

SCHOOL OF HEALTH ADMINISTRATION
(512) 245-3556 or email jc05@txstate.edu



BACHELOR OF HEALTHCARE ADMINISTRATION (BHA) –2009

The healthcare administration major integrates healthcare management theory and practice, and prepares graduates to assume entry to mid/level management positions in a variety of healthcare settings. These settings include health maintenance organizations (HMO's), physician group practice, hospitals, insurance companies, clinics, medical offices, and so much more. Clinical professionals provide direct healthcare services to patients while healthcare administrators manage employees, prepare and maintain budgets, procure resources and perform other administrative functions so that the clinical professionals can provide their services. Classes in healthcare organizations, healthcare law, ethics, human resource management, supervisory management, problem solving and decision-making, as well as information systems management, accounting and finance will provide you with the information needed to perform the above administrative functions. Communication skills, both written and oral, as well as math skills, play a big role in being a successful healthcare administrator. Our courses will provide ample opportunity for you to use these essential skills.

As a major in healthcare administration, you will want to be an active member in your professional organization as a Student Associate of the American College of Healthcare Executives (ACHE) and in the Healthcare Leadership Coalition (HLC). Other professional organizations such as the Medical Group Management Association (MGMA) and the Healthcare Financial Management Association (HFMA) also provide opportunities for student participation. Additional networking opportunities include the Annual ACHE Congress in the spring, the Texas Hospital Association Annual Leadership Conference in the fall, and our Annual HA Conference and Recognition Dinner in fall. This is an excellent opportunity for students to network with industry leaders and HA alumni.

In addition to our AUPHA (Association of University Programs in Health Administration) certified undergraduate healthcare administration program, the School of Health Administration also offers the master's degree in healthcare administration (MHA), a program accredited by the Commission on Accreditation of Healthcare Management Education (CAHME).

Check out our web site at www.health.txstate.edu/ha for more information on our BHA and MHA program. For information on careers in healthcare administration, go the AUPHA website, www.healthmanagementcareers.org, and click on resources for students.

Contact Julie Carroll, Administrative Assistant, for questions regarding curriculum and course sequence information and with any other questions pertaining to the healthcare administration program, call (512) 245-3556 or email jc05@txstate.edu.

ADVISING - Dr. Eileen Morrison, Director of BHA Program, is available during office hours and by appointment to answer questions regarding healthcare administration as a career choice and major, call 512.245.3515 or email em34@txstate.edu.

ADMISSION – Effective Fall 2009

All students seeking admission to the BHA Program spring 2010 and later must:

- complete all prerequisites (general education classes and other required courses),
- have a minimum Texas State GPA of **2.75**.
- have a “C” in MATH 1315
- have a passing score (70% or higher) on the GSP (grammar, spelling, punctuation) exam – contact the testing center at: <http://www.txstate.edu/trec/>
- submit the BHA application and statement of purpose

NOTE: All students are required to complete internship or residency for the BHA. Many facilities require a background check so if there is any reason you will not be able to be placed for internship or a residency, you need to see the Director of BHA to discuss other degree options.

REPEAT POLICY - All HA students must maintain a minimum major (HA) GPA of 2.25 with no grade below a “C.” Students are allowed to repeat **each HA** course (including HA 4141) once, and only once, in order to improve their major (HA) GPA or their grade in a particular course. **A student having repeated a course and still not achieving a minimum grade of “C,” will not be allowed to continue as a healthcare administration major**, therefore, students needing to repeat courses are encouraged to seek assistance from the instructor or a chair-appointed mentor.

HA 4141 - COMPREHENSIVE EXAM – (NOT OFFERED IN SUMMER)

All healthcare administration majors are required to pass an HA comprehensive exam during the final semester of coursework. You will take the comprehensive at the completion of HA 4141. Questions for the comprehensive exam will be taken from all the healthcare administration (HA) courses so students are encouraged to save all course material (textbooks, syllabi, class notes, etc.) to use in preparing for the exam. **HA 4141 is not offered in summer. Keep in mind the HA Repeat Policy when taking HA 4141.**

SCHEDULING - When scheduling classes, pay close attention to the sequence/prerequisite sheet and the School course schedule. There are certain courses that are only offered in the fall and spring semesters. This information will be important in planning for internship and graduation.

INTERNSHIP/RESIDENCY – Deadlines, application, health form, and other information pertaining to internship or residency are posted on the School’s website at <http://www.health.txstate.edu/ha/resources/internship.html>.

All general education, other required courses, and the junior year HA courses must be completed prior to enrolling in HA 4440 or 4441 (Internship). The internship courses should be taken your final two semesters at Texas State. In addition, you must have a minimum grade of “C” in all major (HA) courses and a major (HA) GPA of 2.25. **You are eligible to apply for internship during the last semester of your junior year (HA) courses.**

Students have the option of enrolling in a residency (HA 4848) provided that **all** coursework for the BHA will be completed prior to the residency semester. The residency will require approximately 40 hours per week. The above minimum grade and GPA requirement must be met prior to enrolling in residency (HA 4848). **This option (HA 4848) is not available during the Summer Semester.**

If you have any questions regarding this information, please call Julie, Administrative Assistant, at 245-3556 or email jc05@txstate.edu.

SCHOOL OF HEALTH ADMINISTRATION
Bachelor of Healthcare Administration (BHA) - (512) 245-3556
DEGREE PLAN –2009Catalog

FRESHMAN YEAR

First Semester	Hrs	Core#	Second Semester	Hrs	Core#
ENG 1310	3	010	ENG 1320	3	010
HIST 1310	3	060	HIST 1320	3	060
Math 1315	3	020	COMM 1310	3	011
*NATURAL SCIENCE	3-4	030/031	*Natural Science	4	031
*PFW	1	090	PFW	1	090
US 1100	1	090		-----	
	-----			14	
	14-15				

FRESHMAN/SOPHOMORE YEAR

Third Semester	Hrs	Core#	Fourth Semester	Hrs	Core#
*Social Science	3	080	*LITERARY PERSPECTIVE	3	040
PHIL 1305 or 1320	3	041	POSI 2310	3	070
CIS 1323 or CS 1308	3		ECO 2301 or 2314	3	
*FINE ARTS 2313	3	050	HP 3302, SOCI 3307, or equivalent	3	
	----			----	
	12			12	

SOPHOMORE YEAR

Fifth Semester	Hrs	Core#
POSI 2320	3	070
HA 3308 Hlthcare Org	3	
#Electives	8	

	14	

JUNIOR YEAR - First Semester

HA 3309	Ethics in the Hlth Professions	3	_____
HA 3324	Supervisory Management for Healthcare Managers	3	_____
HA 3315	Healthcare History, Culture, and Language	3	_____
HA 3375	Principles of Accounting for Healthcare Managers (prereq. - ECO and STAT)	3	_____
		12	

JUNIOR YEAR - Second Semester

HA 3329	Human Resources in Healthcare Mgt	3	_____
HA 3341	Training and Professional Development in Healthcare	3	_____
HA 3340	Management of Health Information Systems	3	_____
HA 3376	Financial Management for Healthcare Managers (prereq. - HA 3375)	3	_____
		12	

SENIOR YEAR - First Semester

HA 3345	Employment Law in Healthcare Management (prereq. - 3329)	3	_____
HA 4304	Patient Care Mgt and Quality Improvement in Health Care	3	_____
HA 4305	Healthcare Services Marketing	3	_____
HA 4307	Essentials of Healthcare Law	3	_____
		12	

SENIOR YEAR - Second Semester

HA 4315	Health Services Problem Solving and Decision Making	3	_____
HA 4320	Healthcare Seminar	3	_____
HA 4325	Healthcare Strategic Management	3	_____
HA 4141	Healthcare Comprehensive Exam Review	1	_____
+HA 4440	Internship A	4	_____
		14	

SENIOR YEAR - Third Semester

+HA 4441	Internship B	4	_____
		4	

+HA 4848 Healthcare Administrative Residency may be taken in lieu of HA 4440 and 4441. All coursework must be completed prior to HA 4848.

*See Texas State catalog for General Education core courses: <http://www.txstate.edu/curriculumservices/catalogs/undergraduate/catalogs.html>

#Foreign Language Requirement - If you did not complete two years of the same foreign language in high school, you are required to take two semesters of the same foreign language.