

**University of Florida**  
**College of Public Health & Health Professions Syllabus**  
**Course Number: Title (credit hours)**  
 Spring: 2017  
 Delivery Format: On-Campus  
 Course Website or E-Learning *Canvas*

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 Office Hours: By Appointment  
 Teaching Assistants:  
 Preferred Course Communications (e.g. email, office phone): email (UFL)

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### Prerequisites

None

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## PURPOSE AND OUTCOME

### Course Overview

Determining the optimum combination of mechanisms by which our society and its members can pay for health care has been an enduring element of our national health policy conversation for more than a hundred years. And it can be found in the historical record of other cultures for more than a millennium. It is an area that encompasses (a) an ongoing philosophical conversation about the nature of health care and related fiscal considerations; and (b) a much more pragmatic set of conversations reflecting premiums, payments and processes as they are currently operative. Hence some of our conversations will be quite theoretical and abstract, while others will be much more detailed and factual in their objective.

### Course Objectives and/or Goals

Future healthcare managers and leaders need to have a strong familiarity with not only the general concepts of health insurance but the specific mechanisms as to how insurance products are implemented. Therefore the course will be broken up into three modules.

1. Health Insurance Concepts
2. Reimbursement Processes
3. Revenue Cycle

#	Course Objective	Competencies		Assessment
1	Describe the extent and nature of health insurance coverage in the United States	HEC-0	<i>Analyze, synthesize and act on key trends, activities, and government policies in the health care environment</i>	Midterm/Final,

		HEC-2	<i>Interpret, monitor, and comply with laws and regulations that protect health practitioners, organizations, and the public</i>	Midterm/Final,
2	Identify distinguishing characteristics of suppliers of health insurance	HOP-2	<i>Incorporate evidenced-based approaches and external assessments in the design and implementation of programs that improve community health, and organizational, financial and clinical performance</i>	Midterm/Final,
		HEC-0	<i>Analyze, synthesize and act on key trends, activities, and government policies in the health care environment</i>	Midterm/Final

3	Enumerate and evaluate the salient characteristics of a health plan	HOP-2	<i>Incorporate evidenced-based approaches and external assessments in the design and implementation of programs that improve community health, and organizational, financial and clinical performance</i>	Midterm/Final,
4	Explain the process by which insurers set premiums.	BAT-2	<i>Assess multiple dimensions of financial performance to measure and improve the financial viability of provider organizations</i>	Midterm/Final,
5	Compare various methods by which health plans reimburse providers of health services	HOP-1	Propose, develop, and implement strategic approaches based on statistical, quantitative, and qualitative evaluations of clinical, financial, and organizational performance	Midterm/Final
6	Analyze the likely effects of proposed policy changes related to health insurance	HEC-0	Analyze, synthesize, and act	Midterm/Final

			on key trends, activities, and  government policies in the health care environment	
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## DESCRIPTION OF COURSE CONTENT

### Topical Outline/Course Schedule

Week	Date(s)	Topic(s)	Readings
1	1/2/2017	Intro, History of Health Insurance	
2	1/9/2017	Types of Health Insurance	
3	1/16/2017	Basic Concept of Insurance	
4	1/23	Provider Network, UM-Data Analysis of Providers	
5	1/30	Sales, Membership Claims	
6	2/6	General Reimbursement Methodologies	
7	2/13	Mid-Term	
8	2/20	Coding – Definitions and Concepts	
9	2/27	Inpatient Reimbursement	
10	3/6	Ambulatory Reimbursement	
11	3/13	Post Acute Reimbursement	
12	3/20	Value Based Purchasing	
13	3/27	Revenue Cycle	
14	4/3	Revenue Cycle	
15	4/10	Final	

### Course Materials and Technology

For technical support for this class, please contact the UF Help Desk at:

- [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu)
- (352) 392-HELP - select option 2
- <https://lss.at.ufl.edu/help.shtml>

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## ACADEMIC REQUIREMENTS AND GRADING

### Assignments

### Grading

Requirement	Due date	Points or % of final grade (% must sum to 100%)
Mid-term	25%	
Final	25%	

Homework	25%	
Final Presentation	25%	

Point system used (i.e., how do course points translate into letter grades).

<b>Points earned</b>	93+	90+	87+	83+	80+	77+	73+	70+	67+	63+	60+	<60
<b>Letter Grade</b>	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E

Please be aware that a C- is not an acceptable grade for graduate students. A grade of C counts toward a graduate degree only if an equal number of credits in courses numbered 5000 or higher have been earned with an A. In addition, the Bachelor of Health Science Program does not use C- grades.

You must include the letter grade to grade point conversion table below. Letter grade to grade point conversions are fixed by UF and cannot be changed.

<b>Letter Grade</b>	<b>A</b>	<b>A-</b>	<b>B+</b>	<b>B</b>	<b>B-</b>	<b>C+</b>	<b>C</b>	<b>C-</b>	<b>D+</b>	<b>D</b>	<b>D-</b>	<b>E</b>	<b>WF</b>	<b>I</b>	<b>NG</b>	<b>S-U</b>
<b>Grade Points</b>	4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	0.67	0.0	0.0	0.0	0.0	0.0

For greater detail on the meaning of letter grades and university policies related to them, see the Registrar's Grade Policy regulations at:

<http://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

### Exam Policy

To be determined with class input

### Policy Related to Make up Exams or Other Work

Please note: Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail me within 24 hours of the technical difficulty if you wish to request a make-up.

### Policy Related to Required Class Attendance

All faculty are bound by the UF policy for excused absences. For information regarding the UF Attendance Policy see the Registrar website for additional details:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

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## STUDENT EXPECTATIONS, ROLES, AND OPPORTUNITIES FOR INPUT

### Expectations Regarding Course Behavior

This is a class associated with a professional graduate degree program. As such, professional demeanor is expected. This includes, on time arrival, communication with instructor in advance of possible conflicts, and non-disruptive behavior in the classroom environment (limited laptop usage).

### **Communication Guidelines**

Communication is best through email using the UFL email address.

### **Academic Integrity**

Students are expected to act in accordance with the University of Florida policy on academic integrity. As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge:

**“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.”**

You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied:

**“On my honor, I have neither given nor received unauthorized aid in doing this assignment.”**

It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For additional information regarding Academic Integrity, please see Student Conduct and Honor Code or the Graduate Student Website for additional details:

<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>  
<http://gradschool.ufl.edu/students/introduction.html>

Please remember cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior.

### **Online Faculty Course Evaluation Process**

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

## **SUPPORT SERVICES**

### **Accommodations for Students with Disabilities**

If you require classroom accommodation because of a disability, you must register with the Dean of Students Office <http://www.dso.ufl.edu> within the first week of class. The Dean of Students Office will provide documentation of accommodations to you, which you then give to me as the instructor of the course to receive accommodations. Please make sure you provide this letter to me by the end of the second week of the course. The College is committed to providing reasonable accommodations to assist students in their coursework.

### **Counseling and Student Health**

Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

- The Counseling and Wellness Center 352-392-1575 offers a variety of support services such as psychological assessment and intervention and assistance for math and test anxiety. Visit their web site for more information: <http://www.counseling.ufl.edu>. On line and in person assistance is available.
- You Matter We Care website: <http://www.umatter.ufl.edu/>. If you are feeling overwhelmed or stressed, you can reach out for help through the You Matter We Care website, which is staffed by Dean of Students and Counseling Center personnel.
- The Student Health Care Center at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: <https://shcc.ufl.edu/>
- Crisis intervention is always available 24/7 from:  
Alachua County Crisis Center  
(352) 264-6789  
<http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx>

Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

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