Bossier Parish Community College  
Master Syllabus

**Course Prefix and Number:** HCM 299  
**Credit Hours:** 3-3-0

**Course Title:** Internship in Healthcare Management

**Course Prerequisites:** To be eligible to enroll in HCM 299, the student must have completed a minimum of 40 hours of the Healthcare Management Program courses and obtained the permission of the Program Director. Students enrolled in HCM 299 may be subject to drug/alcohol screening and background checks.

It is required, as you may have opportunities for different levels of host organizational access, that students have documentation of 2 MMRs, Rubella titer, Rubeola titer, TB skin test (current for the year), a tetanus vaccination (within 10 years), Varicella titer, Hepatitis B series (with titer upon completion of series), and health insurance.

**Textbook:** None

**Course Description:** This is a practicum performed in the student’s sophomore year. Under supervision in an approved agency, the student will have the opportunity for on-the-job experiences. The practicum is project-based in that the student is expected to produce tangible output for the host organization. It is expected that the student will select a practicum site, which is consistent with career interests and objectives.

**Learning Outcomes:** By the completion of this course, students will have:

A. Demonstrated their analytical and critical thinking skills.
B. Demonstrated their ability to actively identify and apply managerial techniques within the healthcare industry.
C. Generated reports that quantify and qualify their experience within the healthcare industry.
D. Identified areas of future job opportunities within the industry and demonstrated their understanding of how to obtain them.

To achieve the learning outcomes, the student will

1. Observe and actively participate in decision-making and strategic planning involved in program design, implementation and evaluation at the healthcare agency. (A, B, and C);
2. Perform all roles and responsibilities effectively demonstrating professionalism and a strong work ethic. (A, C, D);
3. Distinguish a healthcare organizations policies from their practices. (A, B, and D);
4. Identify organizational techniques for responding to pressure from external forces such as social, political, regulatory, or competitive agencies/organizations. (A and D);
5. Apply principles of problem-solving and decision-making to one of the organization’s problems and present solutions in a presentation to administrative personnel. (A, B, C, and D);
6. Explain the purpose of selected internal program such as community education, employee education, and quality improvement and describe it in relation to the organization. (A, B and D).
7. Describe management styles observed and self-critique personal management style relative to site observations (A, B, C, and D);

**Course Requirements:**

A. Class attendance (see the student handbook for attendance policies)
B. Students are required to use our LMS and are encouraged to use the BPCC Library to research healthcare management topics and employment opportunities.

**Course Grading:**

B. Although Instructors may give other assignments, they will require students to submit one internship proposal, eight weekly time logs, eight weekly summaries, and one internship summative assessment.

Revised: January 01, 2016
Attendance Policy: The college attendance policy is available at http://www.bpcc.edu/catalog/current/academicpolicies.html

Course Fees: (This course is accompanied with additional fees for drug and background testing.)

Nondiscrimination Statement: Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

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