



DPT 772 Physical Therapy Administration

Credit Hours: 3

Course Location: BHS 130

Weekly Schedule: 8:00-2:00pm, T and Th for five weeks

Instructor: Daniel Young, PT, DPT, PhD
Office hours: by appointment
(<https://danielyoung.youcanbook.me>)
Office location: BHS 324
Cell phone: 702-714-0378 (text ok)
Email: daniel.young@unlv.edu

Course Description:

General principles of organization and administration that impact the ethical and legal aspects of physical therapy practice. Topics such as budget development, cost accounting, supervision, communication skills, evaluative techniques, and methods of management and quality assurance.

Course Objectives:

The following objectives are aligned with curriculum content from the Commission on Accreditation in Physical Therapy Education (Evaluative Criteria of PT Programs-updated 11/2012), the APTA Minimum Required Skills of Physical Therapist Graduates at Entry-Level core document content (updated 10/1/27013), and the Normative Model of Physical Therapist Professional Education: Version 2004.

Additionally, this course has been designed to be consistent with the following guidelines and recommendations:

- APTA Neurology Section: Neurologic Entry-Level Curricular Content Integrated with a Normative Model of Physical Therapist Professional Education

- APTA Section on Geriatrics: Essential Competencies in the Care of Older Adults at the Completion of the Entry-Level Physical Therapist Professional Program of Study

At the completion of this course, the student will be able to:

1. Describe basic principles of supervision of human resources.
2. Articulate important decision-making concepts relating to the supervision and management of employees.
3. Analyze needs for and type of equipment to maximize efficiency, quality, and cost-effectiveness of service delivery.
4. Describe and apply rules and regulations regarding environmental factors and their impact on practice settings.
5. Use standardized accounting and financial techniques to determine and manage administrative aspects of practice.
6. Justify and modify budget according to changes in practice patterns.
7. Identify strategies for handling sexual harassment situations and its legal ramifications.
8. Describe the basic mechanisms of strategic management planning as it relates to decision-making processes.
9. Articulate the reasons for and procedures for doing quality assurance reviews.
10. Differentiate between policies and procedures and how they facilitate the delivery of a plan of care that is consistent with legal, ethical, and professional obligations of the practice environment.
11. Explain insurance reimbursement terminology and develop strategies for communicating and ensuring appropriate documentation for third party payers including participation in the case management process.
12. Explain the issues behind the staffing process of an organizational unit to include activities, performance evaluations, and promoting or disciplining employees.
13. Describe practice issues related to delegation of tasks to supportive personnel.
14. Apply the principles learned in class to a hypothetical clinical scenario.
15. Demonstrate the importance of verbal and non-verbal communication skills in managing others and accomplishing tasks.
16. Describe basic marketing concepts and be able to develop a marketing plan for a physical therapy service.
17. Explain the value of developing outcome studies necessary for communication with third party payers and the necessary steps to initiate such a program.
18. Explain the implications of decision-making concepts relating to individual and cultural differences.
19. Identify the need for demonstrating accountability, cost effectiveness of services provided, and efficacy of treatment.

Course Structure:

The format for instruction is one that combines lecture, discussion, case studies and group projects.

Evaluation Methods:**1. Testing****Written Exams**

There will be 2 exams. If any student does not or cannot take the exams due to an emergency, then plans must be made at the discretion of the professor to complete all coursework within a specified time period. Exams will not be comprehensive. Each student must take all exams.

2. Written report

Students will be required to complete a group project entailing establishment of a physical therapy facility. The project will culminate in a group presentation and a written business plan.

3. Grading

The final course grade is a letter grade. The course will be based on the following:

Exams	50%
Project	50%

Numeric and Letter Grade Translation (no rounding)

A	93-100	B-	80-82
A-	90-92	C+	77-79
B+	87-89	C	73-76
B	83-87	F	<73

Instructional Practices:**1. Teaching Methods**

- a. Lecture
- b. In class discussion
- c. Reading text book
- d. Student self-study

2. Teaching Aids

- a. White board
- b. Overheads
- c. Slides (Powerpoint)
- d. Video
- e. Guest practitioners

3. Student Responsibilities

- a. Attention and active participation are required in all sessions. Each student is expected to prepare for the lecture by reading the required materials prior to that session.
- b. Any student having particular difficulty with material presented in this course should seek direction and/or assistance from the professor as soon as the difficulty is perceived.
 1. Each student is expected to act according to the guidelines of Professional Abilities set forth in the Department of Physical Therapy Student Manual.

4. Course Policies

For general Course Policies see the Department of Physical Therapy Student Manual.

Please see the [Syllabi Content Memo](#) for select, useful information for students.

This document can be found at:

https://www.unlv.edu/sites/default/files/page_files/27/EVPP-Syllabi-Content.pdf

Books & Supplies:

- **Poll Everywhere App**
- **Recommended**

Jonas and Kovner's Health Care Delivery in the United States. 12th edition. Springer Publishing Company; 2018.

- **May be helpful book (not really a textbook):**

Askin E, Moore N. (2014). *The Health Care Handbook: A Clear and Concise Guide to the United States Health Care System*. Washington University in St Louis; ASIN: 00PWQ93M8
[Amazon.com link](#)