

Module Specification (Distance Learning)

In collaboration with University of London International Programmes



1. Title:	Financial Management
2. Module code:	PHM208
3. Institution:	Faculty of Public Health and Policy London School of Hygiene & Tropical Medicine Keppel Street London WC1E 7HT http://www.lshtm.ac.uk/php/
4. Module Organiser:	Reinhold Gruen
5. Mode of study:	Distance learning
6. Type:	Elective module
7. Duration and dates:	<p>Deadlines if taken as part of a formal award:</p> <p>Application deadline: 30 June each year</p> <p>Registration deadline: 31 August each year</p> <p>Course registration duration: Up to 5 years</p> <p>Course starts: 1 October each year</p> <p>Examination takes place: Usually June each year (date to be confirmed)</p> <p>Deadlines if taken as an individual module (i.e. not registered for formal award):</p> <p>Application deadline: 31 August each year</p> <p>Registration deadline: 30 November each year</p> <p>Registration duration: 2 years</p> <p>Module study starts: 1 October each year</p> <p>Examination takes place: Usually June each year (date to be confirmed)</p>
8. Credit points:	15 credit points will be awarded on successful completion of this module at Masters level (Level 7).
9. Notional Learning Hours (NLH):	<p>On average the module should take about 150 hours to complete, consisting of the following:</p> <ul style="list-style-type: none"> • Main reading and web-based discussion forum participation: 80 hours • Additional reading materials and exercises: 30 hours • Assignments and exam preparation: 40 hours.
10. Aim:	This module aims to provide an introduction to financial management and give students confidence in their handling of financial information.
11. Learning objectives:	<p>On completing this module students should be able to:</p> <ul style="list-style-type: none"> • demonstrate essential knowledge and understanding of financial management in health services; • understand the principles used to prepare financial reports for management and financial accounting; • show basic competency in analysing and interpreting financial information for decision-making and evaluating financial performance; • discuss the purpose and functioning of financial controls; and information systems in various settings of the health sector.

12. Content:	<p>This module is split into four sections that follow the 20 textbook chapters: After an introduction to the context and main areas of financial management (section 1) the module introduces students to management accounting, including cost analysis and preparing, analyzing and controlling budgets and different approaches to setting prices for health services (section 2). Section 3 introduces the concepts of financial accounting, including a guided analysis of the principle financial statements, the management of working capital and the foundations of financial performance analysis. Section 4 explores financial control and information systems, with a focus on the use of financial information for decision making and performance management in a health care context. Various activities encourage students to study their own organisation's accounting system and compare it with the standard financial information presented in the module.</p>
13. Learning methods:	<p>The module textbook is <i>Financial Management in Health Services</i> by Reinhold Gruen and Ann Howarth.</p> <p>Learning is self-directed, guided by a detailed set of learning objectives that are identified at the start of each chapter of the module textbook, which also offers focused reading and various learning activities.</p> <p>Additional learning materials include: a brief guide to the study module, recommended reading from the peer-reviewed literature, Frequently Asked Questions (FAQs) and suggested relevant websites.</p> <p>Student support is available from the module tutors through the web-based discussion forum. Module tutors provide written feedback for all students on the web-based discussion forum and offer individual feedback on an assessed assignment submitted by the student.</p>
14. Assessment procedures:	<p>Students will be assessed by one or more assignments which count 30% towards the overall grade for the module and by a two-hour unseen written examination, which will contribute 70% of the total grade for the module.</p> <p>Examinations are normally held in a student's country of residence, in one of over 650 examination centres worldwide. They are arranged mainly through Ministries of Education or the British Council. A local fee will be payable. A list of examination centres can be found at http://www.londoninternational.ac.uk/current_students/general_resources/exams/exam_centres/index.shtml.</p> <p>If students fail an examination at the first entry they will be allowed one further attempt, the following year.</p>
15. Prerequisites:	<p>Those wishing to study this module should have regular access to the internet to benefit from library facilities, participate in web-based discussions and submit assignments.</p> <p>Students must meet the standard of English required to study this course. See http://www.lshtm.ac.uk/prospectus/english.html.</p>
16. Attendance:	No maximum number
17. Selection, if applicable:	<p>This module is available to students registered for the <u>MSc in Public Health</u>, <u>Epidemiology</u> and <u>Infectious Diseases</u> courses; alternatively, it can also be taken as an individual module. It can also be taken by those studying for the PG Diploma Public Health and Infectious Diseases courses under the credit framework scheme.</p> <p>This module is <u>not</u> available to those who have already studied module HS201 <i>Financial Management</i>.</p> <p>This module is recommended for students studying the Health Services Management stream.</p>

18. Fees:	For current schedule of fees see http://www.londoninternational.ac.uk/fees/schedules/lshdm.pdf .
19. Scholarships:	None available
20. External accreditation:	None
21. Application process:	Applications are managed by the University of London International Programmes (website: http://www.londoninternational.ac.uk/).
22. Further enquiries:	Enquiries may be emailed to distance@lshdm.ac.uk .