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>20</td>
</tr>
<tr>
<td>Major Requirements</td>
<td></td>
<td>67</td>
</tr>
<tr>
<td>Extra-Departmental Requirements</td>
<td></td>
<td>41</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>128</td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>COMMUN 103</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGLISH 102</td>
<td>College Writing and Research</td>
<td>0-3</td>
</tr>
<tr>
<td>Completion of the UWM English competency requirement</td>
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Degree Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>ECON 103 or ECON 104</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 105</td>
<td>Introduction to College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>Math placement level C on the proficiency test</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HS 102</td>
<td>Healthcare Delivery in the United States</td>
<td>3</td>
</tr>
<tr>
<td>HCA 220</td>
<td>Leading Healthcare Professionals</td>
<td>3</td>
</tr>
</tbody>
</table>

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 128 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].
Arts

Humanities

Social Sciences

Cultural Diversity

Electives
Select 13 credits 1

Major Requirements
HCA 203 Human Life Cycle 3
HCA 220 Leading Healthcare Professionals 3
HCA 245 Client Diversity in Health Sciences: An Interdisciplinary Perspective 3
HCA 307 Epidemiology for the Health Sciences 3
HCA 333 Health Organizations Professional Practice Standards 2
HCA 340 Healthcare Process Measurement 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 542 Healthcare Database Design and Management 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 3
HS 222 Language of Medicine 3
HS 224 Computational Tools for Healthcare Professionals 3
HS 250 Allied Health Information Methods 2
HS 311 Law for Healthcare Consumers and Professionals 3

Extra-Departmental Requirements
BIO SCI 202 Anatomy and Physiology I 4
BIO SCI 203 Anatomy and Physiology II 4
BMS 301 Human Pathophysiology: Fundamentals 1
BMS 302 Human Pathophysiology: Organ Systems I 1
BMS 303 Human Pathophysiology: Organ Systems II 1
BMS 304 Human Pathophysiology: Organ Systems III 1
BMS 305 Human Pathophysiology: Organ Systems IV 1
BUS ADM 201 Introduction to Financial Accounting 4
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
ECON 103 Principles of Microeconomics 3
ECON 104 Principles of Macroeconomics 3
KIN 270 Statistics in the Health Professions: Theory and Practice 3
PSYCH 101 Introduction to Psychology 3

Total Credits 128

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 (Exception: Students still need to satisfy the OWCB requirement, and may take ENGLISH 205 to meet this University GER requirement); 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
BIO SCI 202 Anatomy and Physiology I 4
HS 101 Introduction to Health and Disease 2
HS 105 Survey of the Health Professions 3
PSYCH 101 Introduction to Psychology 3
Electives 1

Semester 2
BIO SCI 203 Anatomy and Physiology II 4
COMMUN 103 Public Speaking 3
HS 222 Language of Medicine 3
HS 224 Computational Tools for Healthcare Professionals 3
Electives 1

Year 2
Semester 1
ECON 103 Principles of Microeconomics 3
HS 102 Healthcare Delivery in the United States 3
HCA 220 Leading Healthcare Professionals 3
BMS 301 Human Pathophysiology: Fundamentals 1
BMS 302 Human Pathophysiology: Organ Systems I 1
BMS 303 Human Pathophysiology: Organ Systems II 1
KIN 270 Statistics in the Health Professions: Theory and Practice 3

Semester 2
ECON 104 Principles of Macroeconomics 3
BMS 304 Human Pathophysiology: Organ Systems III 1
BMS 305 Human Pathophysiology: Organ Systems IV 1
HCA 203 Human Life Cycle 3
HCA 245 Client Diversity in Health Sciences: An Interdisciplinary Perspective 3
HCA 307 Epidemiology for the Health Sciences 3
MATH 211 Survey in Calculus and Analytic Geometry 4

Credits 18
### Year 3

#### Semester 1
- **BUS ADM 201**: Introduction to Financial Accounting 4
- **BUS ADM 330**: Organizations 3
- **HCA 450**: Healthcare Quality Management 3
- **HCA 537**: Health Information Technology and Management 3
- **HS 250**: Allied Health Information Methods 2
- **Electives**: 2


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<td>BUS ADM 201</td>
<td>Introduction to Financial Accounting</td>
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<td>BUS ADM 330</td>
<td>Organizations</td>
<td>3</td>
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<td>HCA 450</td>
<td>Healthcare Quality Management</td>
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</tr>
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<td>HCA 537</td>
<td>Health Information Technology and Management</td>
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<tr>
<td>HS 250</td>
<td>Allied Health Information Methods</td>
<td>2</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>

#### Credits: 17

#### Semester 2
- **BUS ADM 350**: Principles of Finance 3
- **HCA 333**: Health Organizations Professional Practice Standards 2
- **HCA 340**: Healthcare Process Measurement 3
- **HCA 541**: Healthcare Information Systems Analysis and Design 3
- **HS 311**: Law for Healthcare Consumers and Professionals 3
- **Electives**: 3


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<td>BUS ADM 350</td>
<td>Principles of Finance</td>
<td>3</td>
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<tr>
<td>Electives</td>
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</table>

#### Credits: 17

### Year 4

#### Semester 1
- **BUS ADM 370**: Introduction to Supply Chain Management 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
- **HCA 542**: Healthcare Database Design and Management 3


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<td>BUS ADM 370</td>
<td>Introduction to Supply Chain Management</td>
<td>3</td>
</tr>
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<td>HCA 421</td>
<td>Operations Management in Healthcare Organizations</td>
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<td>HCA 542</td>
<td>Healthcare Database Design and Management</td>
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#### Credits: 15

#### Semester 2
- **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
- **Electives**: 2


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<td>BUS ADM 360</td>
<td>Principles of Marketing</td>
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<td>HCA 460</td>
<td>Healthcare Reimbursement Systems and Policies</td>
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<td>HCA 502</td>
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<td>HCA 580</td>
<td>Health Care Administration Internship</td>
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<tr>
<td>Electives</td>
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#### Credits: 15

#### Total Credits: 128

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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 Degree and Honors Degree with Thesis
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. In schools and colleges in which fewer than 15% of the traditional students have a 3.500 GPA, all-university honors will be awarded to approximately the top 15% of graduating students. A criterion GPA (not lower than 3.200) for this 15% will be calculated based on statistics from the previous comparable semester. 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.