HEALTH CARE ADMINISTRATION, BS

Like all businesses, health care organizations require strong leadership to run smoothly. As an experienced health care administrator, your career could span the operation of a single department to executive leadership and management positions in which you’re responsible for millions of dollars of facilities and equipment as well as hundreds of employees.

Our undergraduate health care administration program will help you master the basic business principles and tools that you’ll need for effective decision-making when you enter this field: finance, information systems, strategic planning, human resource management and marketing. You’ll also develop strong management and leadership abilities — such as business skills, problem-solving, communication, relationship management, diplomacy, collaboration, teamwork, adaptability, change management and mentoring — that will be essential to your success.

Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>University General Education Requirements</td>
<td></td>
<td>12</td>
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<tr>
<td>Major Requirements</td>
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<td>66</td>
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<tr>
<td>Extra-Departmental Requirements</td>
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<td>42</td>
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<td>Total Credits</td>
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Course of Study

The Health Care Administration program offers a four-year curriculum leading to a Bachelor of Science (BS) degree in Health Care Administration. The curriculum includes all necessary requirements for a minor in business administration. Students begin by taking freshman- and sophomore-level foundation courses in the biological and health sciences, health information administration, as well as the liberal arts. This coursework provides a solid basis for the advanced study of healthcare administration that follows. Successful completion of a faculty-supervised, semester-long internship (minimum of 120 hours) at an approved healthcare agency is required in the senior year.

Admission to the Major

The Health Care Administration program will consider applications to the major at the end of each semester, as long as the student’s cumulative UWM GPA is 2.5 or above, the student has completed the admission prerequisite courses, and the student has met the grade requirements for required courses. Students are encouraged to apply to the major as soon as they meet these requirements and have achieved sophomore status.

Application forms for admission to the major in HCA can be accessed online or can be requested from the College of Health Sciences (CHS) Office of Student Affairs. Completed application forms and copies of transcripts of previous college work can be submitted to the CHS Office of Student Affairs. The following courses are prerequisites for admission to the major:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>Select one of the following:</td>
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<tr>
<td>ENGLISH 102</td>
<td>College Writing and Research</td>
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<tr>
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<td>Completion of the UWM English competency requirement</td>
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Requirements for Internship

The faculty-supervised internship (minimum of 120 hours) is an integral component of the Health Care Administration major. Students, under the direction of a preceptor, are given opportunities for management-related experience in local, national, and international healthcare organizations. Students must be admitted to the major and complete the internship application form by October 1 to be considered for the spring semester and March 1 for the fall semester. Summer internships will be considered for approval on a case-by-case basis, and the application deadline is March 1. Prior to internship, students must complete a background check and must meet physical and health screening requirements.

Graduation Requirements

The following requirements must be met to graduate:

1. Completion of the required credits;
2. A cumulative UWM GPA of 2.5;
3. A grade of C+ or better in all Health Care Administration courses (HCA & HS) and a C or better in all other required courses; and
4. Completion of all University General Education Requirements (http://catalog.uwm.edu/policies/undergraduate-policies/#generaleducationtext).

Degree Requirements

<table>
<thead>
<tr>
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<tbody>
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<td>University General Education Requirements</td>
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<tr>
<td>Competency Requirements</td>
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<tr>
<td>Oral and Written Communication (OWC) Part A &amp; B:</td>
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<tr>
<td>HCA 249</td>
<td>Writing for Professional Development in Health Administration</td>
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<td>Quantitative Literacy (QL) Part A &amp; B:</td>
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<tr>
<td>KIN 270</td>
<td>Statistics in the Health Professions: Theory and Practice</td>
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</table>
Foreign Language

Distribution Requirements

Arts

Humanities

Natural Sciences

Social Sciences

Cultural Diversity

Electives 7

Major Requirements

HCA 203  Human Life Cycle 3

HCA 220  Leading Healthcare Professionals 3

HCA 300  Professional Development Seminar for Health Administration Students 1

HCA 307  Epidemiology for the Health Sciences 3

HCA 333  Health Organizations Professional Practice Standards 2

HCA 340  Healthcare Process Measurement 3

HCA 361  Post-Acute Care and Management 3

HCA 400  Healthcare Marketing 3

HCA 421  Operations Management in Healthcare Organizations 3

HCA 422  Human Resource Management in Healthcare Organizations 3

HCA 450  Healthcare Quality Management 3

HCA 460  Healthcare Reimbursement Systems and Policies 3

HCA 502  Healthcare Delivery Systems: National and International Perspectives 3

HCA 521  Advanced Systems Thinking and Strategy for Healthcare Leaders 3

HCA 537  Health Information Technology and Management 3

HCA 541  Healthcare Information Systems Analysis and Design 3

HCA 580  Health Care Administration Internship 4

HS 101  Introduction to Health and Disease 2

HS 102  Healthcare Delivery in the United States 3

HS 105  Survey of the Health Professions 1 3

HS 222  Language of Medicine 3

HS 224  Computational Tools for Healthcare Professionals 3

HS 311  Law and Ethics for Healthcare Professionals 3

Extra-Departmental Requirements

BIO SCI 201  Human Structure and Function 3

BUS ADM 201  Introduction to Financial Accounting 4

BMS 245  Client Diversity in Health Sciences: An Interdisciplinary Perspective 3

BUS ADM 330  Organizations 3

BUS ADM 350  Principles of Finance 3

BUS ADM 360  Principles of Marketing 3

BUS ADM 370  Introduction to Supply Chain Management 3

COMMUN 103  Public Speaking 3

ECON 103  Principles of Microeconomics 3

ECON 104  Principles of Macroeconomics 3

ECON 450  Health Economics 3

PSYCH 101  Introduction to Psychology 3

MATH 211  Survey in Calculus and Analytic Geometry I 4

Total Credits 120

1 General Education Requirements (GERs): The courses required within the HCA curriculum satisfy the University's General Education requirements for Cultural Diversity, Social Sciences, Natural Sciences, Quantitative Literacy and Oral and Written Communication; students should use their elective credits to satisfy GER requirements for the Humanities and the Arts.

Curriculum for the Health Care Administration Major

Year 1

Semester 1 Credits

HS 101  Introduction to Health and Disease 2

HS 222  Language of Medicine 3

HS 105  Survey of the Health Professions 3

PSYCH 101  Introduction to Psychology 3

Electives: recommend CHS 100 or Sport & Rec course 1

Electives: Recommend MATH 105 or Humanities GER 3

Credits 15

Semester 2 Credits

COMMUN 103  Public Speaking 3

BIO SCI 201  Human Structure and Function 3

HS 224  Computational Tools for Healthcare Professionals 3

HS 102  Healthcare Delivery in the United States 3

Electives: Recommend ENGLISH 102 or Arts GER 3

Credits 15

Year 2

Semester 1 Credits

ECON 103 or ECON 104  Principles of Microeconomics or Principles of Macroeconomics 3

HCA 203  Human Life Cycle 3

HCA 220  Leading Healthcare Professionals 3

HCA 249  Writing for Professional Development in Health Administration 3

KIN 270  Statistics in the Health Professions: Theory and Practice 3

Credits 15

Semester 2 Credits

ECON 104  Principles of Macroeconomics 3

HCA 307  Epidemiology for the Health Sciences 3

BMS 245 or HCA 245 or COMSDIS 245  Client Diversity in Health Sciences: An Interdisciplinary Perspective or Client Diversity in Health Sciences: An Interdisciplinary Perspective 3

MATH 211  Survey in Calculus and Analytic Geometry I 4

Credits 13

Year 3

Semester 1 Credits

BUS ADM 201  Introduction to Financial Accounting 4

BUS ADM 330  Organizations 3

HCA 300  Professional Development Seminar for Health Administration Students 1

HCA 361  Post-Acute Care and Management 3
Health Care Administration, BS

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<thead>
<tr>
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<tr>
<td>HCA 450</td>
<td>Healthcare Quality Management</td>
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<td>HCA 537</td>
<td>Health Information Technology and Management</td>
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<td><strong>Credits</strong></td>
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**Semester 2**

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<tr>
<td>BUS ADM 350</td>
<td>Principles of Finance</td>
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<tr>
<td>ECON 450</td>
<td>Health Economics</td>
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<td>HS 311</td>
<td>Law and Ethics for Healthcare Professionals</td>
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<td>HCA 333</td>
<td>Health Organizations Professional Practice Standards</td>
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<td>HCA 340</td>
<td>Healthcare Process Measurement</td>
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<td>HCA 541</td>
<td>Healthcare Information Systems Analysis and Design</td>
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**Year 4**

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<td>BUS ADM 370</td>
<td>Introduction to Supply Chain Management</td>
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<td>HCA 400</td>
<td>Healthcare Marketing</td>
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<td>HCA 421</td>
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<td>HCA 422</td>
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<td>HCA 521</td>
<td>Advanced Systems Thinking and Strategy for Healthcare Leaders</td>
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**Semester 2**

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<td>BUS ADM 360</td>
<td>Principles of Marketing</td>
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</tr>
<tr>
<td>HCA 460</td>
<td>Healthcare Reimbursement Systems and Policies</td>
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<td>HCA 502</td>
<td>Healthcare Delivery Systems: National and International Perspectives</td>
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<td>HCA 580</td>
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**Honors in the Major**

Honors in the major are granted to students who earn a GPA of 3.500 or above on a minimum of 30 completed credits at UWM following advancement to a Health Sciences major.

**Honors in the College of Health Sciences**

**Dean's Honor List**

GPA of 3.750 or above, earned on a full-time student’s GPA on 12 or more graded credits in a given semester.

**Honors College Degree and Honors College Degree with Distinction**

Granted to graduating seniors who complete Honors College requirements, as listed in the Honors College (http://catalog.uwm.edu/opportunities-resources/honors-college/) section of this site.

**Commencement Honors**

Students with a cumulative GPA of 3.500 or above, based on a minimum of 40 graded UWM credits earned prior to the final semester, will receive all-university commencement honors and be awarded the traditional gold cord at the December or May Honors Convocation. Please note that for honors calculation, the GPA is not rounded and is truncated at the third decimal (e.g., 3.499).