

HSA 320 – Healthcare Human Resource Management

Course Description

This course introduces contemporary healthcare human resource management issues within the U.S. healthcare system. Contrasts the differences between personnel administration and elements of strategic human resource management. Students learn key concepts such as; line vs. staff relationships, the manager/employee relationship, job design, job analysis, position descriptions, recruitment, retention, promotion, succession planning, legal issues, safety issues, labor relations, training, compensation, benefits, and performance appraisals. Current trends in healthcare human resource management are covered.

Instructional Materials

Fallon, L. F., Jr., & McConnell, C. R. (2007). *Human resource management in health care: Principles and practice*. Sudbury, MA: Jones and Bartlett.

Course Learning Outcomes

1. Appraise the aspects of managing human resources (HR) in healthcare organizations.
2. Analyze the relationships between human resources, executive management, and other organizational departments.
3. Evaluate laws and regulations affecting healthcare organizations.
4. Analyze the factors affecting the employee / employer relationship in healthcare organizations.
5. Analyze the elements of position descriptions, recruiting, and selection interviewing.
6. Discuss the importance of training and development.
7. Analyze the components of compensation, benefits, and performance management.
8. Scrutinize the ethical and moral aspects of human resource guidelines and decisions.
9. Apply the process of successful succession planning.
10. Analyze the elements of labor and employee relations.
11. Evaluate the process and advantages of arbitration.
12. Describe the use of consultants and maintaining an effective human resources department.
13. Use technology and information resources to research issues in healthcare human resources management.
14. Write clearly and concisely about healthcare human resources management using proper writing mechanics.