

**Midwestern State University
Masters in Health Administration
HSAD-5223-X21/HSAD-5223-X20 Health Informatics Spring Semester 2020**

This is a 100% online course, using the D2L System which can be accessed via your MWSU account

The course begins on 1/18/2020 and Ends the Week of 5/8/2020

INSTRUCTOR CONTACT INFORMATION

**Dr. Roe Roberts PhD MPH
Office: 107A Martin Bld Midwestern State University
Wichita Falls, TX
Phone: 940/397-4732
Email: Roe.Roberts@d2lmail.msutexas.edu**

**Office Hours: Wed 1P – 6P and by appointment
You can also contact me via the email noted above from Monday 9AM-Thursday 5PM**

This is an intensive 16-week course. This means that you must budget your time wisely and accomplish work in advance so that your submissions will be on time.

All assignments, exam(s) and papers will be displayed, accessed and submitted under the each class week's **MODULE in D2L work is assigned each week, including WEEK 1**

Check the 1st day of each week to make sure you can 'see' the week's assignments, if you can't see them contact the instructor immediately, do not wait until the due date.

Student-instructor interaction:

Welcome to HSAD 5223

This course has two sections, one section is a solely online course with weekly assignments while the other section includes bi-weekly face to face meetings. All assignments begin in WEEK 1. Ensure that you allow sufficient time during the week to stay up with the course requirements.

At a minimum, I will be checking in my D2L class area, and my D2L email every morning, except Friday, Saturday and Sunday. I will attempt to respond to your emails in less than 48 hours depending on the depth of response needed. Messages posted to me from late Thursday through Sunday will receive a response no later than the following Monday afternoon.

Online learning requires students to be very self-disciplined, be sure you understand and are prepared to comply with all required class assignments and deadlines. For this course, the Weekly Assignments are posted in the syllabus and in D2L with due dates controlled by the submission dates on D2L. If there is a conflict in due dates, which I try to avoid, the D2L due date controls. Notice that the D2L submission time is 11:59 pm for most discussions and assignments; after the posted D2L date you may no longer make submission, other

than late submissions. Submissions are to be made in D2L in the associated Assignment drop box, contained in the WEEK due, before the due date.

You must be self-motivated, very disciplined, and an excellent planner of your time to complete a course with satisfactory results. This is a 16 week course. Plan well and allocate sufficient time to complete the assignments, exam, and research paper in a timely manner. Late submissions are not accepted without severe penalties. No late submissions will be allowed once the assignment is graded. If you scheduled for a deployment, business trip, or have an emergency it is your responsibility to inform me as early as possible. All assignments are available early so you can work ahead.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Technology Support

If you are having difficulty logging in initially go to <https://msutexas.edu/distance/login-help.php> for help.

For any other log-in problems, and/or other related technical issues, contact the online reporting system. It is available 24 hours a day, 7 days a week and is located at:

<https://msutexas.edu/distance/oprs.php>

Drop Policy

Professor can only administratively withdraw a student during the first few days of the class; so outside this time, dropping a class is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which drops must be completed. Once you formally dropped a class, you must go into your MWSU account and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. Should you miss the drop deadline or fail to follow the procedure to drop a course, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Student Honor Creed

The MSU Student Government Association developed the following Student Honor Creed in the 2002-2003 academic year.

"As an MSU student, I pledge not to lie, cheat, steal, or help anyone else do so."

As students at MSU, we recognize that any great society must be composed of empowered, responsible citizens. We also recognize universities play an important role in helping mold these responsible citizens. We believe students themselves play an important part in developing responsible citizenship by maintaining a community where integrity and honorable character are the norm, not the exception.

Thus, we the students of Midwestern State University resolve to uphold the honor of the University by affirming our commitment to complete academic honesty. We resolve not only to be honest but also to hold our peers accountable for complete honesty in all University matters.

We consider it dishonest to ask for, give, or receive help in examinations or quizzes, to use any unauthorized material in examinations, or to present, as one's own, work or ideas which are not entirely one's own. We recognize that any instructor has the right to expect that all student work is honest, original work. We accept and acknowledge that responsibility for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests with each individual student.

We expect of ourselves academic integrity, personal professionalism, and ethical character. We appreciate steps taken by University officials to protect the honor of the University against any who would disgrace the MSU student body by violating the spirit of this creed.

Academic Accommodations

Services for Students with Disabilities

It is the policy of Midwestern State University that no otherwise qualified person, on the basis of disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any education program, activity, or employment of the University. It is MSU's policy to provide equal access and opportunity to individuals with disabilities in compliance with federal law to include sections 504 and 508 of the Rehabilitation Act of 1973, the American with Disabilities Act of 1990 (ADA), and the ADA Amendments Act of 2008.

Disability Support Services provides information and assistance, arranges accommodations, and serves as a liaison for students, instructors, and staff. A student/employee who seeks accommodations on the basis of disability must register with Disability Support Services, Clark Student Center Room 168. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation on the basis of a disability are encouraged to resolve the problem directly with the area involved. If the matter remains unresolved, advice and assistance will be provided by Disability Support Services. Specific information on filing a grievance is available in Disability Support Services.

The Director of Disability Support Services serves as the ADA Coordinator and may be contacted by email at disabilityservices@msutexas.edu, by phone at (940) 397-4140, TDD (940) 397-4515, or 3410 Taft Blvd., Clark Student Center Room 168. The web address is <https://msutexas.edu/student-life/disability/index.php>.

The Section 508 Coordinator may be contacted by email at disabilityservices@msutexas.edu, by phone at (940) 397-4140, TDD (940) 397-4515, or 3410 Taft Blvd., Clark Student Center Room 168. The web address is <https://msutexas.edu/student-life/disability/index.php>.

Writing Center

The MSU Writing Center is committed to serving the university's academic mission. They do this by providing trained writing tutors, facilitating writing workshops, hosting writing outreach events, and conducting ongoing writing center research, and modeling the values of intellectual curiosity and critical thinking that form the foundation of a public liberal arts institution.

The Writing Center at MSU provides both walk-in tutoring and consultation for all MSU students and faculty. To locate the hours the center is open visit their homepage at <https://msutexas.edu/writing-center/>

If you are a **distance education student who is unable to come to campus**, you may make use of the center's email submission system!

In an email addressed to writing.center@msutexas.edu, with "Online Submission: [last name]" in the subject line, please provide the following information:

- Your full name and M#
- Course and Instructor name
- A copy or description of the assignment
- The due date
- 2-3 specific questions you have for the tutor. Use questions provided on our link ["How to Focus Your Session."](#)

University Library

The University Library provides many services in support of research across campus and at a distance. The library has research databases which you can access from within your D2L classroom area. Because health administration draws from information for a variety of fields, if you experience difficulty locating information about your topic area be sure to search the health sciences, science and mathematics and the business data bases.

	Library Hours Excluding Holidays
Day(s)	Fall & Spring
Monday – Thursday	8 AM - 2 AM
Friday	8 AM - 5 PM
Saturday	10 AM - 6 PM
Sunday	2 PM - 2 AM

For information about hours during holidays check <https://msutexas.edu/library/hours.php>

Research Appointments at Moffett Library

Looking for in-depth reference assistance? Interested in learning more about the library's resources? Having trouble researching a topic for a paper or project? Book an appointment, as an individual or a group, for research help from a librarian.

<https://webforms.msutexas.edu/TakeSurvey.aspx?SurveyID=94LII72#>

COURSE INFORMATION

Course Overview and description:

This course provides for the highest cognitive and affective understanding of applied health care informatics in health services organizations. Theoretical frameworks and empirical analyses will be used to emphasize organizational and provider services. These services will be assessed in relation to capacities and competencies within the health care industry and patient/client needs and wants.

Prerequisites: Graduate Status or permission of instructor.

COURSE and TEXTBOOK OBJECTIVES

Textbook

Required: Health Informatics, 2nd Edition

- Authors: Brown, Pasupathy, Patrick
- Publisher - Health Administration Press
- ISBN: 9781640550056

The same textbook may also be available from an independent retailer.

COURSE REQUIREMENTS

GRADING A: 90-100 mean points, B: 80-89 mean points, C; 70-79 mean points, D; 60-69 mean points, F; Below 60 mean points (C is Barely Passing at Graduate Level; You must obtain 3.0 GPA to Graduate)

COURSE ASSESSMENT PERCENTAGE

Class Participation/Discussions 45% (45 pts)

Final Paper 25% (25pts)

Final Exam 30% (30pts)

Discussion Questions (45 points)

D2L discussions are graded based on weekly discussion questions posted with replies/answers. At a minimum you must post a response to the question posted by the professor, as well as comment to at least one other student's response. All responses are due by the Sunday after the Chapter is assigned. EG Week 2 starts on January 21, 2020, the discussion responses to Week 2 should be posted by the evening of January 26th.

All posts must be supported with APA reference(s). If you do not post by the deadline for each week as noted in the discussion, you will not receive credit for that week. You may post throughout the semester in the event you want to post to a previous discussion, but it will not count in your participation.

We will have Discussion Questions every week of the course. Each discussion question will have its own threaded discussion space. You are expected to offer responses to these questions and/or comments on your classmates' responses. I will monitor the quantity and quality of your responses. If the quality of your postings is not sufficient, the points will not be earned. You are expected to contribute to the class discussions in meaningful ways. That means:

- Contributing new and relevant information to the course discussion and online sources;
- Commenting in a positive manner;
- Building on the remarks of your fellow students;
- Posing questions of your fellow students; and sharing quotes, websites, and other supplementary information.
- Demonstrating practical application of the week's key concepts from your professional/personal experience.
- "Substantive" does not include "I agree," "Great point" or "You're wonderful" type postings. These types of postings are examples of positive "teaming" and are fine but not by themselves. They do not add depth or breadth to the discussion.
- A "substantive" posting should include:

- Your thesis (main point)
- Your supporting arguments
- A reference to class or outside material to support your thesis - provide an example to support your thesis.

Exam (30 points)

All exam(s) are available in D2L. If you work on weekends to catch up, please plan ahead and work the previous weekend to accomplish your assignments.

The exam(s) will be timed and will consist of multiple choice, short answer, and fill in the blanks questions. Once the exam is started it must be completed in the same setting. Exiting the exam for any reason will cause the exam to no longer be available.

Research Paper - (25 points)

Prepare a research paper relating to *CURRENT Health Care Information Systems TOPICS*. You must research current authoritative literature and obtain sufficient competent information to substantiate your conclusions. The paper should be a minimum of 15 pages (cover and reference pages do not count toward the total). Due to the rapidly changing nature of the health care field, at least 10 of your sources cannot be over 4 years old. These sources should be composed of at least 10 articles from authoritative literature. Authoritative literature includes refereed journals, Court Cases, government regulations, and professional publications such as professional journals, and other reputable publications. Do not cite blogs, internet sources other than professional journals, magazines, newspapers or Wikipedia. Do not cite an abstract. Do not cite the textbook used for this course or other books. Citing inappropriate sources will result in a point deduction as they will be considered as "Filler to increase paper length", and will be subtracted from your paper's length.

Read and learn the information regarding the APA format at:
<https://owl.english.purdue.edu/owl/>

Read and ensure you understand the process and requirements found under "General Writing" and "Research and Citation" on the Purdue Owl website. Any departure from the Owl requirements except for the additional requirement in this class that you have a page number citation on each paraphrase or summary of a page, in addition to the requirements for page numbers in a direct quote.

The purpose of the research paper is to prepare you for research and writing projects you will encounter in your business career. The research paper is also a graded assignment for SOCS accreditation purposes.

You must conduct sufficient initial research on a proposed topic to ensure that there are sufficient articles available to support your topic. During the initial research you may find a different topic that is more interesting and better supported. Do not submit a topic for approval until you have accomplished your initial research.

*Students have the **option** of turning in one, 8 pp. min. (with Bib) draft of the paper by the middle of the course as indicated in the schedule, for comments and suggestions. This is only a draft version, and my hope is the comments I give you will help you improve your work.*

Be aware that I submit all papers to Turnitin for review.

Refer to the following **RUBRICS** to understand how papers will be graded.

CONTENT (40% of paper grade – 10 points out of 25 possible)

Criteria	"A" paper (90 – 100%)	"B" paper (80 – 89%)	"C" paper (70 – 79%)	"D" or lower paper (below 70%)
<p>Content <i>Author produces accurate, logical, coherent, and well-structured writing and a proper conclusion for the research assignment.</i></p>	<p>All ideas are presented accurately and in a logical order. Ideas are clearly introduced and connected. Body includes sufficient level of detail, and conclusion summarizes main idea or effectively closes the presentation. All authoritative sources are utilized correctly.</p>	<p>Ideas are presented in an overall logical order. The writing includes introduction to, development of, and conclusion for the topic. There are no distracting shifts in presentation of ideas throughout the writing. All authoritative sources utilized relate effectively to the research topic</p>	<p>Most ideas are presented in a logical order. There is an indication of an organized research effort with properly cited authoritative data to support the research topic.</p>	<p>Weak research and few or no authoritative citations to support the research subject Details may be missing, disjointed, or inapplicable. Inaccurate or misleading paraphrase</p>
<p>Inadvertent Plagiarism <i>(Negative Points for each occurrence) Sources not correctly cited Personal or "common knowledge" is not acceptable in research and will be treated as sources not cited for the determination of Plagiarism.</i></p>	<p>All sources correctly cited per Turnitin.</p> <p>The instructor will review the Turnitin report and discount items shown that are commonly used phrases, citations or references.</p> <p>No points deducted</p>	<p>5-12% copied material noted by Turnitin</p> <p>Not citing direct quotes.</p> <p>At the graduate level few if any quotes should be used, it is more effective to put the information into your own words as it enhances the flow of the paper.</p>	<p>12-20% noted by Turnitin</p>	<p>More than 20% noted by Turnitin (D to F on the paper depending on the percentage)</p>

MECHANICS (60% of paper grade = 15 points out of 25 points)

Criteria	"A" paper(90 – 100%)	"B" paper(80 – 89%)	"C" paper(70 – 79%)	"D" or lower paper (below 70%)
<p>Format, Organization & Writing Standards <i>Student produces logical, coherent, and well-structured writing.</i></p>	<p>All ideas are presented in a logical order. Ideas are clearly introduced and connected. Body includes sufficient level of detail, and conclusion summarizes main idea or effectively closes the presentation.</p> <p>Impeccable spelling, grammar, word usage, sentence structure, punctuation, and citation format.</p> <p>Page Numbers in all citations including quotes and paraphrases. This is an APA guideline departure.</p> <p>Less than 10% of the paper is composed of direct quotes.</p>	<p>Ideas are presented in an overall logical order. The writing includes introduction to, development of, and conclusion for the topic. There are no distracting shifts in presentation of ideas throughout the writing. 3-4 errors in spelling, grammar, word usage, and punctuation. Proficient use of proper APA citation format. 3 page numbers omitted in citations. This is an APA guideline departure.</p> <p>10%, but less than 15% of the paper, is composed of direct quotes.</p>	<p>Most ideas are presented in a logical order. There is an indication of an organizational pattern— introduction, body and conclusion— although they may not be equally effective. Level and organization of details may be weak with occasional distracting shifts in presentation of ideas. 5-6 errors in grammar, spelling, sentence structure, word usage, punctuation, or citations. 4 page numbers omitted in citations. This is an APA guideline departure.</p> <p>15%, but less than 20% of the paper, is composed of direct quotes.</p>	<p>Limited presentation in logical order. Writing occasionally fragmented with very weak considerations for presentation. Details may be missing, disjointed, or inapplicable. 7 or more errors grammar, spelling, sentence structure, word usage, punctuation, or citations. Poor writing skills. 5 page numbers omitted in citations. This is an APA guideline departure</p> <p>20% or more of the paper, is composed of direct quotes.</p>
<p>Spelling and misused words</p>	<p><i>Words are spelled correctly and used in a grammatically correct manner.</i></p>	<p>Words which are incorrectly spelled or used incorrectly will incur a 1 point penalty for each occurrence.</p>	<p>So be sure to make use of the grammar and spelling options in Word, and the writing lab</p>	

POSTING OF GRADES

All grades will be shown in your D2L grade area. I will discuss your interactions in discussions, in the grading area as well as your midterm draft paper grade. Additional grading discussions may occur via your official student email if you so desire.

COURSE OUTLINE AND CALENDAR

Timeline:	Date:	Readings	Discussion
Week 1:	January 18 th , 2020	Introduction TED talk AI article Syllabus	Due by the following Sunday (all discussions are due the Sunday following their assignment)
Week 2:	January 21, 2020	Chapter 1	Due by Sunday Chapter 1
Week 3:	January 27, 2020	Chapter 2	Due by Sunday Chapter 2
Week 4:	February 3, 2020	Chapter 3	Due by Sunday Chapter 3
Week 5:	February 10, 2020	Chapter 4	Due by Sunday Chapter 4
Week 6:	February 17, 2020	Chapter 5	Due by Sunday Chapter 5
Week 7:	February 24, 2020	Chapter 6	Due by Sunday Chapter 6
Week 8:	March 2, 2020	Chapter 7	Due by Sunday Chapter 7
Week 9:	March 9, 2020	Chapter 8	Due by Sunday Chapter 8

**March 14-22, 2019 Spring Break
Optional Draft Research Paper
Due NO LATER THAN 5PM Central Time March 22, 2020**

Week 10:	March 23, 2020	Chapter 9/10	Due by Sunday Chap 9/10
Week 11:	March 30, 2020	Chapter 11	Due by Sunday Chapter 11
Week 12:	April 6, 2020	Chapter 12	Due by Monday Chapter 12

Short Break 4/8-4/12

Week 13:	April 13, 2020	Chapter 13	Due by Sunday Chapter 13
Week 14:	April 20, 2020	Chapter 14	Due by Sunday Chapter 14
Research paper due APRIL 26, 2019 8P			
Week 15:	April 27, 2020	Chapter 15	Due by Sunday Chapter 15
Week 16:	MAY 2, 2020	Chapter 16	

Final Examination: OPEN May 7, 2020 at 7AM, CLOSSES May 8, 2020 at 5PM