

Revised 7/23/07

PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: Minor HCSA (Health Care Systems Administration) curriculum change – Drop HCSA 205 Computers in Health Care and add CAHS 300 Health Information Systems:

Initiating Unit or Individual: Health Care Systems Administration program faculty
Contact Person's Name: Paula Hagstrom e-mail: hagstrop@ferris.edu phone: x2316
Date or Term of Proposal Implementation: Fall 2009

- Group I - A – New degree/major or major, redirection of a current offering, or elimination of a degree, major or minor
- Group I - B – New minors or concentrations
- Group II - A – Minor curriculum clean-up and course changes
- Group II - B – New Course
- Group III - Certificates
- Group IV – Off-Campus Programs

Group/Individual	Signature	Date	Vote/Action *
Program Faculty	<i>Paula Hagstrom</i>	1/12/09	<u>5</u> Support <u>0</u> Support with Concerns <u>0</u> Not Support
Department Faculty	<i>Julie A. Coon</i>	1/23/09	<u>12</u> Support <u>0</u> Support with Concerns <u>0</u> Not Support
Department Head	<i>Julie A. Coon</i>	1/23/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
College Curriculum Committee	<i>Barbara Ross</i>	1/26/09	<u>5</u> Support <u>0</u> Support with Concerns <u>0</u> Not Support
College Faculty	<i>Allen Handline</i>	1/27/09	<u>42</u> Support <u>0</u> Support with Concerns <u>0</u> Not Support
Dean	<i>Allen Handline</i>	1/27/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
University Curriculum Committee	<i>Allen Handline</i>	2/10/09	<input checked="" type="checkbox"/> Support 9-0 <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Senate	<i>Richard Dufferen</i>	2/10/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Academic Affairs	<i>Donald Fleckinger</i>	2/13/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support

* Support with Concerns or Not Support must include a list of specific concerns. Votes must be shown for faculty groups. Administrators check appropriate action taken.

To be completed by Academic Affairs

 President (Date Approved) _____
 Board of Trustees (Date Approved) _____
 President's Council (Date Approved)

1. Proposal Summary

We would like to add CAHS 300 Health Information Systems and drop HCSA 205 Computers in Health Care because the new course could be taken by all CAHS students. The content would be relevant for any health care curriculum. Graduates of the HCSA program are employed in various health care settings (hospitals, physician practices, long term care, ambulatory care) and in various departments (clinical, human resources, materials management, health information, finance, patient accounting). Because they work with various types of health care professionals, it is important that they have a good understanding of the technology and applications used within the health care facility. The current course, HCSA 205 (2cr), provides the students with a brief overview of the different applications used in health care facilities. CAHS 300 (3cr) will allow additional time for discussions in the specific applications used in various departments and health care settings.

2. Summary of All Course Action Required*

a. **Newly Created Courses to FSU:**
 Prefix Number Title

b. **Courses to be Deleted From FSU Catalog:**

Prefix	Number	Title
HCSA	205	Computers in Health Care

c. **Existing Course(s) to be Modified:**

Prefix	Number	Title
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d. **Addition of existing FSU courses to program**

Prefix	Number	Title
CAHS	300	Health Information Systems

e. **Removal of existing FSU courses from program**

Prefix	Number	Title
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*Contact Senate Secretary or UCC Chair if spaces for additional courses are needed.

FLITE SERVICES CONSULTATION FORM

To be completed by the liaison librarian and approved by the Dean of FLITE. All returned forms should be included in the proposal. FLITE must respond within 20 calendar days of receipt of this form to insure that the form is included in the final proposal.

FAILURE TO RESPOND IS CONSIDERED AS SUPPORT OF THE CHANGE.

RE: Proposal Title: Drop HCSA 205 Computers in Health Care and add CAHS 300 Health Information Systems

Projected number of students per year affected by proposed change: 140

Initiator(s): Health Care Systems Administration and Health Information Programs faculty

Proposal Contact: Paula Hagstrom Date Sent: _____

Department: Clinical Laboratory, Respiratory, and Health Administration Programs Campus Address: VFS 400B

(Please print)

Liaison Librarian Signature: *Alan Konecny* Date: 2-11-09

Dean of FLITE Signature: *Leah M. Moneys* Date Returned: 2-11-09

Based upon our review on 2/11/09 (date), FLITE concludes that:

Library resources to support the proposed curriculum change are currently available.

Additional Library resources are needed but can be obtained from current funds.

Support, but significant additional Library funds/resources are required in the amount of \$ _____.

Does not support the proposal for reasons listed below.

Comment regarding the impact this proposal will have on library resources, collection development, programs, etc. Use additional pages if necessary.

The proposed modifications should not have a significant impact on collection development.

Ferris State University
College of Allied Health Sciences
Health Care Systems Administration Program
Guide for students who enter the program Fall 2003 and beyond

		Professional Requirements- 47 cr. Required		
		Course Title prerequisites shown in ()	Cr.	Grade
HCSA	202	Health Care Law (CCHS 101)	3	
HCSA	205	Computers in Health Care (ISYS 105)	2	
HCSA	220	Health Services Administration (CCHS 101)	3	
HCSA	320	Principles of Managed Care (HCSA 202)	3	
HCSA	335	Supervisory Practices in Health Care	4	
HCSA	345	Internship Orientation (Department Approval)	1	
HCSA	401	Finance Concepts in Health Care (ACCT 201, CCHS 101)	4	
HCSA	433	Quality Improvement in Health Care (CCHS 101, MGMT 301)	3	
HCSA	460	Principles of Long Term Care (HCSA 320)	3	
HCSA	474	Planning and Promotion in Health Care (HCSA 401)	4	
HCSA	392	Internship I (Department approval)	6	
HCSA	493	Internship 2 (Department approval)	12	
		Core Requirements –26 cr. Required		
ACCT	201	Principles of Accounting 1 (MATH 110 with grade of C- or above or ACT Math score 19)	3	
CCHS	101	Orientation to Health Care (None)	3	
CCHS	102	Safety Issues in Health Care (None)	1	
COMM	365	Intercultural Communication (COMM 105 or COMM 200)	3	
EHSM	315	Epidemiology and Statistics (Enrollment in CAHS)	3	
ISYS	105	Microcomputer Applications (None)	3	
ISYS	200	Database Applications (ISYS 105)	3	
MGMT	301	Applied Management (None)	3	
MKTG	321	Principles of Marketing	3	
MRIS	103	Medical Terminology (None)	4	
		Communication Competence- 15 cr. Required		
COMM	105/221	Interpersonal Communication OR Small Group Decision Making (none)	3	
ENGL	150	English 1 (ENGL 074, 14 on ACT, 370 on SAT)	3	
ENGL	250	English 2 (ENGL 150 with grade of C- or better)	3	
ENGL	321/325	Advanced Composition OR Advanced Business Writing (ENGL 250)	3	
		Scientific Understanding 8 cr. Required		
BIOL	109	Basic Human Anatomy and Physiology (None)	4	
		Select one course from ASTR, BIOL, CHEM, GEOG 111, GEOG 121, PHSC, PHYS	4	
		Quantitative Skills – 3 cr. Required		
MATH	115	Intermediate Algebra (Math 110 with grade of C- or better) (if ACT Math subscore of 24 substitute related elective)	0	
		Social Awareness –9 cr. Required		
		Social Awareness courses must be in at least two different subject areas		
		Social Awareness Foundation Course	3	
		Race, Ethnicity, and/or Gender Elective	3	
		Social Awareness Elective at 200 level or higher	3	
		Cultural Enrichment- 9 cr. Required		
		Select 3 courses from the following subject areas: ARTH, ARTS, FILM, FREN, GERM, HIST, HUMN, LITR, MUSI, PHIL, SPAN, THTR. <ul style="list-style-type: none"> • One course must be at the 200 level or higher • No more than 5 credit hours in music or theater activities courses. • One course from Cultural Enrichment or Social Awareness must meet the Global Consciousness Requirement 		

		Cultural enrichment elective	3	
		Cultural enrichment elective	3	
		Cultural enrichment elective at 200 level or higher	3	
		Related Electives – 6 cr. Required		
		Related Electives are met for dual enrolled students with their clinical courses		
			3	
			3	

Approved 1/03

123 credit hours required for graduation

**Ferris State University
College of Allied Health Sciences
Health Care Systems Administration Program
Guide for students who enter the program Fall 2009 and beyond**

		Professional Requirements- 49 cr. Required		
		Course Title prerequisites shown in ()	Cr.	Grade
HCSA	202	Health Care Law (CCHS 101)	3	
HCSA	220	Health Services Administration (CCHS 101)	3	
CAHS	300	Health Information Systems (Junior Status)	3	
HCSA	320	Principles of Managed Care (HCSA 202)	3	
HCSA	335	Supervisory Practices in Health Care	4	
HCSA	345	Internship Orientation (Department Approval)	1	
HCSA	401	Finance Concepts in Health Care (ACCT 201, CCHS 101)	4	
HCSA	433	Quality Improvement in Health Care (CCHS 101, MGMT 301)	3	
HCSA	460	Principles of Long Term Care (HCSA 320)	3	
HCSA	474	Planning and Promotion in Health Care (HCSA 401)	4	
HCSA	392	Internship I (Department approval)	6	
HCSA	493	Internship 2 (Department approval)	12	
		Core Requirements –29 cr. Required		
ACCT	201	Principles of Accounting 1 (MATH 110 with grade of C- or above or ACT Math score 19)	3	
CCHS	101	Orientation to Health Care (None)	3	
CCHS	102	Safety Issues in Health Care (None)	1	
COMM	365	Intercultural Communication (COMM 105 or COMM 200)	3	
EHSM	315	Epidemiology and Statistics (Enrollment in CAHS)	3	
ISYS	105	Microcomputer Applications (None)	3	
ISYS	200	Database Applications (ISYS 105)	3	
MGMT	301	Applied Management (None)	3	
MKTG	321	Principles of Marketing	3	
MRIS	103	Medical Terminology (None)	4	
		Communication Competence - 12 cr. Required		
COMM	105/221	Interpersonal Communication OR Small Group Decision Making (none)	3	
ENGL	150	English 1 (ENGL 074, 14 on ACT, 370 on SAT)	3	
ENGL	250	English 2 (ENGL 150 with grade of C- or better)	3	
ENGL	321/325	Advanced Composition OR Advanced Business Writing (ENGL 250)	3	
		Scientific Understanding 8 cr. Required		
BIOL	109	Basic Human Anatomy and Physiology (None)	4	
		Select one course from ASTR, BIOL, CHEM, GEOG 111, GEOG 121, PHSC, PHYS	4	
		Quantitative Skills – 3 cr. Required		
MATH	115	Intermediate Algebra (Math 110 with grade of C- or better) (if ACT Math subscore of 24 substitute related elective)	0	
		Social Awareness – 9 cr. Required		
		Social Awareness courses must be in at least two different subject areas		
		Social Awareness Foundation Course	3	
		Race, Ethnicity, and/or Gender Elective	3	
		Social Awareness Elective at 200 level or higher	3	
		Cultural Enrichment - 9 cr. Required		
		Select 3 courses from the following subject areas: ARTH, ARTS, FILM, FREN, GERM, HIST, HUMN, LITR, MUSI, PHIL, SPAN, THTR.		
		<ul style="list-style-type: none"> • One course must be at the 200 level or higher • No more than 5 credit hours in music or theater activities courses. • One course from Cultural Enrichment or Social Awareness must meet the Global Consciousness Requirement 		

		Cultural enrichment elective	3	
		Cultural enrichment elective	3	
		Cultural enrichment elective at 200 level or higher	3	
		Related Electives – 6 cr. Required		
		Related Electives are met for dual enrolled students with their clinical courses		
			3	
			3	

125 credit hours required for graduation



Leonard Johnson/FSU

02/04/2009 12:30 PM

To Paula Hagstrom/FSU@Ferris

Ellen J Haneline/FSU@FERRIS, Sandra L

cc Aispach/FSU@FERRIS, Leonard Johnson/FSU@Ferris,

Andrew L Purvis/FSU@FERRIS, Barbara A

bcc

Subject HIM and HCSA Curriculum Proposals

Hi Paula

The UCC met yesterday and discussed your proposals to make revisions in the HIM and HCSA Curricula. Please consult with Dean Haneline to identify one number that will be used as the cap for section enrollment in CAHS 300, and remove paperwork for CAHS 300 from the HCSA proposal (it only needs to appear in one of the proposals!), and simply show it on the Form A (2d.) as an "existing course to be added to the program.

Please contact Barbara Ross or me should you have any questions.

Thanks.

Leonard

Leonard R. Johnson, Ph.D

Professor

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