Tasmanian School of Business & Economics (TSBE) (School)
College of Business and Economics (College)

BAA754
Health Finance, Economics and Accounting
12.50 Credit points

Semester 2, 2019
Unit Outline

Unit Coordinator
Dr Maria Agaliotis and Dr Nazlee Siddiqui
CONTACT DETAILS

Unit coordinator

Unit coordinator: Dr Maria Agaliotis
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Consultation hours: By appointment

Other teaching staff
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WHAT IS THE UNIT ABOUT?

Unit description

This unit examines the theories and frequently used techniques of economics, financial and managerial accounting in healthcare organisations. Public and private funding issues will be examined, across the acute, primary and aged care sectors. Students will apply this knowledge to determine cost efficient and effective decision making, taking into account safety, quality and resource considerations. Students will investigate critical topics and approaches, including: funding models; supply and demand factors; economic evaluations, financial statements and working capital cycle; budgeting approaches and key performance indicators; long-term investments and ratio analysis; cost allocation; and, value based purchasing. Students will have opportunities to hear from experts across Australia and participate in industry relevant studies and analysis.

Intended Learning Outcomes

On completion of this unit, you will be able to:

1. Appraise the funding models and core concepts of economics, financial and managerial accounting in the Australian health sector.
2. Evaluate the use of techniques of economics, financial and managerial accounting for cost efficient and effective managerial decisions in health.
3. Compare public and private funding issues across the acute, primary and aged care sectors.
4. Argue the ethical and practical budget implications of cost efficiency focusing on cost, safety and quality.
5. Assess how to improve the application of economics, financial and managerial accounting in the health sector.

Graduate Quality Statement

Successful completion of this unit supports your development of course learning outcomes, which describe what a graduate of a course knows, understands and is able to do. Course learning outcomes are available from the Course Coordinator. Course learning outcomes are developed with reference to national discipline standards, Australian Qualifications Framework (AQF), any professional accreditation requirements and the University of Tasmania’s Graduate Statement.

The University of Tasmania experience unlocks the potential of individuals. Our graduates are equipped and inspired to shape and respond to the opportunities and challenges of the future as accomplished communicators, highly regarded professionals and culturally competent citizens in local, national, and global society.
University of Tasmania graduates acquire subject and multidisciplinary knowledge and skills, and develop critical and creative literacies and numeracies and skills of inquiry. They demonstrate the ability to apply this knowledge in changing circumstances. Our graduates recognise and critically evaluate issues of social responsibility, ethical conduct and sustainability, are entrepreneurial and creative, and are mindful of their own wellbeing and that of the community. Through respect for diversity and by working in collaborative ways, our graduates reflect the values of the University of Tasmania.

Alterations to the unit as a result of student feedback

This is a new unit that has not been previously taught.

Prior knowledge &/or skills

N/A
**HOW WILL I BE ASSESSED?**

### Assessment schedule

<table>
<thead>
<tr>
<th>Assessment task</th>
<th>Date due</th>
<th>Percent weighting</th>
<th>Links to Intended Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment Task 1: Report</td>
<td>Monday 12 August 2019, 2 pm AEST (Week 5)</td>
<td>30%</td>
<td>1, 2, 5</td>
</tr>
<tr>
<td>Assessment Task 2: Report</td>
<td>Monday 30 September 2019, 2 pm AEST (Week 11)</td>
<td>40%</td>
<td>4, 5</td>
</tr>
<tr>
<td>Assessment Task 3.1: Online discussion post 1</td>
<td>Monday 29 July 2019, 2 pm AEST (Week 3)</td>
<td>10%</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Assessment Task 3.2: Online discussion post 2</td>
<td>Monday 9 September 2019, 2 pm AEST (Week 8)</td>
<td>10%</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Assessment Task 3.3: Online discussion post 3</td>
<td>Friday 18 October 2019, 2 pm AEDT (Week 13)</td>
<td>10%</td>
<td>3, 5</td>
</tr>
</tbody>
</table>

### Assessment details

**Assessment Task 1: Report**

**Task description**

Australia’s health care system is being shaped by the principle of value-based healthcare. Health managers are needing to make decisions to optimise cost using alternative surgery procedures. Economic evaluation (EE) is a “comparative analysis of alternative courses of action in terms of both their costs and consequences” (Drummond 2015 p. 4) and is used to assist in allocating scarce health resources.

Your CEO has asked you to assess two treatment interventions. One is gastric band surgery procedure and the other is conventional/usual care in your hospital. The patient population targeted is obese, pre-diabetic patients.

Apply James et al. (2017) economic evaluation assessing if Roux-En-Y gastric bypass (RYGB) treatment or conventional/usual care could be an effective investment for your health service based on cost efficiency and value of care.

Prepare a report for your CEO that has the following parts:

1. **Introduction.** (200 words, 2 marks)
Detail the organisational context, purpose and structure of the report.

2. Economic evaluation – a surgical procedure vs usual care.
   (1200 words, 13 marks)
   2.1 Explain the concept of EE and importance to enhance value in patient care for obesity management (150 words, 2 marks).

   2.2 Explain RYGB and conventional care approaches for managing chronic obesity (150 words, 2 marks).

     2.3.1 Question 2: Was a comprehensive description of the competing alternatives given? that is, can you tell who did what to whom, where and how often? (200 words, 2 marks).
     2.3.2 Question 4: Were all the important and relevant costs and consequences for each alternative identified? (400 words, 4 marks).
     2.3.3 Question 9: Was allowance made for uncertainty in the estimates of costs and consequences? (300 words, 3 marks).

3. Recommendations. (900 words, 9 marks)
   Drawing on your analysis in section 2, provide one recommendation for each criteria below. Explain the value of funding these treatments from the three perspectives:
   3.1. Health system (300 words, 3 marks).
   3.2. Targeted population (300 words, 3 marks).
   3.3. Individual patient (300 words, 3 marks).

4. Conclusion. (200 words, 3 marks)
   Succinctly re-state the argument position and summarise the analysis. Specify the key learnings and recommendations for the organisation.

Quality of presentation and academic writing (3 marks).
Note: As per the AIHSM writing and presentation style guide’s general report format, this report can include title page, Table of Contents, glossary of terms, references and appendices (if necessary). However, as an exception to the AIHSM guide, the report does not include the “Executive Summary” section.
A number of inter-related assessment criteria, including quality of presentation and academic writing will be applied to judge this task. Some of the relevant major criteria are provided below. A copy of the final version of the assessment criteria and marking scheme will be available through the Assessment area in MyLO.

<table>
<thead>
<tr>
<th>Criterion</th>
<th>Measures Intended Learning Outcome:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criterion 1</td>
<td>Explain the concept of EE and importance of conducting EE to enhance value in patient care.</td>
</tr>
<tr>
<td>Criterion 2</td>
<td>Evaluate the EE of 3 gastric band surgery procedures compared with the usual care.</td>
</tr>
<tr>
<td>Criterion 3</td>
<td>Recommend whether to fund for gastric band surgical procedures by discussing value proposition from system and targeted population perspectives.</td>
</tr>
</tbody>
</table>

**Task length** 2,500 words (10% +/- word count). Any other variance will attract a penalty. The word count includes such items as headings, quotes and in-text citations. It does not include such items as any appendices, and reference list at the end of the assignment.

**Due by date** Monday 12 August 2019, 2 pm AEST (Week 5)

**Assessment Task 2: Report**

**Task description** Your Chief Executive Officer (CEO) has asked you to provide a report on the financial budget and performance improvement for the next financial year.

The report requires:

- A critical review of the roles and processes of budgeting in meeting the organisational objectives; and,

- A critical examination of your organisation’s recent financial position and performance indicators against the budget and thresholds in the signed service agreement. This examination leads to determining performance of your organisation regarding patient care and financial sustainability (e.g. liability, cash flow, and working capital).

Drawing on the above analyses, you are to recommend management interventions to improve patient care and financial sustainability for the next financial year.
The report to the CEO must have the following sections:

1. **Executive Summary.** (250 words, 2.5 marks)
   Summarise the purpose, the organisational context, and the main points from section 3 of the report.

2. **Introduction.** (300 words, 3 marks)
   Explain the purpose and structure of the report. Provide an overview of organisational context, and objectives for patient safety and quality and financial sustainability.

3. **Critical review.** (1400 words, 18.5 marks)
   3.1 A critical review of the purposes of budgeting and process dimensions (for example, staff participation in budgeting, budget model, budget detail and budget forecasting) in meeting your organisation’s objectives in the current funding environment (600 words, 6 marks).
   
   3.2 Critically examine data from the 2018/2019 financial year, the relevant budgeted/targeted figures and the ‘threshold of key performance indicators’ regarding:
   - financials - expenditure and owned source revenue,
   - cost efficiency - cost ratio improvement,
   - effectiveness - unplanned hospital readmission,
   - safety - hospital acquired pressure injuries, and
   - patient centred culture - Patient Experience Survey.
   
   These data will be made available in the MyLO assessment page.
   
   On the basis of this data, determine the performance of your organisation (rating scale: not performing, under-performing or performing) and justify implications for patient care and financial sustainability in the areas of:
   
   3.2.1 **Financials** (160 words, 2.5 marks).
   3.2.2 **Cost efficiency** (160 words, 2.5 marks).
   3.2.3 **Effectiveness** (160 words, 2.5 marks).
   3.2.4 **Safety** (160 words, 2.5 marks).
   3.2.5 **Patient centred culture** (160 words, 2.5 marks).

4. **Recommendations.** (900 words, 10 marks)
Recommend five management interventions, one for each section in 3.2.1 – 3.2.5, to improve performance on both the patient care and financial sustainability.

5. Conclusion. (150 words, 2 marks)
Succinctly re-state insights that address the purpose of the report and the key learnings for the organisation.

Quality of presentation and academic writing (4 marks).
Note: As per the AIHSM writing and presentation style guide’s general report format, this report can include title page, Table of Contents, glossary of terms, references and appendices (if necessary).

A number of inter-related assessment criteria, including quality of presentation and academic writing will be applied to judge this task. Some of the relevant major criteria are provided below. A copy of the final version of the assessment criteria and marking scheme will be available through the Assessment area in MyLO.

<table>
<thead>
<tr>
<th>Criterion</th>
<th>Measures Intended Learning Outcome:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criterion 1</td>
<td>Explain and summarise the purpose of the report, the organisational context for patient safety, quality and financial sustainability.</td>
</tr>
<tr>
<td>Criterion 2</td>
<td>Critical review of the purposes of budgeting and its process dimensions in meeting your organisation’s objectives in the current funding environment.</td>
</tr>
<tr>
<td>Criterion 3</td>
<td>Critical examination of data from the financial year ending on June 2019, the relevant budgeted/targeted figures and the ‘threshold of key performance indicators to determine the performance of your organisation.</td>
</tr>
<tr>
<td>Criterion 4</td>
<td>Justify implications of your organisation’s performance for patient care and financial sustainability.</td>
</tr>
<tr>
<td>Criterion 5</td>
<td>Recommend management intervention to improve performance on both the patient care and financial sustainability.</td>
</tr>
<tr>
<td>Task length</td>
<td>3000 words</td>
</tr>
</tbody>
</table>
Due by date | Monday 30 September 2019, 2 pm AEST (Week 11)

Assessment Task 3: Online discussion posts

**Task description**

This online discussion forum on MyLO is designed for students to share the critical argument of key concepts introduced in the readings. This discussion forum is related to the unit’s curriculum concepts and include issues of classification systems, terminologies, coding, mandatory report, funding systems and associated management implications for health information managers.

There will be three online discussion forums held during the semester (weeks 3 to 13 inclusive) and you are required to participate by the dates suggested in the Unit Schedule. The due date for each of the three discussion forums will also be published in MyLO discussion forum section.

In each discussion forum, a student will be asked to answer one question per discussion forum and make critical comments relevant to the selected topic in 750 words.

You are encouraged to draw on your own professional experience and reflect critically analyse the topics being covered in this unit, supporting your statement with credible evidence. Applicable in-text citations and a reference list are also required.

A number of inter-related assessment criteria will be applied to judge the quality of work. Some of the relevant major criteria are provided below. A copy of the final version of the assessment criteria and marking scheme will be available through the Assessment area in MyLO.

<table>
<thead>
<tr>
<th>Criterion</th>
<th>Measures Intended Learning Outcome:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Criterion 1</strong></td>
<td>Explanation of the relevant theoretical concepts addresses the fundamental issues; with excellent coherence, clarity and succinctness.</td>
</tr>
<tr>
<td><strong>Criterion 2</strong></td>
<td>Explanation of the relevant empirical practices is supported with examples from workplace in health organisations; with excellent coherence, clarity and succinctness.</td>
</tr>
<tr>
<td>Discussion solidly supported with relevant, wide range of and contemporary evidence (e.g. academic literature and industry reports.)</td>
<td>1 – 5</td>
</tr>
<tr>
<td>Task length</td>
<td>One 750 word (10% +/- word count) post per discussion forum. There are three discussion forums to be completed during the semester. A total of three posts is required. Any other variance will attract a penalty. The word count includes such items as headings, quotes and in-text citations. It does not include such items as any appendices, and reference list at the end of the assignment.</td>
</tr>
</tbody>
</table>
| Due by Date | Monday 29 July 2019, 2pm AEST (Week 3)  
Monday 9 September 2019, 2 pm AEST (Week 8)  
Friday 18 October 2019, 2 pm AEDT (Week 13)  
For each of the three Discussion Forums (Forums 1, 2 and 3), you will have to complete the following two steps:  
1. Post your answer in the MyLO Discussion Forum (Communication > Discussion).  
2. Submit two separate documents in the “Assessment 3 Discussion Forum” folders (Assessments > Assignments), which are:  
• A completed assignment cover sheet.  
• A Word version of the answer that you posted in the MyLO Discussion Forum (Step 1 above). Also include the selected topic in the Word version.  
Failure to complete the above two steps will result in a delay in feedback on your participation in each discussion forum. |

**How your final result is determined**

To pass this unit, you need to demonstrate your attainment of each of the Intended Learning Outcomes.

Students are required to attempt every assessment item within the stipulated due date (unless an extension has been negotiated with the unit coordinator at least 3 working days prior to the due date or there are extenuating circumstances).

Your grade will be determined in the following way:

Your overall mark in this unit will be determined by combining your results from each assessment task. These marks are combined to reflect the percentage weighting of
each task. You need to achieve an overall score of at least 50% to successfully complete this unit. It is expected that you will seek help (from the unit coordinator in the first instance), well before the due date, if you are unclear about the requirements for an assessment task.

- PP (pass) at least 50% of the overall mark but less than 60%
- CR (credit) at least 60% of the overall mark but less than 70%
- DN (distinction) at least 70% of the overall mark but less than 80%
- HD (high distinction) at least 80% of the overall mark

All grades are provisional, until confirmation by the Assessment Board at the end of semester.

Submission of assignments

The act of submitting your assignment will be taken as certification that it is your own work.

Assignments must be submitted electronically through the relevant assignment tab in MyLO. You must ensure that your name, student ID, unit code, tutorial time and tutor’s name (if applicable) are clearly marked on the first page. If this information is missing, the assignment will not be accepted and, therefore, will not be marked.

Where relevant, Unit Coordinators may also request you to submit a paper version of your assignment. You will be advised by the Unit Coordinator of the appropriate process relevant to your campus.

Please remember that you are responsible for lodging your assessment items on or before the due date and time. We suggest you keep a copy. Even in a perfect system, items sometimes go astray.

Requests for extensions

In this Policy:

1. (a) ‘day’ or ‘days’ includes all calendar days, including weekends and public holidays;
   (b) ‘late’ means after the due date and time; and
   (c) ‘assessment items’ includes all internal non-examination based forms of assessment

2. This Policy applies to all students enrolled in TSBE Units at whatever Campus or geographical location.
3. Students are expected to submit assessment items on or before the due date and time specified in the relevant Unit Outline. The onus is on the student to prove the date and time of submission.

4. Students who have a medical condition or special circumstances may apply for an extension.

Requests for extensions should, where possible, be made in writing to the Unit Coordinator on or before the due date. Students will need to provide independent supporting documentation to substantiate their claims.

**Penalties**

Late submission of assessment items will incur a penalty of 10% of the total marks possible for that piece of assessment for each day the assessment item is late unless an extension had been granted on or before the relevant due date.

Assessment items submitted more than five (5) days late will not be accepted.

Academic staff do NOT have the discretion to waive a late penalty, subject to clause 4 above.

**Review of results and appeals**

Review of Assessment is available to all students once the University has released the final result for a unit. If you are dissatisfied with your final result, you may apply to have it reviewed.

Review of Assessment consists of re-marking the final assessment item, checking the addition of all marks, and a check to ensure that all marks have been included in the final result.

Applications for a review of assessment are due within 10 working days of the release of the final result in the unit. If you have passed the unit you must pay a $50 fee.

If you wish to have a piece of internal assessment reviewed as part of the review process, please state this clearly on the application form referred to above and include that assessment item with your application.

Please read and follow the directions provided by the University at:


**Academic referencing**

Before starting your assignments, you are advised to familiarise yourself with the following electronic resources.

However, you are required to use the AIHSM Harvard style which is covered in section 9. AIHSM referencing style (p14) of the *AIHSM Writing and Presentation Style Guide (2019)* available from the unit’s MyLO under the Useful Resources for Assessments section of the Content tab on the unit’s home page (Content/Assessment).

In your written work you will need to support your ideas by referring to scholarly literature, works of art and/or inventions. It is important that you understand how to correctly refer to the work of others and maintain academic integrity.

Failure to appropriately acknowledge the ideas of others constitutes academic dishonesty (plagiarism), a matter considered by the University of Tasmania as a serious offence.

The second is the Tasmanian School of Business and Economics’ Writing Assignments: A Guide, which can be accessed at: [http://www.utas.edu.au/business-and-economics/student-resources](http://www.utas.edu.au/business-and-economics/student-resources). This guide provides you with useful information about the structure and style of assignments in the TSBE.

AIHSM has developed a more detailed guide, *AIHSM Writing and Presentation Style Guide (2019)*, which can be found in MyLO under the Useful Resources for Assessments section of the Content tab on the unit’s home page (Content/Assessment).

The [University library provides information on presentation of assignments, including referencing styles](http://utas.libguides.com/content.php?pid=27520&sid=199808) and should be referred to when completing tasks in this unit.

Please read the following statement on plagiarism. Should you require clarification please see your unit coordinator or lecturer.

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**Plagiarism**

Plagiarism is a form of cheating. It is taking and using someone else’s thoughts, writings or inventions and representing them as your own; for example, using an author’s words without putting them in quotation marks and citing the source, using an author's ideas without proper acknowledgment and citation, copying another student’s work.

If you have any doubts about how to refer to the work of others in your assignments, please consult your lecturer or tutor for relevant referencing guidelines. You may also find the Academic Honesty site on MyLO of assistance.

The intentional copying of someone else’s work as one’s own is a serious offence punishable by penalties that may range from a fine or deduction/cancellation of marks and, in the most serious of cases, to exclusion from a unit, a course or the University.
The University and any persons authorised by the University may submit your assessable works to a plagiarism checking service, to obtain a report on possible instances of plagiarism. Assessable works may also be included in a reference database. It is a condition of this arrangement that the original author’s permission is required before a work within the database can be viewed.

For further information on this statement and general referencing guidelines, see the Plagiarism and Academic Integrity page on the University web site or the Academic Honesty site on MyLO.

**Academic misconduct**

Academic misconduct includes cheating, plagiarism, allowing another student to copy work for an assignment or an examination, and any other conduct by which a student:

a. seeks to gain, for themselves or for any other person, any academic advantage or advancement to which they or that other person are not entitled; or

b. improperly disadvantages any other student.

Students engaging in any form of academic misconduct may be dealt with under the Ordinance of Student Discipline, and this can include imposition of penalties that range from a deduction/cancellation of marks to exclusion from a unit or the University. Details of penalties that can be imposed are available in Ordinance 9: Student Discipline – Part 3 Academic Misconduct.

**Student Behaviour**

The University Behaviour Policy sets out behaviour expectations for all members of our University community including students and staff.

The aim in doing so is to ensure that our community members are safe, feel valued and can actively contribute to our University mission.

It is expected that community members behave in a manner that is consistent with our University values – respect, fairness and justice, integrity, trust, responsibility and honesty. There are also certain behaviours that are considered inappropriate, such as unlawful discrimination, bullying and sexual misconduct.

The accompanying University Behaviour Procedure sets out the process and avenues that University community members can access to resolve concerns and complaints regarding inappropriate behaviour by a University community member. Wherever possible, the focus will be on early intervention and a ‘restorative’ approach that creates awareness of inappropriate behaviour and its impact on others. However, in some cases,
students who engage in inappropriate behaviour may be subject to disciplinary proceedings, which may impact upon continuation of their studies.

Students can seek support and assistance from the Safe and Fair Community Unit SaFCU@utas.edu.au or ph: 6226 2560.

Matters are dealt with in confidence and with sensitivity.
WHAT LEARNING OPPORTUNITIES ARE THERE?

MyLO

MyLO is the online learning environment at the University of Tasmania. This is the system that will host the online learning materials and activities for this unit.

Getting help with MyLO

It is important that you are able to access and use MyLO as part of your study in this unit. To find out more about the features and functions of MyLO, and to practice using them, visit the Getting Started in MyLO unit.

For access to information about MyLO and a range of step-by-step guides in pdf, word and video format, visit the MyLO Student Support page on the University website.

If something is not working as it should, contact the Service Desk (Service.Desk@utas.edu.au, phone 6226 1818), or Request IT Help Online.

Resources

Required readings

There are no prescribed texts for this Unit. The learning materials of the unit will be drawn from publications, journal articles and other credible sources and websites. You will be able to access the learning materials through the Learning Hub section of the MyLO unit. Journal articles and other readings will be made available throughout the semester via MyLO.

Some content of this unit will be drawn from the following textbooks:

**Health Economics**


Health Finance


Recommended readings

In addition, you are also expected to be familiar with the key academic journals in the discipline from which useful insights may be derived. You are encouraged to regularly review relevant papers published in:
**Health Economics**

European Journal of Health Economics  
Expert Review of Pharmacoeconomics and Outcomes Research  
Journal of Health Economics  
Journal of Hospital Medicine  
Health Affairs  
Healthcare  
The Milbank Quarterly  
PharmacoEconomics  
Quality of Life Research  
Value in Health

**Health Finance**

Australia and New Zealand Health Policy  
Asia Pacific Journal of Health Management  
Healthcare Financial Management  
Health Services Research  
Journal of Healthcare Risk Management

**Reading Lists**

N/A

**Other Required Resources**

EndNote X8 will be required for managing references. A guide for downloading and using EndNote is available on the UTas Library website:  
[http://utas.libguides.com/endnote](http://utas.libguides.com/endnote)

The University uses Turnitin and Grademark software to provide feedback on the assessments. Please visit the “useful resources for assessment” section on MyLO for more details on the use of software in this unit.
Activities

Learning expectations

The University is committed to high standards of professional conduct in all activities, and holds its commitment and responsibilities to its students as being of paramount importance. Likewise, it holds expectations about the responsibilities students have as they pursue their studies within the special environment the University offers.

**Students are expected to participate actively and positively in the teaching/learning environment. They must attend classes when and as required, strive to maintain steady progress within the subject or unit framework, comply with workload expectations, and submit required work on time.**

Details of teaching arrangements

There is an intensive one day master-class incorporated into this unit. Master-classes are voluntary. They are designed to expose students to industry leaders in their field and are highly valued. The lecturers will employ a range of teaching techniques to foster participation and critical and applied thinking around the topic. There will be a particular emphasis on practical and problem-based-learning. Class discussions will begin with practical examples and then apply critical and theoretical reasoning to the problems faced. Master-classes are not specifically designed to address the assessment tasks. The topics, format and guest lecturers will be announced early in the session.

The Master-class will be held on **Friday 26 July** at the Rozelle Campus, University of Tasmania, Sydney. Details of the class will be posted via MyLO once semester has started. Students should make arrangements to attend the Master-class as soon as possible.

Online lectures

There will be online lectures arranged around the learning modules. These will be held using the web conferencing facility available in MyLO and will be on nominated **Mondays at 5.30 pm AEST** (or ADST where applicable), except where this falls on a public holiday. Some lectures may include a guest speaker whilst others will focus on an upcoming assessment. Whilst these are not compulsory and are recorded, in the event that no student attends the live session, the lecture will be closed for that session. Low attendance will reduce the value of the discussion. Attendance allows you to ask any questions you have and receive an immediate response. The dates and times for these online lectures can be found in the Study Schedule at the end of this unit outline. Please note that the online lecture dates may change to accommodate guest presenters.
Specific attendance/performance requirements

As the average study time recommended for a unit in the Master program is approximately 10 hours per week (though this can vary considerably from student to student), you might expect to devote around 130 hours during the semester. The master-classes represent 8 hours of this total. This means that the remaining time should be allocated to reading, participating in MyLO discussion forums, and completing assessment tasks. Some of the expectations we have of you as a student enrolled in this unit are; engaging with the readings provided on MyLO, participate in or listen to recorded online tutorials and regularly monitor MyLO announcements.

In this unit, your active engagement will be monitored in the following way:

1. Submission of assessments.
2. Weekly access in the MyLO site.

If you do not demonstrate evidence of having engaged actively with this unit by completing these two activities by Week 4 of semester, your enrolment may be cancelled, or you may be withdrawn from the unit.

Teaching and learning strategies

The University is committed to a high standard of professional conduct in all activities, and holds its commitment and responsibilities to its students as being of paramount importance. Likewise, it holds expectations about the responsibilities students have as they pursue their studies within the special environment the University offers. The University’s Code of Conduct for Teaching and Learning states:

Students are expected to participate actively and positively in the teaching/learning environment. They must attend classes when and as required, strive to maintain steady progress within the subject or unit framework, comply with workload expectations, and submit required work on time. During the first four weeks of this semester, your participation and engagement in this unit will be monitored. If you do not demonstrate evidence of having engaged actively with this unit by Week 4 of semester, your enrolment may be cancelled or you may be withdrawn from the unit.

Work Health and Safety (WHS)

The University is committed to providing a safe and secure teaching and learning environment. In addition to specific requirements of this unit you should refer to the University’s Work Health and Safety website and policy.
Communication

TO KEEP UP WITH ANNOUNCEMENTS REGARDING THIS UNIT

Check the MyLO Announcement tool at least once every two days. The unit Announcement will appear when you first enter our unit’s MyLO site. Alternatively, click on the Announcement button (towards the top of the MyLO screen) at any time.

WHEN YOU HAVE A QUESTION

Other students may have the same question that you have. Please go to the Ask the Class Discussion forum on the unit’s MyLO site. Check the posts that are already there – someone may have answered your question already. Otherwise, add your question as a new topic. Students are encouraged to support each other using this forum – if you can answer someone’s question, please do. We will attempt to respond to questions within 48 business hours. If your question is related to a personal issue or your performance in the unit, please contact the appropriate teaching staff member by email instead.

WHEN YOU HAVE AN ISSUE THAT WILL IMPACT ON YOUR STUDIES OR THE SUBMISSION OF AN ASSESSMENT TASK

If you would like an appointment with the AIHSM staff, please send an email to the unit coordinator/lecturer. Students are to post any unit/course related questions on the unit message boards in MyLO. Questions emailed directly to lecturers will not be answered. Commonly, different students ask the same questions so this enables the lecturer to post one reply accessible to all students.

If you have a personal question related to your studies or your grades, please contact teaching staff by email.

For general questions about the unit, please add them to the Ask the Class Discussion forum on the unit’s MyLO site. This way, other students can also benefit from the answers.

Concerns and complaints

The University is committed to providing an environment in which any concerns and complaints will be treated seriously, impartially and resolved as quickly as possible. We are also committed to ensuring that a student may lodge a complaint without fear of disadvantage. If you have a concern, information about who to contact for assistance is available on the ‘How to resolve a student complaint’ page.
Further information and assistance

If you are experiencing difficulties with your studies or assignments, have personal or life-planning issues, disability or illness which may affect your course of study, you are advised to raise these with the unit coordinator in the first instance.

There is a range of University-wide support services available to you including Student Learning Support, Student Advisers, Disability Services, and more which can be found on the Student Support and Development page of the University website.

Should you require assistance in accessing the Library, visit their website for more information.

## Unit schedule

<table>
<thead>
<tr>
<th>WEEK</th>
<th>WEEK BEGINNING</th>
<th>MODULE</th>
<th>ONLINE LECTURE</th>
<th>DUE DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>O-Week</td>
<td>Monday 8 July</td>
<td>Orientation – log into MyLO and familiarise yourself with the unit</td>
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<tr>
<td>1</td>
<td>Monday 15 July</td>
<td>Module 1: Overview of funding and core concepts in Australian healthcare</td>
<td>Online lecture 1</td>
<td>Monday 22 July 5:30-6:30 pm</td>
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<tr>
<td>2</td>
<td>Monday 22 July</td>
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</tr>
<tr>
<td>3</td>
<td>Monday 29 July</td>
<td>Module 2: Decision making for efficiency and effectiveness in health service</td>
<td>Online lecture 2</td>
<td>Monday 29 July 5:30-6:30 pm</td>
</tr>
<tr>
<td>4</td>
<td>Monday 5 August</td>
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<td></td>
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</tr>
<tr>
<td>5</td>
<td>Monday 12 August</td>
<td>Module 3: Financial statements and managerial accounting in Australian healthcare</td>
<td>Assessment 1 Report</td>
<td>Monday 12 August 2019, 2pm AEST</td>
</tr>
<tr>
<td>6</td>
<td>Monday 19 August</td>
<td></td>
<td>Online lecture 3</td>
<td>Monday 19 August</td>
</tr>
<tr>
<td>7</td>
<td>Monday 26 August</td>
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**MASTER CLASS Friday 26 July, 2019**

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**MID-SEMESTER BREAK 2 September - 8 September 2019 (INCLUSIVE)**
Module 4: Budgeting approaches and key performance indicators in health services

Online lecture
4 Monday 9 September 5:30 – 6:30 pm

Assessment 3.2 Discussion Post 2 Monday 9 September 2019, 2 pm AEST

Module 5: Tools for long term investment in healthcare

Online lecture
5 Monday 23 September 5:30 – 6:30 pm

Assessment 2 Report Monday 30 September 2019, 2 pm AEST

Module 6: The application of economics, financial and managerial accounting in the health sector.

Online lecture
6 Monday 7 October 5:30 – 6:30 pm

Assessment 3.3 Discussion Post 3 Friday 18 October 2019, 2 pm AEST

ACCREDITATION

AACSB Accreditation

The Tasmanian School of Business and Economics (TSBE) is currently in the process of applying for business accreditation with the Association to Advance Collegiate Schools of Business (AACSB) – the lead program for accrediting business schools globally. AACSB seeks to connect educators, students, and business to achieve a common goal – to create the next generation of business leaders.

By joining AACSB and going through the accreditation process, TSBE is joining a global alliance committed to improve the quality of business education around the world, and to share the latest innovations in business education. Gaining Business Accreditation with AACSB is a multi-year process involving TSBE demonstrating our performance against the 15 accreditation standards.

Once complete, TSBE will join a select community of accredited business schools, with only 7% of all business schools globally having completed the AACSB process. This
will further enhance the reputation of TSBE, and further enhance the global recognition of your qualifications. To find out more about AACSB click here.