand for healthcare services from the perspective of consumers, producers, and insurers will be discussed. Financial analysis involving the unique financial structures of the healthcare industry will be explored and applied to reimbursement, working capital, financial statements, and the monetary control of the healthcare industry with a special focus on how private and governmental payers form the foundation of health care finance. Prerequisites: ACCT 220, ECON 240. Restricted to School of Health Sciences major/minor. Credit Hours: 3

HCM388 - Legal Aspects and Current Issues in Health Care Principles of law and the U.S. legal system are applied, in part, through case study and an exploration of current events, in the areas of health care management. Legal issues include malpractice, contracts, corporate liability, professional liability, patient rights, and the legal aspects of managed care. Restricted to Health Sciences majors/minors. Credit Hours: 3

HCM390 - Human Resources in the Health Professions Examines factors impacting healthcare organizations and how effective human resources policies and procedures can improve organizational efficiencies within the context of emerging health care models/legislation. The recruitment, hiring, orientation, reviewing, and retention of healthcare professionals in the midst of labor shortages will be addressed with an emphasis of linking outcomes to patient care. Legal and ethical implications associated with the healthcare workforce, including credentialing, CEUs, and unionization will be discussed. Cultural competency will be explored with an emphasis on diversity and inclusiveness for both the health care professionals and as part of the patient experience. Prerequisite: ENGL 101 with a grade of C or better. Restricted to Health Sciences major/minor. Credit Hours: 3

HCM395 - Health Care Ethics (University Core Curriculum) Exploration of the ethical issues surrounding the delivery of health care services. Students will apply ethical principles and decision making processes to a series of cases involving ethical dilemmas unique to the health care environment. Students will carefully explore governance and regulatory issues associated with health care organizations and how their actions as future health care managers will impact the patients and employees they serve and will be microscopically examined by varying entities. Controversial topics such as abortion, religion, and right to die will be discussed as they relate to patient perspectives, values, beliefs and the health care managers’ obligation to respect individuals without bias. Prerequisite: ENGL 101 with C or higher. Restricted to Health Sciences major/minor. Credit Hours: 3

HCM410 - Operations Management and Quality Improvement in Healthcare Examines the applications of operations management in the framework of health care organizations. Focus will be placed on supply chain and inventory management, forecasting, queuing models, and capacity planning. Determinants to achieve quality management in health care facilities will be explored. Utilizes analytical methods of systematic monitoring and evaluation and the application of quality improvement initiatives. Includes impact on quality of accreditations, credentialing, liability, and governmental regulations. Not for graduate credit. Restricted to Health Sciences majors/minors. Credit Hours: 3

HCM413 - Long Term Care Administration A study of the principles of nursing home management and assisted living services which examines administrative and staffing functions relating to clients, community, public policy, programming, state and federal laws, and financing. Examines post-acute care issues related to seamless transitions along the continuum of patient care. Not for Graduate Credit. Restricted to Health Sciences major/minor. Credit Hours: 3

HCM415 - Issues Related to Social Gerontology and Mortality Examine the social constructs of aging. Study theological, cultural, and historical aspects associated with aging, death, and dying. Provides an exploration of social gerontology and the sustainability and equitability of long term care along with the cultural and historical differences in how death, grief, and dying are perceived and managed. Further
focus is given toward the social aspects of aging and how society, peers, family members, and healthcare professionals can empathetically improve relations with the aging population. Not for graduate credit. Restricted to Health Sciences majors/minors or consent of department. Credit Hours: 3

HCM421 - Professional Practice for Health Care Managers Prepares students for the health care management internship. Professional development topics such as resumes, interview skills, professional organizations, inter-professional education, graduate education, networking, and end of course assessment will be completed. Students must enroll in HCM 421 at least one semester prior (but not more than one year prior) to when they intend to enroll in the HCM 422 Internship course to give adequate time for site selection/university approvals. By the end of HCM 421, site selection/university approval must be achieved or students must repeat HCM 421. If the site, student, or university cancel an internship selected/approved in a previously completed HCM 421 course (prior to the student successfully completing the internship in HCM 422), the student must repeat HCM 421 to select/gain approval for a new internship site. Repeat of HCM 421 is allowed only once. Students may not enroll in HCM 422 without all applicable approvals as completed in HCM 421. Restricted to HCM majors. Credit Hours: 1-3

HCM422 - Health Care Management Internship As an intern in a University approved healthcare facility, students engage in activities related to healthcare management. Each student performs duties as assigned to complete a managerial/analytical project useful to the organization. Report logs and performance evaluation required. Hours and credit arranged individually with course instructor and site supervisor. 1 credit hour=75 contact hours. A minimum of 150 contact hours required. No waiver of internship is permitted except for students in clinical programs in the School of Health Sciences and only with prior approval from the HCM Internship Coordinator. Must complete the internship with a grade of C or higher. No repeat of the course is allowed. Must have an internship site secured through properly completed MOU from HCM 421 prior to enrolling in HCM 422. End of program review and evaluation conducted. Prerequisite: HCM 320, HCM 340, HCM 360, HCM 364, HCM 365, HCM 366, HCM 375, HCM 382, HCM 384, HCM 385, HCM 388, HCM 390, HCM 395, HCM 410, HCM 413, and HCM 421, each with minimum grade of C. Restricted to HCM major with consent of HCM Internship Coordinator. Not for graduate credit. Credit Hours: 2-9

HCM460 - Lean Six Sigma in Healthcare An introductory course focusing on the Lean Six Sigma approach to improving quality in healthcare organizations. An exploration of error prevention, problem solving, problem detection, change management, and effective and efficient process improvement. Cases will be used to demonstrate how the approach can be applied specifically to the healthcare industry. Restricted to Health Sciences majors or minors. Credit Hours: 3

HCM461 - Introduction to Physician Practice Operations An introductory course designed to examine the different aspects of operating a physician's practice. Focus is placed on licensing and professional regulation; selection of HMOs, PPOs, and other managed care programs; medical records and regulatory compliance; community outreach required for building a medical practice, and practical development of templates for practice activities such as streamlined appointment scheduling and encounter forms. Not for graduate credit. Credit Hours: 3

HCM463 - Environment of Care A study of the elements important for a safe care environment, including the physical space, equipment, and people. Students will discuss how to examine and assess the care environment for environmental risks. Emphasis will be placed on the disinfection and sterilization process, employee/occupational health, and education of staff to ensure a safe care environment. Credit Hours: 3

HCM464 - Surveillance & IP Informatics Explores the use of surveillance technology to identify healthcare-acquired infections (HAIs) and other infection prevention data. Discusses how to develop a surveillance system based on risk assessment and systematic collection of data. Use of EHRs, clinical decision support systems, data warehouses, and predictive analysis related to infection prevention programs will be examined. Credit Hours: 3

HCM465 - IPC Operations Examines the key elements of infection prevention and control programs within healthcare organizations. Students will study the basic principles of microbiology and the most common healthcare-acquired infections. Explores how infection prevention and control programs can control the spread of infectious pathogens within healthcare organizations. Emphasis will be placed on developing programs to identify infection risks and implement infection interventions. Credit Hours: 3
HCM468 - Health Care Coding Procedures II Advanced course in medical coding and claims auditing. This course examines coding audits associated with regulatory bodies such as OIG, DOJ, CMS, RAC. Students will learn to extract specific clinical data and utilize it for quality improvement initiatives, data analytics, patient marketing, reporting mechanisms, claims and services audits, and managerial decision making in clinical and non-clinical environments. Emphasis is placed on calculating and reporting healthcare outcomes and the legalities/ethical challenges of accurate medical coding for EHR/EMRs, physician practices, hospitals, hospice, and other organizations that provide health care services. Prerequisite: HCM 368 with a grade of C or better. Not for graduate credit. Credit Hours: 3

HCM471 - Rural Health Research An advanced health care management course utilizing research methods to examine the social, economic, political, cultural, and healthcare workforce influences that impact health outcomes for rural communities. A program of reading, analysis, and presentation will be developed as correlates with ways in which rural communities are affected by health disparities. Funding opportunities and agencies will be identified and students will participate in grant-writing exercises specific to rural health topics including value-based reimbursement models and the identification of interventions, services, and care models specific to rural settings. Prerequisite: ENGL 101 or higher with a grade of C or better. Restricted to Health Sciences major/minor. Not for Graduate Credit. Credit Hours: 4

HCM499 - Individual Study Provides advanced health care management/informatics or administration students with the opportunity to develop a special program of studies to fit a particular need not met by other offerings. Each student will work under the supervision of a sponsoring program faculty member approved by the HCM Program Director. Restricted to School of Health Sciences majors. Requires special permission from HCM Program Director. Credit Hours: 1-3

Health Care Management Faculty

Collins, Sandra, Professor, Program Director, Distinguished Faculty, Ph.D., Southern Illinois University Carbondale, 2010; 2002. Management theory, health care law and ethics, HPV, opioid addiction, online education.


Liu, Xiaoyu, Clinical Instructor, MBA, Middle Tennessee State University, 2017; 2022. Health care informatics, innovation in healthcare.


Shaw, Thomas, Associate Professor, Distinguished Faculty, Ph.D., Southern Illinois University Carbondale, 2005; 1995. Health care policy, health care law, social determinants of health.

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