



BAKER COLLEGE

STUDENT LEARNING OUTCOMES

HIT2410 Organization and Leadership
3 Semester Credit Hours

Student Learning Outcomes and Enabling Objectives

1. Summarize health information related leadership roles (VI.1) (Bloom's 2).
 - a. Identify leadership roles among healthcare providers and disciplines, including administration.
2. Apply the fundamentals of team leadership (VI.7) (Bloom's 3).
 - a. Demonstrate team leadership concepts and techniques.
3. Organize and facilitate meetings (VI.1) (Bloom's 6).
 - a. Simulate roles and functions of teams and committees.
 - b. Practice communication and interpersonal skills.
 - c. Apply critical thinking skills.
4. Recognize the impact of change management on processes, people, and systems (VI.2) (Bloom's 6).
 - a. Explore mergers.
 - b. Investigate risk exposure of new systems and processes.
5. Report staffing levels and productivity standards for health information functions (VI.5) (Bloom's 3).
 - a. Project staffing levels.
 - b. Calculate productivity standards.
6. Interpret compliance with local, state, and federal labor regulations (VI.2) (Bloom's 5).
 - a. Evaluate labor/employment laws.
7. Adhere to work plans, policies, procedures, and resource requisitions in relation to job functions (VI.9) (Bloom's 3).
 - a. Illustrate HR structure.
 - b. Identify various HR operations.
8. Explain the methodology of training and development (VI.9) (Bloom's 4).
 - a. Differentiate between orientation and training.
9. Explain return on investment for employee training/development (VI.5) (Bloom's 4).
 - a. Clarify between recruitment, retention, and right-sizing.
10. Plan budgets (VI.5) (Bloom's 6).

- a. Construct budgets for staffing, department, and capital expenditures.
11. Explain accounting methodologies (VI.5) (Bloom's 4).
 - a. Explore accounting methodologies.
 - b. Differentiate between cost and cash accounting.
12. Explain budget variances (VI.5) (Bloom's 4).
 - a. Clarify budget variances.
13. Create programs and policies that support a culture of diversity. (VI.6) (Bloom's 6).
 - a. Develop a diversity awareness training program (i.e. age, race, sexual orientation, education, work experience, geographic location, and disability).
 - b. Incorporate regulations such as ADA, EEOC.
14. Summarize project management methodologies. (VI.3) (Bloom's 6).
 - a. Identify different project management methodologies (PMP).
15. Explain vendor/contract management. (VI.4) (Bloom's 4).
 - a. Differentiate between system acquisition and evaluation

Big Ideas and Essential Questions

Big Ideas

- Leadership roles
 - Management Functions
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These SLOs are not approved for experiential credit.

The HIT program is accredited and students must complete the actual course work at Baker College or another college that offers an accredited HIT program.

Effective: Fall 2017