DATE: November 10, 2015

TO: Randall Hannum, Chair

College Council Curriculum Committee

FROM: Curriculum Subcommittee

Maura Smale (Chair), Liz Schaible, Angran Xiao

RE: Final Report for Proposal 15-02: HSA 4960 Nursing Home Administration

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**COURSE TITLE AND NUMBER:** HSA 4960 Nursing Home Administration

**CREDIT HOURS:** 3credits;3 class hours

**PREREQUISITES:** HSA 3510; HSA 3630 recommended

**CATALOG DESCRIPTION:**

Provides students with information related to the organization and administration of long term care services with an emphasis on the structure and functions of nursing homes. The course seeks to orient students to the subject areas within the discipline’s certification examination.

**RATIONALE:**

This course enables students to gain an understanding of key issues routinely encountered in the administration of nursing homes within the United States. For those seeking to become a certified nursing home administrator, this elective course provides content beyond that covered in the program’s core teaching. Coursework will familiarize students with the subject areas found within the discipline’s required licensure examination.

**Strengths**

This elective course builds upon preexisting knowledge gained in HSA 3510 (Health Services Management 1) and provides a greater breadth and depth of discipline-specific instruction on administrative conditions routinely encountered in long term care. The course will be relevant for current students within the major with interests in long term care, as well as graduates whose occupational circumstances require further study in long term care administration.

**Weaknesses**

None

**Issues and Concerns Discussed**

The subcommittee, Dean, and Provost’s office made several suggestions for changes to the course proposal, including increasing the headcount to 25 students, adding HSA 3630 as a recommended prerequisite, streamlining the Rationale and Course Description, adding General Education Goals, and adding a chart for Assessment Methods. Additional minor changes suggested include updating the textbook edition, standardizing references to a single citation style, and copy editing. All feedback was incorporated into the proposal by the proposer.

**Subcommittee activities**

The subcommittee met to discuss the proposal and suggested several small changes to the proposer. A revised course proposal was provided, and the subcommittee and proposer subsequently met with Provost Bonne August, Associate Provost Pam Brown, Dean David Smith, and Kim Cardascia. Changes suggested at both meetings were implemented in the final version of the proposal.