# Course Description

This course is designed to provide students with an overview of the issues and implications of technology systems in health care organizations. Included will be discussion of the electronic medical record and the health information exchange and its effect on the health care environment. Prerequisite: MBA550

# University Learning Outcomes (ULO)

* **ULO1**:Knowledge of Human Cultures and the Physical and Natural World
* **ULO2**: Intellectual and Practical Skills
* **ULO3**: Personal and Social Responsibility
* **ULO4**: Integrative and Applied Learning
* **ULO5**: Immersed in the Critical Concerns of the Sisters of Mercy of the Americas

# Program Learning Outcomes (PLO)

* **PLO1**: Students will effectively research and communicate in writing (in APA format) ideas and arguments associated with business leadership and management issues. (ULO 1, 3, 4)
* **PLO2**: Students will apply knowledge and skills to develop a comprehensive business plan which demonstrates competency in the following areas: management, operations, finance, and marketing. (ULO 2, 4)
* **PLO3**: Apply critical thinking to real life work problems through the application of theoretical and experiential knowledge. (ULO 1, 2, 4)
* **PLO4**: Students will identify issues and strategies related to ethics and corporate social responsibility and its implications for business. (ULO 2, 3, 4)

# Course Level Outcomes (CLO)

* **CLO1:** Analyze the relationship of basic clinical and administrative information and processes used in health care information technology.
* **CLO2**: Assess the evolution of health care information systems and the federal efforts to improve quality of care and administrative performance.
* **CLO3:** Evaluate the processes that a health care organization goes through in selecting and implementing an effective health care information system.
* **CLO4:** Evaluate effective ways to manage, budget, and govern information technology services in health care organization.
* **CLO5**: Develop a plan for assessing and achieving the value in an IT investment.

**Student Expectations**

Students are expected to:

* Ask probing and insightful questions related to course content.
* Make meaningful and relevant connections and application to their own learning process.
* Be productive and contributing members of class discussions.

# Required Course Materials

Wager, K. A., Wickham, F. L., & Glaser, J. P. (2013) *Health care information systems: A practical approach for health care management* (3rd ed.). San Francisco, CA: Jossey Bass.

***Faculty Note***: You may access additional textbook resources through the Instructor Companion Site: <https://professor.wiley.com/CGI-BIN/JSMPROXY?DOCUMENTDIRECTORDEV+DOCUMENTID&1118173538+DOCUMENTSUBID&1>. Create an account using the textbook and faculty information to gain access.

# Suggested Point Values

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Assessment** | **Point Value** | **Due** |
| **Week 1** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | DQ 1.1 HCIT Spending | 15 | <insert due date> |
|  | DQ 1.2 Common Sources of Health Care Data | 15 |  |
|  | DQ 1.3 Hospital Report Card | 15 |  |
|  | IT Improving Health Care Data Quality Research Paper | 20 |  |
|  | Week 1 Test | 25 |  |
| **Week 2** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | DQ 2.1 Health IT Barriers | 15 |  |
|  | Health Care IT Blog | 15 |  |
|  | EHR Vendor Evaluation Research Paper | 20 |  |
|  | Week 2 Test | 25 |  |
| **Week 3** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | DQ 3.1 System Acquisition Pitfalls | 15 |  |
|  | DQ 3.2 Effective Clinical Decisions Support | 15 |  |
|  | Health Insurance Exchange (HIX) Blog | 15 |  |
|  | Case Study: Clinical Documentation System | 20 |  |
|  | Week 3 Test | 25 |  |
| **Week 4** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | DQ 4.1 Implementing Health Care Information Standards | 15 |  |
|  | DQ 4.2 HIPAA (1996) Security Regulations | 15 |  |
|  | Technologies Supporting HIS Journal | 15 |  |
|  | Final Project Preparation | 20 |  |
|  | Week 4 Test | 25 |  |
| **Week 5** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | DQ 5.1 Factors Influencing IT Structures | 15 |  |
|  | DQ 5.2 IT Outsourcing | 15 |  |
|  | DQ 5.3 IT and Business Strategy Alignment Challenges | 15 |  |
|  | Vectors for Arriving at IT Strategy | 20 |  |
|  | Week 5 Test | 25 |  |
| **Week 6** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | DQ 6.1 IT Sustainable Competitive Advantage | 15 |  |
|  | DQ 6.2 Governance Characteristics | 15 |  |
|  | Sustainable Competitive Advantage | 20 |  |
|  | Week 6 Test | 25 |  |
| **Week 7** | |  |  |
|  | Participation | 10 | <insert due date> |
|  | Project Failures Reflection Blog | 15 |  |
|  | Final Project: Case Study Analysis Presentation | 30 |  |
|  | Final Project: Case Study Analysis Paper | 40 |  |
|  | Course Reflection | 5 |  |
| **Total Points** | | **670** |  |

# Course Schedule

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| --- | --- | --- |
| **Week** | **Start** | **End** |
| One | <insert start date> | <insert end date> |
| Two |  |  |
| Three |  |  |
| Four |  |  |
| Five |  |  |
| Six |  |  |
| Seven |  |  |

# Weekly Learning Modules

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| Week One: Health Information Characteristics & Data Quality | |  | |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Examine the structure and composition of the health care IT industry. | | CLO1, 5 | |
| * 1. Identify the fundamental characteristics of the information and processes health care technology solutions are designed to support. | | CLO1, 5 | |
| * 1. Explain how IT can be used to improve the health care data quality. | | CLO1, 3, 5 | |
| ***Required Learning Resources and Activities****: Students must complete any resources activities listed in this section as selected by the instructor.* | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** Ch. 1, 2, & Appendix A (pp. 641–652) of *Health Care Information Systems*. | | 1.1, 1.2, 1.3 |  |
| **Healthcare BI Success**  **Watch** the video “Healthcare BI Success: Five Steps to Ensuring Data Quality” (43:21mins): <https://www.youtube.com/watch?v=qQIBeaOr2GM> | | 1.3 |  |
| **Week 1 Matching Exercise**  **Complete** the Week 1 Matching Exercise. This exercise will help you pass the test this week. | | 1.1, 1.2, 1.3 | Lecture Activity = 1hr. |
| ***Assignment(s)****: Students must complete the weekly assignment(s).* | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **DQ 1.1 HCIT Spending**  **Post** a 250- to 275-word substantive response to the following:   * Why does health care have an apparently lower level of IT spending than other information intensive industries? How can the industry best address these challenges?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 1.1, 1.2 | Discussion Board = 1hr. |
| **DQ 1.2 Common Sources of Health Care Data**  **Post** a 250- to 275-word substantive response to the following:   * Name and describe some common sources of comparative data. What is their potential value to a health care manager? Is any one source of comparative data more valuable than the others? Why or why not?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 1.2 | Discussion Board = 1hr. |
| **DQ 1.3 Hospital Report Card**  **Explore** the Medicare.gov website at <http://www.medicare.gov/hospitalcompare/search.html>.  **Locate** report cards for two local hospital profiles and provide the names when posting to this discussion question.  **Post** a 250- to 275-word substantive response to the following:   * What information about hospitals does the Medicare website provide? How does this compare to the hospitals’ own web pages? * If you were trying to make a decision about which hospital to use for health care for yourself or a family member, is the Medicare.gov website useful in the decision-making process? Why or why not?     **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150- to 200-words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 1.2 | Discussion Board = 1hr. |
| **IT Improving Health Care Data Quality Research Paper**  **Write** a 1,200- to 1,250-word research paper describing how IT can be used to improve health care data quality.  **Include** the following points:   * Explain the difference between data and information. * Describe the problems associated with poor quality data. * Differentiate between the types and causes of data errors.   **Use** one external resource.  **Format** your research paper according to APA guidelines. Use the Research Paper Template to format your paper.  **Submit** the paper to Blackboard as a Microsoft Word attachment.  *Due at [enter time] EST on [day].* | | 1.1, 1.2, 1.3 | Research Paper = 2hrs. |
| **Week 1 Test**  **Complete** the Week 1 Test. | | 1.1, 1.2, 1.3, | Test = 1hr. |
| **Total** |  |  | **7hrs.** |
| **Notes** |  | | |

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| Week Two: Evolution of Health Care Information Systems and Clinical Information Systems | |  |  |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Identify laws, regulations, and standards that govern health care information. | | CLO2 | |
| * 1. Describe how health care information technology is positioned to transform the health care environment. | | CLO3, 5 | |
| * 1. Explain the purpose, adoption, use, key attributes, and functions of clinical information systems used in health care. | | CLO3, 5 | |
| * 1. Evaluate the strategies employed to overcome the barriers to electronic health record adoption. | | CLO3, 5 | |
| ***Required Learning Resources and Activities****: Students must complete any resources activities listed in this section as selected by the instructor.* | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** Ch. 3, 4, & 5 of *Health Care Information Systems*. | | 2.1, 2.2, 2.3, 2.4 |  |
| **Change Management Strategy**  **Watch** the video “Steps To Building Your EHR Change Management Strategy” [47:28mins]: <https://www.youtube.com/watch?v=j3Q8QQmzcqQ> | | 2.2, 2.4 |  |
| **Create Discussions**  **Review** Ch. 3 and 4 of *Health Care Information Systems*.  **Create** two separate discussion questions, one for Ch. 3 and one for Ch. 4. The level of complexity in your questions affects your participation for this activity.  **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 2.1, 2.2 | Discussion Board = 1.5hrs. |
| **Week 2 Matching Exercise**  **Complete** the Week 2 Matching Exercise. This exercise will help you pass the test this week. | | 2.1, 2.2, 2.3, 2.4 | Lecture Activity = 1hr. |
| ***Assignment****: Students must complete the weekly assignment(s).* | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **DQ 2.1 Health IT Barriers**  **Post** a minimum 250- to 275-word substantive response to the following:  Ch. 5 of the textbook presented four broad categories of barriers to health information technology:   1. Financial 2. Organizational or behavioral 3. Technical 4. Privacy and security   Of these, which is the greatest barrier and why? What strategy can be employed to overcome this barrier?  **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 2.2, 2.3, 2.4 | Discussion Board = 1hr. |
| **Health Care IT Blog**  Health Care IT is viewed as a central component of a safe, high quality health care system (Wagner, Lee, & Glaser, 2013).  **Write** a 350- to 400-word blog post describing how the HITECH Act of 2009 and the Patient Protection and Affordable Care Act (PPACA) of 2010 are transforming the health care system to improve the quality and safety of patient care, and reduce costs and administrative inefficiencies? Do you agree or disagree? Why or why not?  **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word reply to posts is 150 to 200 words.  All posts require college level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 2.1, 2.2 | Blog = 1hrs. |
| **EHR Vendor Evaluation Research Paper**  **Perform** a search on the Internet and locate four health care information system vendors that offer electronic health record (EHR) products.  **Compare** the functions of each EHR product.  **Write** a 1,200- to 1,250-word research paper evaluating how the systems compare with the Institute of Medicine’s (IOM’s) definitions of the EHR.  **Include** the following EHR functions in your comparison:   * Health information and data * Results management * Order entry and support * Decision support * Electronic communication and connectivity * Patient support * Reporting and population health management   **Complete** the EHR Vendor Comparison table on Blackboard and include this with your research paper.  **Format** your research paper according to APA guidelines. Use the Research Paper Template to format your paper.  **Submit** the paper to blackboard as a Microsoft Word attachment.  *Due at [enter time] EST on [day].* | | 2.2, 2.3, 2.4 | Research Paper = 1.5hrs. |
| **Week 2 Test**  **Complete** the Week 2 Test. | | 2.1, 2.2, 2.3, 2.4 | Test = 1hr. |
| **Total** |  |  | **7hrs.** |
| **Notes** |  | | |

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| Week Three: Federal Efforts to Enhance Patient Care Quality Through HCIT, System Acquisition, Implementation, and Support | |  |  |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Determine the federal efforts to enhance the quality of patient care through the use of health information technology. | | CLO2 | |
| * 1. Explain the processes that a health care organization goes through in selecting a health care information system. | | CLO3, 5 | |
| * 1. Analyze the processes that a health care organization typically goes through in implementing a health care information system. | | CLO3, 5 | |
| ***Required Learning Resources and Activities****: Students must complete any resources activities listed in this section as selected by the instructor.* | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** Ch. 6, 7, & 8 of *Health Care Information Systems*. | | 3.1, 3.2, 3.3 |  |
| **Health Care Technology**  **View** the following videos:   * “Next Generation Electronic Medical Records and Search: A Test Implementation In Radiology” [29:04mins] <https://www.youtube.com/watch?v=G4FYD1eIesE> * “ISS3: Dr. Thirupukuzhi Vankipuram Srinivasan: Implementation of Clinical Information Systems” [1:09:57mins]: <https://www.youtube.com/watch?v=KlV2XNA1OfU> | | 3.2, 3.3 |  |
| **Week 3 Matching Exercise**  **Complete** the Week 3 Matching Exercise. This exercise will help you pass the test this week. | | 3.1, 3.2, 3.3 | Lecture Activity = 1hr. |
| ***Assignment****: Students must complete the weekly assignment(s).* | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **DQ 3.1 System Acquisition Pitfalls**  **Post** a 250- to 275-word substantive response to the following:   * What are two of the common pitfalls associated with the system acquisition process? How can these issues be avoided?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 3.2 | Discussion Question = 1hr. |
| **DQ 3.2 Effective Clinical Decisions Support**  **Post** a 250- to 275-word substantive response to the following:   * The authors recommend organizations adhere to 10 commandments for effective clinical decision support. What are the three most important commandments? Why?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 3.2 | Discussion Question = 1hr. |
| **Health Insurance Exchange (HIX) Blog**  **Investigate** the current status of the Pennsylvania health information exchange. Consider key critical success factors from the Ch. 6 readings for this week.  **Write** a of350- to 400-word blog post evaluating the effectiveness of the Pennsylvania health insurance exchange. Has the Pennsylvania exchange been successful? Why or why not?  **Include** at least two external resources in support of your argument.  **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word reply to post is 150 to 200 words.  All posts require college level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 3.1 | Blog = 1hr. |
| **Case Study: Clinical Documentation System**  **Read** Case 10: “Concerns and Workarounds With A Clinical Documentation System” (pp. 615-617) of the textbook.  **Review** Ch. 7 and 8 of the readings this week.  **Write** a 1,200- to 1,250-word case analysis developing a corrective action plan for Garrison. Use the Guidelines for Writing A Case Study Analysis: <https://awc.ashford.edu/PDFHandouts%5CGuidelines%20for%20Writing%20a%20Case%20Study%20Analysis.pdf>  In addition to the standard case analysis components within the guidelines, you are also expected to include the following points:     * Include a description of the key components of a corrective action plan and project timeline for implementation of the corrective action plan in your proposed solution section. Add a table, chart, flowchart, and so on to illustrate your solution. Be sure to include high-level tasks to be completed. * Include a discussion of what lessons could be learned from the case that could be applied to other settings in your recommendations section.   **Format** your research paper according to APA guidelines.  **Submit** the paper to Blackboard as a Microsoft Word attachment.  *Due at [enter time] EST on [day].* | | 3.2, 3.3 | Case Analysis = 1.5hrs. |
| **Week 3 Test**  **Complete** the Week 3 Test. | | 3.1, 3.2, 3.3 | Test = 1hr. |
| **Total** |  |  | **6.5hrs.** |
| **Notes** |  | | |

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| Week Four: Health Care Information System Supporting Technologies, Standards, and Security | |  |  |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Examine technologies that support health care information systems.   2. Describe the significance of understanding support technologies within HIT for non-IT leadership in health care. | | CLO1  CLO1, 2, 3 | |
| * 1. Explain the challenges with achieving interoperability for major types of health care information system standards. | | CLO1, 3 | |
| * 1. Describe the components of the HIPAA (1996) security regulations. | | CLO1, 2 | |
| * 1. Examine the need for establishing a system wide security program. | | CLO1, 2 | |
| ***Required Learning Resources and Activities****: Students must complete any resources activities listed in this section as selected by the instructor.* | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** Ch**.** 9, 10, 11 of *Health Care Information Systems*.  **Read** the article*HIMSS: Definition of Interoperability* on Blackboard. | | 4.1, 4.2, 4.3, 4.4, 4.5 |  |
| **Health Care and Technology**  **Watch** the following videos regarding health care and technology:   * “Rethinking Healthcare Delivery: Choosing New Technologies” [55:15mins]: <https://www.youtube.com/watch?v=f8mCxf0KGrE> * “Where Technology Can Take Healthcare” [18:35mins]: <https://www.youtube.com/watch?v=1oukZualFAk> * “Basic Healthcare Information Security” [16:01mins]: <https://www.youtube.com/watch?v=5NKPgcSxUU4> | | 4.1, 4.2, 4.5 |  |
| **Week 4 Matching Exercise**  **Complete** the Week 4 Matching Exercise. This exercise will help you pass the test this week. | | 4.1, 4.2, 4.3, 4.4, 4.5 | Lecture Activity = 1hr. |
| ***Assignment****: Students must complete the weekly assignment(s).* | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **DQ 4.1 Implementing Health Care Information Standards**  **Review** the article *HIMSS: Definition of Interoperability*.  **Post** a minimum 250- to 275-word substantive response to the following:   * What is the most significant challenge associated with establishing health care information system standards to achieve interoperability. Why?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 4.3 | Discussion Board = 1hr. |
| **DQ 4.2 HIPAA (1996) Security Regulations**  **Post** a minimum 250- to 275-word substantive response to the following:   * Do you think HIPAA (1996) Security Regulations and the HITECH (2009) modifications are too stringent? Why or why not?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 4.4, 4.5 | Discussion Board = 1hr. |
| **Technologies Supporting HIS Journal**  In Ch. 9 of the textbook, Wagner, Lee, and Glaser (2013) explained the core technologies that support health care information systems (HIS), which include the following:   * Data management and access * Networks and data communications * Information distribution schemes * Internet and web concepts and applications * Clinical and managerial decision support * Information system architectures   **Write** a 350- to 400-word journal that addresses the following:   * Choose two different core technology categories (listed above) that support health care information systems. * Explain the function and purpose of each category. * Is it important for senior health care leadership (non IT leadership) to possess a basic understanding of those two supporting technologies? Why or why not?   **Format** your journal post according to APA guidelines.  **Post** your journal response into Blackboard.  *Due at [enter time] EST on [day].* | | 4.1, 4.2 | Journal = 1hr. |
| **Final Project Preparation**  **Review** the Final Project: Case Study Analysis document for a description of the requirements.  **Prepare** a case study paper outline and a PowerPoint outline based on the requirements. Include three external references in your outline.  **Submit** both outlines to Blackboard.  *Note.* This assignment is connected with the final project presentation due *Thursday* of Week 7 and final project paper due in Week 7.  *Due at [enter time] EST on [day].* | | 7.1, 7.2 | Guided Project = 1hr. |
| **Week 4 Test**  **Complete** the Week 4 Test. | | 4.1, 4.2, 4.3, 4.4, 4.5 | Test = 1hr. |
| **Total** |  |  | **6hrs.** |
| **Notes** |  | | |

**Faculty Notes:**

**Final Project Preparation:** The paper and presentation outline are preparations for the final project due in Week 7. The presentation involves a peer evaluation element requiring you to assign students to review each other. Be prepared to assign students to be reviewed by another student in Week 7. Inform students to correspond through e-mail when completing the Peer Evaluation to review each other’s work and to copy the instructor in the message. Provide additional direction as needed.

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| Week Five: Organizing IT Services and IT Alignment and Strategic Planning | |  |  |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Describe the different ways IT services might be organized within a health care organization. | | CLO3, 4, 5 | |
| * 1. Explain the process for developing an IT strategy. | | CLO3, 4, 5 | |
| * 1. Discuss the challenges of developing an IT strategy. | | CLO3, 4, 5 | |
| ***Required Learning Resources and Activities****: Students must complete any resources activities listed in this section as selected by the instructor.* | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** Ch.12 & 13 of *Health Care Information Systems*.  **Read** the article “Guidelines for IT Management: Aligning IT With Business Strategy” on Blackboard. | | 5.1, 5.2, 5.3 |  |
| **Business Strategy and Management**  **Watch** the following videos:   * “Aligning IT To Your Business Strategy” [32:04mins]: <https://www.youtube.com/watch?v=x0BNAkrPQLs> * “Steps To Building your EHR Change Management Strategy” [47:28mins]: <https://www.youtube.com/watch?v=j3Q8QQmzcqQ> | | 5.2, 5.3 |  |
| **Project Preparation**  **Continue** working on your Final Project: Case Study Analysis paper and presentation due in Week 7. Contact your instructor if you have any questions. | | N/A |  |
| **Week 5 Matching Exercise**  **Complete** the Week 5 Matching Exercise. This exercise will help you pass the test this week. | | 5.1, 5.2, 5.3 | Lecture Activity = 1hr. |
| ***Assignment****: Students must complete the weekly assignment(s).* | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **DQ 5.1 Factors Influencing IT Structures**  According to Wagner, Lee, and Glaser (2011), four factors influence the structure of the IT department:   * Definition and formation of major IT units * Degree of IT centralization or decentralization * Core IT competencies * Departmental attributes   **Select** one of the four factors.  **Post** a minimum 250- to 275-word substantive response to the following:   * Describe the chosen factor. How does this influence the structure of the IT department?     **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 5.1 | Discussion Board = 1hr. |
| **DQ 5.2 IT Outsourcing**  **Find** an article that outlines the advantages and disadvantage of outsourcing IT.  **Post** a minimum 250- to 275-word substantive response to the following:   * What criteria might an organization use to determine if it should outsource certain IT functions? Describe the pros and cons of outsourcing.   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 5.1 | Discussion Board = 1hr. |
| **DQ 5.3 IT and Business Strategy Alignment Challenges**  **Post** a minimum 250- to 275-word substantive response to the following:   * What is one of the major IT and business strategy alignment challenges? Explain how this challenge can be overcome.   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 5.3 | Discussion Board = 1hr. |
| **Vectors for Arriving at IT Strategy**  **Review** section “Vectors for Arriving at IT Strategy” on pp. 442–446 in Ch. 13 of the textbook readings for this week.  **Prepare** a professional PowerPoint presentation with a minimum of 13 content slides that illustrates your understanding of the vectors for arriving at IT strategy. Summarize your conclusions on how the convergence of the four vectors can result into an effective IT strategy.  **Include** a reference slide forsources of information, such as the textbook, external resources, and your personal experience (if applicable).  **Format** your presentation according to APA guidelines. The presentation should contain the following slides: Title, Agenda, Introduction, Summary, and References.  **Use** the Guidelines for Effective Slide Presentations document to help you organize your presentation.  **Post** a link of your presentation using Google Drive to the discussion board.  **Review** the presentation of at least two other students and ask a question pertaining to the presentation and this week’s learning.  Google Drive Tutorial:  **Click** on **Technology Tutorials** tab from the left menu in Blackboard for a tutorial on Using Google Drive.  *Due at [enter time] EST on [day].* | | 5.2 | Presentation = 1.5hrs. |
| **Week 5 Test**  **Complete** the Week 5 Test. | | 5.1, 5.2, 5.3 | Test = 1hr. |
| **Total** |  |  | **6.5hrs.** |
| **Notes** |  | | |

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| Week Six: 1. Strategy Considerations  2. IT Governance and Management | |  |  |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Analyze the significance of strategy considerations including complementary strategies. | | CLO3, 4, 5 | |
| * 1. Interpret common pitfalls and obstacles to the competitive use of information technology. | | CLO3, 4, 5 | |
| * 1. Describe the types of organizational change that impact strategy and can be used to deliver sustained competitive advantage. | | CLO3, 4, 5 | |
| * 1. Articulate senior management’s role in major IT initiatives. | | CLO4 | |
| * 1. Recognize the scope and importance of well-developed IT governance mechanisms. | | CLO4 | |
| ***Required Learning Resources and Activities: Students must complete any resources activities listed in this section as selected by the instructor.*** | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** Ch. 14, 15, & pp. 522–528 in Ch. 16 of *Health Care Information Systems*.  **Read** the following articles online:   * “Take a Look at How Market Forces Will Impact Health Care”: <http://www.hhnmag.com/display/HHN-news-article.dhtml?dcrPath=/templatedata/HF_Common/NewsArticle/data/HHN/Magazine/2014/Sep/gate-aha-environment-scan-2015> * “Top 5 health IT trends for 2015: What’s top of the mind?”: <http://www.healthcareitnews.com/blog/top-5-health-it-trends-2015-whats-top-mind> | | 6.1, 6.2, 6.3, 6.4, 6.5 |  |
| **Project Preparation**  **Continue** working on your Final Project: Case Study Analysis paper and presentation due in Week 7. Contact your instructor if you have any questions. | | N/A |  |
| **Strategies**  **Watch** the following videos:   * “7 Steps to Successful Strategy and Implementation” [10:25mins]: <https://www.youtube.com/watch?v=LkesApAMSQk> * “An Introduction to Strategic Planning 1” [14:02mins]: <https://www.youtube.com/watch?v=IArJqjJPTLI> * “Why Strategies Fail” [31:15mins]: <https://www.youtube.com/watch?v=baHpD87OVk0>   **Post** any insights or questions to the Week 6 Discussion forum. | | 6.1, 6.2, 6.3 | Lecture Activity = 1hr. |
| ***Assignment: Students must complete the weekly assignment(s).*** | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **DQ 6.1 IT Sustainable Competitive Advantage**  **Post** a minimum 250- to 275-word substantive response to the following:   * Information technology itself can provide a competitive advantage that is sustainable for a long time. Do you agree with this perspective? Why or why not?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 6.1, 6.2, 6.3, 6.4 | Discussion Board = 1hr. |
| **DQ 6.2 Governance Characteristics**  **Post** a minimum 250- to 275-word substantive response to the following:   * Describe the major characteristics of well-developed governance mechanisms. From your perspective, which characteristic would be the most challenging to manage? Why?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word response to other student’s posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 6.5 | Discussion Board = 1hr. |
| **Sustainable Competitive Advantage**  **Review** the chapter readings from the textbook this week.  **Prepare** a professional PowerPoint presentation with a minimum of 13 content slides that illustrates your understanding of the readings videos. Include a minimum of six key points or issues that show the importance of a sustainable competitive advantage in health care information technology.  **Summarize** your conclusions on how organizations can remain competitive in the rapidly changing health care environments including some of the common pitfalls that should be avoided.  **Include** a reference slide forsources of information, such as the textbook, external resources, and your personal experience (if applicable).  **Format** your presentation according to APA guidelines. The presentation should contain the following slides: Title, Agenda, Introduction, Summary, and References.  **Use** the Guidelines for Effective Slide Presentations document to help you organize your presentation.  **Post** a link of your presentation using Google Drive to the discussion board.  **Review** the presentation of at least two other students and ask a question pertaining to the presentation and this week’s learning.  Google Drive Tutorial:  **Click** on **Technology Tutorials** tab from the left menu in Blackboard for a tutorial on Using Google Drive.  *Due at [enter time] EST on [day].* | | 6.1, 6.2, 6.3, 6.4 | Presentation = 1hrs. |
| **Week 6 Test**  **Complete** the Week 6 Test. | | 6.1, 6.2, 6.3, 6.4 | Test = 1hr. |
| **Total** |  |  | **5hrs.** |
| **Notes** |  | | |

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| Week Seven: Managing IT Projects | |  |  |
| ***Learning Objectives*** | | ***Alignment*** | |
| * 1. Evaluate factors that contribute to IT project failures and the critical success factors that remedy them. | | CLO4 | |
| * 1. Develop a plan for assessing the value of an IT investment and communicate plan to the board. | | CLO5 | |
| ***Required Learning Resources and Activities****: Students must complete any resources activities listed in this section as selected by the instructor.* | | ***Alignment*** | ***Pages/AIE/***  ***Generic*** |
| **Read** pp. 528–552 in Ch. 16 & 17 of *Health Care Information Systems*. | | 7.1, 7.2 |  |
| **Causes of Project Failure**  **View** “Major Causes of Project Failure and How to Prevent Them” [54:08mins]: <https://www.youtube.com/watch?v=smTDjfrySTM> | | 7.1, 7.2 |  |
| ***Assignment****: Students must complete the weekly assignment(s).* | | ***Alignment*** | ***Points/AIE/***  ***Generic*** |
| **Project Failures Reflection Blog**  **Review** the readings and video for this week.  **Write** a 350- to 400-word blog that incorporates the following:   * What are three reasons for IT initiative failures? Explain. What critical success factors would remedy each failure and ensure successful project delivery?   **Respond** to at least one other student’s post in a manner that is thought provoking and that appropriately challenges the discussion. The minimum word reply to posts is 150 to 200 words.  All posts require college-level writing and APA formatting. The quality of your responses affects your grade. See the **Online Discussion Forum Posting Rubric**.  *Note*. Initial answers to the question are due by 11:59 p.m. (EST) on Thursday. All responses must be posted by 11:59 p.m. (EST) on Sunday. | | 7.1 | Blog = 1hr. |
| **Final Project: Case Study Analysis Presentation**  **Review** the Final Project: Case Study Analysis document for a description of the requirements.  **Follow** the instructions in the document to develop a presentation based on the final project paper.  **Post** a link of your presentation using Google Drive to the discussion board. Your instructor will assign you a student to evaluate their presentation.  **Complete** the Peer Evaluation form as you evaluate one other student’s work.  **E-mail** the completed evaluation to the student as a Microsoft Word attachment and copy your instructor in the e-mail message.  *Due on Thursday.* | | 7.1, 7.2 | Presentation = 1hr. |
| **Final Project: Case Study Analysis Paper**  **Review** the Final Project: Case Study Analysis document for a description of the requirements.  **Submit** your case study analysis to Blackboard.  *Due at [enter time] EST on [day].* | | 6.1, 7.1, 7.2 | Case study = 1.5hrs. |
| **Course Reflection**  **Complete** the Course Reflection worksheet. | | VARIES | Reflection Activity = .50hr. |
| **Total** |  |  | **4hrs.** |
| **Notes** |  | | |

**Faculty Notes:**

**Final Project: Case Study Analysis Presentation:** The final project presentation involves a peer evaluation element requiring you to assign students to review each other. Make sure to assign students to be reviewed by another student. Inform students to correspond through e-mail when completing the Peer Evaluation to review each other’s work and to copy the instructor in the message. The presentation needs to be completed by **Thursday**, however, you may change this due date. If you change the due date, ensure that the new due date allows enough time for students to perform the peer evaluations. Provide additional direction as needed.

# Breakdown of Academic Instructional Equivalencies

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| **Week 1** |  |  |
| Required |  | 7hrs. |
| Supplemental |  |  |
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| **Week 2** |  |  |
| Required |  | 7hrs. |
| Supplemental |  |  |
|  |  |  |
| **Week 3** |  |  |
| Required |  | 6.5hrs. |
| Supplemental |  |  |
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| **Week 4** |  |  |
| Required |  | 6hrs. |
| Supplemental |  |  |
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| **Week5** |  |  |
| Required |  | 6.5hrs. |
| Supplemental |  |  |
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| **Week 6** |  |  |
| Required |  | 5hrs. |
| Supplemental |  |  |
|  |  |  |
| **Week 7** |  |  |
| Required |  | 4hrs. |
| Supplemental |  |  |
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|  |  |  |
| **Total Required Hours** |  | 42hrs. |
| **Total Supplemental Hours** |  |  |
| **Total Hours** |  |  |