

Health Care Administration

The health care administration major prepares students for professional administration positions in all areas of health care and health care services. Positions in health care facilities may include physicians' offices and practices, chiropractic clinics, hospital administration, rehabilitation and long-term care facilities. The demand for health care professionals and administrators is expected to grow for the foreseeable future. The coursework required for this major provides the students with a well-rounded background in business with a concentration in health services issues including regulation, law, compliance, informatics, and financial issues. Health care administration majors are required to complete an internship or practicum experience. Students interested in long term care licensure in the State of Iowa should inform their advisor to receive guidance on specific requirements.

See the Graduate section (<http://catalog.mtmercy.edu/graduateprograms/>) of this *Catalog* for more information on Graduate programs offered at Mount Mercy. Juniors and seniors *may* be eligible to take up to 13 graduate-level credits through the MMU Plus program.

Health Care Administration Major:

Required:

BA 203	Principles of Law	3
BC 202	Accounting: Information for Decisions ¹	4
BK 208	Principles Of Marketing	3
BN 204	Principles Of Management	3
HS 200	Organization of Health Care Services	3
HS 201	Quality Patient/Resident Care	3
HS 320	Health Care Law, Regulations and Compliance	3
HS 415	Health Care Informatics	3
HS 430	Financial Issues in Health Care Organizations	3
HS 450	Internship in Health Care	3
MA 135	Basic Statistics	3
NU 113	Medical Terminology	1

Choose One of the Following: 3-4.5

BI 123	Biology of Human Concern	
BI 125	Foundations of Biology & Scientific Inquiry I	
BI 150	Basic Microbiology	

Choose One of the Following: 3

EC 251	Macroeconomics Principles	
EC 252	Microeconomic Principles	

Choose Two of the Following: 6

HS 220	Health Literacy	
HS 300	Principles of Leadership for Health Care Navigation and Administration	
HS 399	Special Topics: Health Care	
PO 326	Politics and Public Policy	
PO 353	Politics and Economic Policy in the United States	
PS 259	Health Psychology: Health & Wellness Applied	
PS 349	Industrial/Organizational Psychology	
SO 240	Medical Sociology	
SO 342	Sociology of Mental Health & Illness	

SO 343	Global Health	
SO 344	Gender & Health	
SW 225	Aging In America	
SW 245	Basic Helping Skills	

Total Hours 47-48.5

¹ Or BC 265 Principles Of Accounting I and BC 266 Principles Of Accounting II - both courses are requirements for the Mt. Mercy MBA program

Academic Requirements

All Health Care Administration majors must achieve a minimum grade of C in all major HS (Health Services) courses and prerequisite courses. This applies to equivalent courses transferred from other institutions. Health Care Administration majors are required to maintain an overall GPA of 2.0.

The following is the typical sequence of courses required for the major*:

Freshman

Fall	Hours	Winter	Hours	Spring	Hours
Writing Competency		4 CO 101		3 Historical Roots	3
Expressive Arts: Fine Arts		3		Expressive Arts: Lit	3
PS 101 or SO 122		3		Ultimate Questions: Religion	3
MA 135		3		PS 101 or SO 122	3
				HS 201	3
	13		3		15

Sophomore

Fall	Hours	Winter	Hours	Spring	Hours
HS 200		3 BK 208		3 BA 203	3
BI 123 ¹		4		HS 320	3
SO 240		3		BN 204	3
NU 113		1		Ultimate Questions: Philosophy	3
Global Awareness Domain		3		Elective	3
	14		3		15

Junior

Fall	Hours	Winter	Hours	Spring	Hours
EC 251 or 252		3 HS 430		3 HS 415	3
BC 202 or 265 ²		4		BC 266 (or Elective) ²	3
HC Admin Restricted Elective		3		HC Admin Restricted Elective	3
HS 205 (or Elective) ³		3		BN 304 (or Elective) ⁴	3

		Elective	3		
	13	3			15
Senior					
Fall	Hours	Winter	Hours	Spring	Hours
HS 450	3	Elective	3	BA 435	3
HS 300 (or Elective) ³	3			ME 450	1
HS 309 (or Elective) ³	3			HC Navigation Restricted Elective (or Elective) ⁴	3
HC Navigation Restricted Elective (or Elective) ⁴	3			Elective	3
Elective	3			Elective	3
	15	3			13

Total Hours: 125

Note: Elective courses could be used to take additional Healthcare Administration courses, for a second major or a minor, additional internship credits or a study abroad experience.

- ¹ Students may also complete BI 125+Lab or BI 150 (nursing majors only) instead.
- ² Students interested in pursuing an MBA in the future should replace BC 202 with BC 265 AND BC 266.
- ³ Students interested in adding a dual Health Care Navigation major or minor are required to complete these additional classes.
- ⁴ Students interested in adding a dual Health Care Navigation major are required to complete these additional classes.

***Disclaimer**

The course offerings, requirements, and policies of Mount Mercy University are under continual examination and revision. This *Catalog* presents the offerings, requirements, and policies in effect at the time of publication and in no way guarantees that the offerings, requirements, and policies will not change. This plan of study represents a typical sequence of courses required for this major. It may not be applicable to every student. Students should contact a department faculty member to be sure of appropriate course sequence.

Courses**HS 200 Organization of Health Care Services: 3 semester hours**

This course relates organizational principles to the operation of health care facilities, including personnel management, communication structures, and governance with emphasis on leadership and motivation. Prerequisite: sophomore standing or permission of instructor.

HS 201 Quality Patient/Resident Care: 3 semester hours

This course relates physical, psychological and sociological needs of residents/patients to services provided by health care facilities and the role of leadership.

HS 205 Essentials and Practice in Health Care Navigation: 3 semester hours

This course explores the current topics and issues in health care navigation. Study will include health literacy, population health, health insurance, as well as current health care delivery models and trending non-clinical careers in health care. Prerequisite: HS 200.

HS 210 Introduction to Public Health: 3 semester hours

Public health affects every person and influences quality of life for every community both locally and globally. This introductory course in Public Health engages the student in exploring population health through the social, cultural, environmental, biological, economic and behavioral lenses of the health of a society. Students will learn public health terminology and gain understanding of the differences between health care and public health, as well as study historical and contemporary public health issues and cases. Prerequisite: SO 122.

HS 215 Introduction to Epidemiology: 3 semester hours

This introductory course in epidemiology studies the incidence, distribution and control of diseases and health related factors relative to the health of the individual, community and global environments. Methods, principles, and applications of population based epidemiology will be explored. Prerequisite: Sophomore standing or permission of instructor.

HS 220 Health Literacy: 3 semester hours

This course is designed to elevate the abilities of health care professionals to teach individuals and communities about health care services, processes and systems. The student will learn to find, analyze and explain health care information to others using health literacy processes. In addition, the student will use essential communication skills to develop inter-professional relationships with providers and clients. Prerequisite: CO 101.

HS 300 Principles of Leadership for Health Care Navigation and Administration: 3 semester hours

Health Care management deals with processes while health care leadership is about influence. This course is designed to explore leadership concepts styles, skills, values, and practice that are essential to administrators and advocates as they become leaders in health care professions today. Prerequisite: HS 200.

HS 305 Spiritual and Cultural Perspectives in Health Care Management: 3 semester hours

This course relates the integral components of religion and culture in health care choices, treatments, and decision-making relative to the patient experience. Human resource management issues, health policy considerations, and inclusivity in organizational mission are areas of study in this course for students who will be in leadership roles in health care environments. Prerequisite: HS 200.

HS 309 Analysis and Application of Health Insurance: 3 semester hours

This course provides advanced study of health insurance principles and terminology as well as types of insurance such as Medicaid, Medicare, private insurance, Exchanges, and others. Students gain navigation skills as they explore coverage decisions, worker's compensation, filing claims, and advocative activities. Prerequisite: HS 200.

HS 320 Health Care Law, Regulations and Compliance: 3 semester hours

This course provides an overview of federal, state and other regulatory agencies' policies for health care facilities. Areas covered include: labor issues, liability, licensure requirements, environmental management, policy and procedure writing. Agencies covered will include: JCAHO, NCQA, Medicaid and Medicare. Prerequisites: HS 200.

HS 399 Special Topics: Health Care: 3 semester hours

This course includes an examination of major issues, selected topics or current trends in the study of health care. Course content and subtitle will vary. The course may be repeated with consent of the instructor. Prerequisite: Junior status or above.

HS 415 Health Care Informatics: 3 semester hours

In preparation for health care leadership in rapidly changing, complex health care delivery systems, students will examine clinical informatics models, electronic-based patient records, health information technology standards (HIT), health information exchange (HIE), clinical decision support systems, and evaluation of technology that influences health care delivery models, practices, and patient outcomes. HS 200 or permission of instructor.

HS 430 Financial Issues in Health Care Organizations: 3 semester hours

This course focuses on the unique financial issues and problems in a not-for-profit health care setting. Students will understand the impact of government in the financing of health care and health care facilities. General financial and economic principles will be viewed in light in this type of environment. Prerequisites: BC 265 and BC 266 or BC 202.

HS 441 Independent Study: Health Care: 1 semester hour

Independent Study in Health Care.

HS 442 Independent Study: Health Care: 2 semester hours

Independent Study in Health Care.

HS 443 Independent Study: Health Care: 3 semester hours

Independent Study in Health Care.

HS 450 Internship in Health Care: 3 semester hours

The internship will take place in various health care settings. Students will work directly with the professionals who are most knowledgeable about the specific interest area of the student. Students seeking to become licensed nursing home administrators may utilize HS 450 to accomplish the required internship/practicum credits set forth for Iowa Nursing Home Administrators by the Iowa Board of Professional Licensure. This course can be taken for a range of 1 - 6 semester hours. Prerequisite: Completion of HS 200 and at least two additional 3 credit HS (Health Services) courses. Student must achieve a minimum C grade in each HS (Health Services) course.