

# 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

Code	Title	Credits
University General Education Requirements		12
Major Requirements		69
Extra-Departmental Requirements		43
Total Credits		124

## 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:

Code	Title	Credits
Select one of the following:		0-3
ENGLISH 102	College Writing and Research	
Completion of the UWM English competency requirement		

COMMUN 103	Public Speaking	3
ECON 103	Principles of Microeconomics	3
or ECON 104	Principles of Macroeconomics	
Select one of the following:		0-3
MATH 105	Introduction to College Algebra (or math placement level of 30)	3
or MATH 108	Algebraic Literacy II	
HS 102	Healthcare Delivery in the United States	3
HCA 220	Leading Healthcare Professionals	3

Students are required to earn a grade of C+ or higher in all HCA and HS courses, and a grade of C or higher in all other required courses. Students who twice earn a grade lower than these requirements in any required course will not be admitted, and if previously admitted, will be dismissed from the HCA major. Such students can submit an appeal to remain in the HCA major.

No student applying to the program with a cumulative UWM GPA lower than 2.5 will be admitted. A student whose cumulative UWM GPA falls below 2.5 will be placed on probationary status and will not be able to graduate with the degree in Health Care Administration until his or her cumulative UWM GPA is 2.5 or higher. Students remaining on probation for more than two consecutive semesters will be dismissed from the major.

## 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

Code	Title	Credits
<b>University General Education Requirements</b>		
<i>Competency Requirements</i>		
Oral and Written Communication (OWC) Part A & B:		
HCA 249	Writing for Professional Development in Health Administration <sup>1</sup>	3
Quantitative Literacy (QL) Part A & B:		
KIN 270	Statistics in the Health Professions: Theory and Practice <sup>1</sup>	3

Foreign Language		
<i>Distribution Requirements</i> <sup>1</sup>		
Arts		
Humanities		
Natural Sciences		
Social Sciences		
Cultural Diversity		
<i>Electives</i>		7
<b>Major Requirements</b>		
HCA 203	Human Life Cycle <sup>1</sup>	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 <sup>1</sup>	3
HS 222	Language of Medicine	3
HS 224	Computational Tools for Healthcare Professionals	3
HS 311	Law and Ethics for Healthcare Professionals	3
<b>Extra-Departmental Requirements</b>		
BIO SCI 201	Human Structure and Function <sup>1</sup>	3
BUS ADM 201	Introduction to Financial Accounting	4
BMS 245	Client Diversity in Health Sciences: An Interdisciplinary Perspective <sup>1</sup>	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 <sup>1</sup>	3

ECON 103	Principles of Microeconomics <sup>1</sup>	3
ECON 104	Principles of Macroeconomics <sup>1</sup>	3
ECON 450	Health Economics	3
PSYCH 101	Introduction to Psychology <sup>1</sup>	3
MATH 211	Survey in Calculus and Analytic Geometry I	4
<b>Total Credits</b>		<b>120</b>

<sup>1</sup> 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

<b>Year 1</b>		
<b>Semester 1</b>		
		<b>Credits</b>
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
<b>Semester 2</b>		
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
<b>Year 2</b>		
<b>Semester 1</b>		
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
<b>Semester 2</b>		
ECON 104	Principles of Macroeconomics	3
HCA 307	Epidemiology for the Health Sciences	3
BMS 245 or HCA 245 OR COMSDIS 24	Client Diversity in Health Sciences: An Interdisciplinary Perspective	3
MATH 211	Survey in Calculus and Analytic Geometry I	4
Credits		13
<b>Year 3</b>		
<b>Semester 1</b>		
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
HCA 450	Healthcare Quality Management	3

HCA 537	Health Information Technology and Management	3
	Credits	17
<b>Semester 2</b>		
BUS ADM 350	Principles of Finance	3
ECON 450	Health Economics	3
HS 311	Law and Ethics for Healthcare Professionals	3
HCA 333	Health Organizations Professional Practice Standards	2
HCA 340	Healthcare Process Measurement	3
HCA 541	Healthcare Information Systems Analysis and Design	3
	Credits	17
<b>Year 4</b>		
<b>Semester 1</b>		
BUS ADM 370	Introduction to Supply Chain 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 521	Advanced Systems Thinking and Strategy for Healthcare Leaders	3
	Credits	15
<b>Semester 2</b>		
BUS ADM 360	Principles of Marketing	3
HCA 460	Healthcare Reimbursement Systems and Policies	3
HCA 502	Healthcare Delivery Systems: National and International Perspectives	3
HCA 580	Health Care Administration Internship	4
	Credits	13
	Total Credits	120

<sup>1</sup> 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.

## 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).

## Final Honors

Earned on a minimum of 60 graded UWM credits: Cum Laude - 3.500 or above; Magna Cum Laude - 3.650 or above; Summa Cum Laude - 3.800 or above.