
SYLLABUS
PROGRAM OF PUBLIC MANAGEMENT AND POLICY IN ENGLISH
(E-PMP)

LEVEL OF EDUCATION: UNDERGRADUATE

TYPE OF EDUCATION: FULL-TIME

1. GENERAL INFORMATION

- *Course title (Vietnamese):* ***Quản lý hệ thống y tế***
- *Course title (English):* ***Healthcare System Management***
- *Course code:* ***EPMP1118***
- *Knowledge group:* ***Professional Education***
- *Credit:* ***3***
- *Prerequisite courses:* ***Macroeconomics, Introduction to Public Policy, Essentials of Management***

2. THE DEPARTMENT IN CHARGE: Social Management

3. DESCRIPTION

The course provides basic knowledge about the health system and management of the health system in the world and in Vietnam. In which students must gain knowledge of medical finance, basic functions in outpatient treatment, inpatient, and basic principles of hospital operation. Besides, there is knowledge about solutions in health system management when providing services to a community. Lastly is the knowledge of health policy analysis in Vietnam.

The course helps students practice independent research skills from choosing topics, finding documents, reading, analyzing and synthesizing documents to writing reports, making presentations and using outputs to contribute to/ comment on health policy.

The course mentions to ethics from the perspective of a direct employee in health such as doctors, nurses, technicians, ... and from the perspective of managers, policy makers

REFERENCES

Required textbooks

- Book: Santerre Rexford, "Health economics: Theories, insights, and industry studies", The Dryden Press, 2000
- Handout distributed in lessons

5. COURSE OBJECTIVES :

Goal (Gx)	Description	PLO	Level
[1]	[2]	[3]	[4]
G1 (Knowledge)	Understand concepts, roles, and components of the health system, and manage the health system; Apply knowledge of outpatient and inpatient treatment; Describe a managed care alliance	KT3	3
G2 (Skill)	Have skills in solving problems in health organizations, the health system, and managing the health system; Skills in English language health policy formulation and presentation	KN1 KN5	3 3
G3 (Level of autonomy and responsibility)	Self-study for work to create capacity to work for a lifetime. Have a sense of responsibility, cooperation, and autonomy at work; take responsibility for your own work results	NLTC2	4

6. COURSE LEARNING OUTCOME:

Goal	CLO (CLOx.x)	Description	Level
[1]	[2]	[3]	[4]
G1 (Knowledge)	CLO1.1	Understand concepts, roles, and components of the health system and management of the health system	2
	CLO1.2	Apply knowledge of outpatient management and inpatient treatment	3
	CLO1.3	Describe a managed care	2
G2 (Skill)	CLO2.1	Have skills in solving problems in health organizations, the health system, and managing the health system	3
	CLO2.2	Have skills in English language health policy formulation and presentation	3
	CLO3.1	Self-study for work to create capacity to work for a lifetime	4

G3 (Level of autonomy and responsibility)	CLO3.2	Have a sense of responsibility, cooperation, and autonomy at work; take responsibility for your own work results	4
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7. COURSE ASSESSMENT

Form of evaluation	Content	Time	CLO	Evaluation criteria	Ratio (%)
[1]	[2]	[3]	[4]	[5]	[6]
Evaluate the learning process		From session 1 to session 12	CLO 3.1 CLO 3.2	- Full level of attendance - Level of participation in answering lecturers' questions (number of times and quality of answers)	10%
Mid-term review	Chapter 1, 4	Session 4	CLO 1.1, CLO 2 .1, CLO 3.1 CLO 3.2	The level of completion of the individual test (on time, the quality of the assignment is associated with the level of knowledge, skills and self-control capacity of the course outcome standards)	20%

Mid- term re view	Chapter 6, 7, 8	Sessions 8	CLO 1.1, CLO 2.1, CLO 3.1, CLO 3.2	- The level of completion of group assignments, presentations (on time, quality of content and presentations, response to questions of lecturers and classes is associated with the level of knowledge, skills and autonomy capacity. responsibilities of course outcomes).	20%
End-of-term evaluation	Chapter 1, 4, 6, 7, 8, 9, 13, 14	Session 13	CLO 1.1, CLO 1.2, CLO 1.3, CLO 2.1, CLO 2.2, CLO 3.1 CLO 3.2	The level of completion of the individual test at the end of the term (The quality of the test is linked to the attainment of knowledge, skills and the ability to autonomy and take responsibility of the course outcome standards)	50%

* The course uses turnitin software to assess academic integrity

8. TEACHING PLAN

Week/ Session	Contents	CLO	Activities	Assessment
[1]	[2]	[3]	[4]	[5]

1	<p>Chapter 1. Overview of the health system</p> <ul style="list-style-type: none"> * Concept * Characteristics * Value * Faith <p>Case study chapter 1</p>	<p>CLO1.1, CLO 2.1 CLO3.1 CLO 3.2</p>	<p>Study at home: Read Chapter 1 materials at home in advance</p> <p>Teaching and learning in class Lecture: 2 sessions Group and class discussion: 2 sessions</p>	<p>Attendance (full class participation): 10%</p> <p>Presentation 1: 10%</p> <p>Personal assignment: 20%</p>
2	<p>Chapter 4 Management of the health system</p> <ul style="list-style-type: none"> * Manage * Management of health systems and components * Renovate the management of the health system in Vietnam <p>Case study chapter IV</p>	<p>CLO1.1, CLO2.1, CLO3.1, CLO3.2</p>	<p>Study at home: Read Chapter 4 materials at home in advance</p> <p>Teaching and learning in class Lecture: 3 sessions Students present 1 sessions</p>	
3	<p>Chapter 4 Human resources working in the health system</p> <ul style="list-style-type: none"> * The team of medical doctors * Medical managers at medical institutions <p>Case study chapter 4</p>	<p>CLO1.1, CLO2.1, CLO3.1, CLO3.2</p>	<p>Study at home: Read Chapter 4 materials at home in advance</p> <p>Teaching and learning in class Lecture: 2 sessions Group and class discussion: 2 sessions</p>	
4	<p>Chapter 4 Human resources working in the health system</p>	<p>CLO1.1, CLO2.1, CLO3.1, CLO3.2</p>	<p>Study at home: Read Chapter 4 materials at home in advance</p> <p>Teaching and learning in class</p>	

	<ul style="list-style-type: none"> * Medical managers at health authorities * Personal test 		<p>Lecture: 2 sessions Examination: 2 sessions</p>	
5	<p>Chapter 6. Finance for health system</p> <ul style="list-style-type: none"> * The role of finance in health * Overview of medical financial revenues * Overview of medical financial expenditure categories * Case study chapter 4 	<p>CLO 1.1, CLO 2.1, CLO 3.1, CLO 3.2</p>	<p>Study at home: Read Chapter 6 materials at home in advance Teaching and learning in class Lecture: 3 sessions Class discussion: 1 session</p>	
6	<p>Chapter 6. Finance for health system</p> <ul style="list-style-type: none"> * Health Insurance: Concept, role * Classification of health insurance * Group and individual insurance * Pay for health insurance * Case study 	<p>CLO 1.1, CLO 2.1, CLO 3.1 CLO 3.2</p>	<p>Study at home: Read Chapter 6 materials at home in advance Teaching and learning in class Lecture: 2 sessions Group and class discussion: 2 sessions</p>	
7	<p>Chapter 6. Finance for health system</p> <ul style="list-style-type: none"> * Public spending in health * Personal expenses in health 	<p>CLO 1.1, CLO 2.1, CLO 3.1, CLO 3.2</p>	<p>Study at home: Read Chapter 6 materials at home in advance Teaching and learning in class Lecture: 3 sessions Class discussion: 1 session</p>	<p>Group assignment: Group presentation 20%</p>

	* Case study		
8	Presentation	CLO 1.2, CLO 2.1, CLO 3.1 CLO 3.2	Study at home: Read Chapter 6 materials at home in advance Teaching and learning in class Lecture: 3 sessions Class discussion: 1 session
9	Chapter 7. Outpatient Treatment Management * Outpatient treatment: Concepts; classify; Characteristics * Outpatient treatment management * Case study	CLO 1.2, CLO 2.1, CLO 3.1 CLO 3.2	Study at home: Read Chapter 7 materials at home in advance Teaching and learning in class Lecture: 3 sessions Class discussion: 1 session
10	Chapter 8. Inpatient treatment management * Inpatient treatment: Concepts, characteristics, classification * Inpatient treatment management * Case study	CLO 1.2, CLO 2.1, CLO 3.1 CLO 3.2	Study at home: Read Chapter 8 materials at home in advance Teaching and learning in class Lecture: 2 sessions Class discussion: 2 session
11	Chapter 9. Managed Cared * Concept * The reason for formation * Impact	CLO1.3 CLO2.1 CLO2.2 CLO3.1 CLO3.2	Study at home: Read Chapter 9 materials at home in advance Teaching and learning in class Lecture: 2 sessions Class discussion: 2 session

	* Case study			
12	Chapter 13, 14. Health policy * Health Policy: Concept; limit; role; Characteristics; policy making process; * Essential issues in health policy * Health reform in Vietnam: Factors changing in the future affecting health service delivery; * Case study	CLO2.1 CLO2.2 CLO3.1 CLO3.2	Study at home: Read Chapter 13, 14 materials at home in advance Teaching and learning in class Lecture: 2 sessions Class discussion: 2 session	
13	Final examination	All of CLOs	90 minutes test	Multiple choices test: 50%

9. COURSE REQUIREMENT

9.1. Rules of class participation

- Students are responsible for attending all classes. In case of absence from school due to force majeure reasons, there must be sufficient and reasonable proofs.

- Students are responsible for actively researching documents, proactively preparing lessons before going to class according to the instructions and requests of lecturers.

- Students who miss more than 20% of the lessons of the subject will be considered as not complete the course and have to enroll again.

- Students who submit individual and group assignments late compared with the prescribed time of the instructors will receive a score of 0 for that assignment.

Students will be asked to answer random questions and answers during 12 sessions

- Regarding the exchange between lecturers and students: Encourage students to participate in discussions (groups and individuals), give direct feedback with teachers about the content of the course, teaching and learning methods, teaching

materials and read. Lecturers also encourage students to give feedback on the form, methods and contents of the tests, and to evaluate students' learning results. Students can communicate with lecturers in class, during office hours or via email. The valuable student feedback contributes to improve the teaching and learning quality of the course

9.2. Rules of classroom behavior

- The course is conducted on the principle of respect for learners and teachers. All acts that interfere with the teaching and learning process are strictly prohibited.

- Students need to actively participate in lectures in class through discussions with teachers (answer and ask questions) and group discussions, presentations

- Students must go to school on time. Students who are late more than 10 minutes after class starts will not be able to attend the class.

- Do not make noise, affect others in the learning process.

- Do not eat, drink, chew gum, use devices such as phones, music players during class.

- Laptops and tablets are only used for the purpose of recording lectures, calculating for lectures, exercises, absolutely not used for other purposes.

Hanoi, Date Month Year 20

DEAN OF FACULTY

(Signed)

PRINCIPAL

(Signed)