University of Florida  
College of Public Health & Health Professions Syllabus  
Overview of Geriatric Care Management  
GEY6220 (3 credit hours)  
Spring: 2021  
Delivery Format: Online  
https://elearning.ufl.edu/

Instructor Name: Keith Meneskie  
Room Number:  
Phone Number:  
Email Address: orkidman@ufl.edu  
Office Hours: Periodically throughout semester and as requested  
Teaching Assistants:  
Preferred Course Communications: Canvas course email system

Prerequisites
- Must have a baccalaureate degree, preferably in a health-related or social service discipline, e.g., Nursing, Social Work, Occupational Therapy, Physical Therapy, Gerontology, Sociology, Health Education, etc.
- Must have a GPA of 3.0 or above

PURPOSE AND OUTCOME

Course Overview
This course will provide the student with the basic elements and procedures for conducting a comprehensive geriatric assessment and care plan report. The content of the course will cover the fundamentals of a psychosocial, functional, and cognitive assessments, presenting problems, general background and history information, diagnosis and medications, and functional abilities as it relates to their environment. Emphasis is placed on analyzing a provided case study, determining needed additional information, and incorporating that information into a cohesive written report. Additionally, the students will be required to write an initial care plan based on the assessment and information-gathering process that logically follows potential issues concerns discovered during the analysis and discussion of the provided cases.

Relation to Program Outcomes
Graduate of the program will have the expanded knowledge required for either developing their own private practice or professional geriatric care management business or advancing their career in management of long-term care facilities, home health care or public services agencies. This certificate is also designed to meet the educational requirements for those seeking to become a Certified Geriatric Care Manager through the International Commission on Health Care Certification.

Course Objectives and/or Goals
1. Understand ethical dilemmas, confidentially, and protected health information facing geriatric care managers.
2. Recognize psychosocial, economic, and functional deficits.
3. Evaluate and administer screening tools, assessments, and the need for clarification and additional resources.
4. Identify the steps associated with the geriatric assessment process.
5. Describe various interventions appropriate for care planning with geriatric clients.
6. Discuss how GCM’s can improve holistic quality of life for the clients they serve.
7. Summarize methods for analyzing assessment results and prioritizing client needs.
8. Understand the elements of an initial care plan and the need for changes and modifications as an ongoing process.

**Instructional Methods**

We use Discussion Forums for asynchronous sharing of our thoughts, ideas, and opinions on subjects related to older adults. We engage in audio and video conferencing using the Zoom platform including assembling and presenting PowerPoint presentations to the rest of the class. The instructor will be available at designated times throughout the semester for discussion and review of presentations, topics of interest, invited panelists and guest lecturers. Students are expected to engage in ongoing discussions and to provide submitted materials and assignments for class review and comment. This course is designed to be interactive and the productive student uses all the resources available throughout the semester for a successful course completion.

**This class is conducted entirely online.**

**What is expected of you?**

You are expected to actively engage in the course throughout the semester. You must have all assignments and discussion forum topics completed and submitted by the due date. Full participation in the live conference presentations is expected. This class is built in part on your experiences, ideas, and values that you not only bring to the discussions and presentations but that you also bring out the best in the rest of us. Your participation fosters a rich course experience for you and your peers that facilitates overall understanding of the course objectives.

**DESCRIPTION OF COURSE CONTENT**

**Topical Outline/Course Schedule Year 2020**

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<thead>
<tr>
<th>Week</th>
<th>Date(s)</th>
<th>Topic(s)</th>
<th>Readings</th>
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<td>Week</td>
<td>Date(s)</td>
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Chapter 6  
Chapter 6 |
Chapters 7 & 12 |
Chapter 21  
Chapters 17, 27 & 28 |
Chapters 3 & 8  
Chapters 21 & 26 |
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<tr>
<th>Week</th>
<th>Date(s)</th>
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**Course Materials and Technology**

**Textbooks**


In addition to the required textbook readings, there are any number of other website links to articles and places of interest that pertain to the topics for each week. Students are expected to be proficient at writing at the graduate level. Students are required to know the basics of putting together a PowerPoint presentation with sound. Students are required to be familiar with the basics of video conferencing and proper video conferencing conduct. Students are required to write reports using a conventional word processor program and understand how to upload and download files and materials to and from the course. Students are to be familiar with how to use the Canvas email system.

For technical support for this class, please contact the UF Help Desk at:

- Learning-support@ufl.edu
- (352) 392-HELP - select option 2
- https://lss.at.ufl.edu/help.shtml

ACADEMIC REQUIREMENTS AND GRADING

Assignments
Three of the discussion forums, Weeks 2, 5, & 7, are worth a maximum of 10 points or 10% of your total grade. Whereas, Weeks 10, 12, & 15 are each worth 15 points or 15% of your total grade as they are more involved and require more effort. Combined, the maximum total points for all six discussion forums are 75 or 75% of your total grade. Should you encounter any issues or questions regarding the Discussion Forums, please email the instructor.

There are two quizzes based on professional lectures worth 5 points each or 10 points or 10% of your grade.

There is one written report, Practical Case Analysis Assignment, worth 15 points or 15% of your grade.

Grading Year 2020

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due date</th>
<th>Points or % of final grade (% must sum to 100%)</th>
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<tbody>
<tr>
<td>Week 2 First Discussion Forum - Students are required to follow the directions provided for the Discussion Forum</td>
<td>Initial post due Jan. 22 Ongoing discussion forum until Jan. 31</td>
<td>10 points or 10% of the overall grade</td>
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<tr>
<td>Week 5 Second Discussion Forum – Students are required to follow the directions provided for the Discussion Forum</td>
<td>Initial post due Feb. 5 Ongoing discussion forum until Feb.14</td>
<td>10 points or 10% of the overall grade</td>
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<tr>
<td>Midterm Quiz</td>
<td>Available March 1 through March 5</td>
<td>Multiple choice quiz based on professional lectures worth 5 points or 5% of your grade</td>
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<tr>
<td>Week 7 Third Discussion Forum – Review of case scenario with audio recording of PowerPoint Presentation</td>
<td>Upload of recorded presentation due Feb. 26 Ongoing discussion forum until March 7</td>
<td>10 points or 10% of the overall grade</td>
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<tr>
<td>Week 10 Fourth Discussion Forum – Falls Prevention Project</td>
<td>Upload of recorded presentation OR live individual conference report due March 15 Ongoing discussion forum until March 28</td>
<td>15 points or 15% of the overall grade</td>
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<td>Week 13 Fifth Discussion Forum – Livable Communities Assignment</td>
<td>Individual Conference Reports – Designated days for live presentations due on April 9. Ongoing discussion forum until April 18</td>
<td>15 points or 15% of the overall grade</td>
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<tr>
<td>Practical Case Analysis Assignment</td>
<td>minimum of 10 pages and a maximum 12 pages per assignment instructions due April 12</td>
<td>15 points or 15% of the overall grade</td>
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<td>Week 15 Sixth Discussion Forum – Practical Case Analysis review. Choice of live presentation or recorded upload.</td>
<td>Live presentations or recorded presentations due on April 23. Ongoing discussion forum until April 30</td>
<td>15 points or 15% of the overall grade</td>
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<tr>
<td>Final Quiz</td>
<td>Available April 26 through April 30</td>
<td>Multiple choice quiz based on professional lectures worth 5 points or 5% of your grade</td>
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**Point system**

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<tr>
<th>Percentage Earned</th>
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<td>93-100</td>
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<tr>
<td>90-92</td>
<td>A-</td>
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<td>87-89</td>
<td>B+</td>
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<td>83-86</td>
<td>B</td>
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<tr>
<td>80-82</td>
<td>B-</td>
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<td>77-79</td>
<td>C+</td>
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<tr>
<td>73-76</td>
<td>C</td>
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<tr>
<td>70-72</td>
<td>C-</td>
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<td>67-69</td>
<td>D+</td>
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<td>63-66</td>
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<td>60-62</td>
<td>D-</td>
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<td>Below 60</td>
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Please be aware that a C- is not an acceptable grade for graduate students. The GPA for graduate students must be 3.0 based on 5000 level courses and above to graduate. A grade of C counts toward a graduate degree only if based on credits in courses numbered 5000 or higher that have been earned with a B+ or higher.
Exam Policy

There are two 5-point quizzes this semester, one at midpoint and one at the end of the term.

Policy Related to Make up Exams or Other Work
All submitted work is time sensitive in that your participation in a discussion forum is for a limited time so that we can move on to the next discussion/assignment. The expectation is that all work will be submitted by the due date. All graded work is available to all students at the beginning of the semester. Plan your schedule ahead of time according to when assignments are due. Should you run into difficulty with any of the required assignments, please contact the instructor as soon as possible to make further arrangements. Late submissions will be considered on a case-by-case basis.

Please note: Any requests for make-ups due to technical issues MUST be accompanied by the UF Computing help desk (http://helpdesk.ufl.edu/) correspondence. You MUST e-mail me within 24 hours of the technical difficulty if you wish to request a make-up.

Policy Related to Required Class Attendance

You are expected to attend all Zoom live conferences and presentations by other class members and any other scheduled speakers or guests. There is no formal class attendance however your participation in discussion forums, presentations, conferences, and any other interactions throughout the course will be noted. The course is designed to provide you with everything you need from the first day to get started. You will work at your own pace and submit materials at or before they are due. You are expected to sign-up for the appropriate conferences and presentations and be available at your designated time.

Please note all faculty are bound by the UF policy for excused absences. Excused absences must be consistent with university policies in the Graduate Catalog (http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#attendance). Additional information can be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

STUDENT EXPECTATIONS, ROLES, AND OPPORTUNITIES FOR INPUT

Expectations Regarding Course Behavior
Expectations of the student are to submit materials and assignments when due, fully participate in all discussion forums per course requirements, use this opportunity to express your thoughts and ideas on the topics presented and other related topics as they arise. Participate in all Zoom live presentation conferences unless an exception is made for you. Respect other’s thoughts and opinions while adding to the discussion conversation.

Communication Guidelines
Please contact the instructor using the Canvas course email system. I typically do not restrict the type of discussion or where it might lead as long it remains relative to the topic/discussion and furthers the conversation. This is a graduate level course and I expect that we understand how to interact appropriately with each other respecting the position of others. Should you have any questions or concerns about the chat, discussions, conferences, or any other way we interact, please contact the instructor.
Academic Integrity

Students are expected to act in accordance with the University of Florida policy on academic integrity. As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge:

“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.”

You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied:

“Oh my honor, I have neither given nor received unauthorized aid in doing this assignment.”

It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For additional information regarding Academic Integrity, please see Student Conduct and Honor Code or the Graduate Student Website for additional details:
https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/
http://gradschool.ufl.edu/students/introduction.html

Please remember cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior.

Online Faculty Course Evaluation Process

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

On Campus Face-to-Face

We will have face-to-face instructional sessions to accomplish the student learning objectives of this course. In response to COVID-19, the following policies and requirements are in place to maintain your learning environment and to enhance the safety of our in-classroom interactions.

- You are required to wear approved face coverings at all times during class and within buildings. Following and enforcing these policies and requirements are all of our responsibility. Failure to do so will lead to a report to the Office of Student Conduct and Conflict Resolution.
- This course has been assigned a physical classroom with enough capacity to maintain physical distancing (6 feet between individuals) requirements. Please utilize designated seats and maintain appropriate spacing between students. Please do not move desks or stations.
- Sanitizing supplies are available in the classroom if you wish to wipe down your desks prior to sitting down and at the end of the class.
- Follow your instructor’s guidance on how to enter and exit the classroom. Practice physical distancing to the extent possible when entering and exiting the classroom.
Course materials will be provided to you with an excused absence, and you will be given a reasonable amount of time to make up work (https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/).

**Online Synchronous Sessions:**
Our class sessions may be audio and visually recorded for students in the class to use as a reference and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

**Policy Related to Guests Attending Class:**
Only registered students are permitted to attend class. However, we recognize that students who are caretakers may face occasional unexpected challenges creating attendance barriers. Therefore, by exception, a department chair or his or her designee (e.g., instructors) may grant a student permission to bring a guest(s) for a total of two class sessions per semester. This is two sessions total across all courses. No further extensions will be granted. Please note that guests are **not** permitted to attend either cadaver or wet labs. Students are responsible for course material regardless of attendance. For additional information, please review the Classroom Guests of Students policy in its entirety. Link to full policy: [http://facstaff.phhp.ufl.edu/services/resourceguide/getstarted.htm](http://facstaff.phhp.ufl.edu/services/resourceguide/getstarted.htm)

**SUPPORT SERVICES**

**Accommodations for Students with Disabilities**
If you require classroom accommodation because of a disability, it is strongly recommended you register with the Dean of Students Office [http://www.dso.ufl.edu](http://www.dso.ufl.edu) within the first week of class or as soon as you believe you might be eligible for accommodations. The Dean of Students Office will provide documentation of accommodations to you, which you must then give to me as the instructor of the course to receive accommodations. Please do this as soon as possible after you receive the letter. Students with disabilities should follow this procedure as early as possible in the semester. The College is committed to providing reasonable accommodations to assist students in their coursework.

Students in UF Health Sciences programs should be mindful that unique course accommodations may not be applicable in a clinical, fieldwork or practicum setting. Thus, planning a semester in advance with the DRC Health Sciences Learning Specialist, Lisa Diekow [ldiekow@ufsa.ufl.edu](mailto:ldiekow@ufsa.ufl.edu), is highly encouraged.

**Counseling and Student Health**
Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

- The Counseling and Wellness Center 352-392-1575 offers a variety of support services such as psychological assessment and intervention and assistance for math and test anxiety. Visit their web site for more information: [http://www.counseling.ufl.edu](http://www.counseling.ufl.edu). Online and in person assistance is available.
• You Matter We Care website: http://www.umatter.ufl.edu/. If you are feeling overwhelmed or stressed, you can reach out for help through the You Matter We Care website, which is staffed by Dean of Students and Counseling Center personnel.

• The Student Health Care Center at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: https://shcc.ufl.edu/

• Crisis intervention is always available 24/7 from:
  Alachua County Crisis Center:
  (352) 264-6789
  http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx

Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

Inclusive Learning Environment
Public health and health professions are based on the belief in human dignity and on respect for the individual. As we share our personal beliefs inside or outside of the classroom, it is always with the understanding that we value and respect diversity of background, experience, and opinion, where every individual feel valued. We believe in, and promote, openness and tolerance of differences in ethnicity and culture, and we respect differing personal, spiritual, religious, and political values. We further believe that celebrating such diversity enriches the quality of the educational experiences we provide our students and enhances our own personal and professional relationships. We embrace The University of Florida’s Non-Discrimination Policy, which reads, “The University shall actively promote equal opportunity policies and practices conforming to laws against discrimination. The University is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans’ Readjustment Assistance Act.” If you have questions or concerns about your rights and responsibilities for inclusive learning environment, please see your instructor or refer to the Office of Multicultural & Diversity Affairs website: www.multicultural.ufl.edu