

Bachelors of Health Services Administration majors must complete seven core courses:

HSA 4111: Health Delivery Systems	HSC 4640: Health Law
HSA 4110: Healthcare Organization and Administration	HSA 4700: Health Research Methods
HSA 4140: Planning in Healthcare Organizations	HSA 4817: Health Practicum
HSA 4170: Healthcare Financial Management	

In addition, BHSA majors are required to complete the following courses:

ISM 3011: Management Information Systems	ENC 3213: Writing for Management
ECP 4530: Health Economics	

**CONTENT KNOWLEDGE (Declarative Knowledge): Students will demonstrate knowledge of the history, the administrative vocabulary, and concepts common to the management of the health care industry, including:**

- recent history of the healthcare industry;
- current industry organization patterns;
- general payment mechanisms and financial shares of the major sectors;
- organizational behaviors; and,
- legal and ethical issues of healthcare.

In HSA 4111 students will be examined on the current organization of the healthcare industry, on the money flows and magnitudes, and on the general recent history. In HSA 4110 students will be examined on the basic theories of organizational behavior, and they will prepare case studies and give in class presentations about how those theories are put into practice in healthcare organizations. In HSC 4640 students will be examined on generally agreed upon ethical tenets of the industry and on the basic legal frameworks governing both the industry's structure and the provision of care.

**CONTENT KNOWLEDGE (Technical skills): Students will demonstrate proficiency in the use of computer software programs (word processing, presentation, spreadsheet, and databases) and their applications to business practices.**

In ISM 3011, students will take exams and complete assignments in which they will use spreadsheets and databases.

**COMMUNICATION (Written Communication, Team/Collaborative Communication): Students will produce traditional business documents (e.g., memos, letters, reports) that are clear, well-written, and follow standard conventions in style, punctuation, grammar, spelling, sentence structure, paragraph formation, and appropriate word choice. Students will demonstrate collaborative writing skills by serving as peer reviewers for each others' work and by working with other students to write a business proposal.**

In ENC 3213, students will produce drafts, revise, edit, and submit several types of documents related to business correspondence such as letters, memos, and reports. Students will serve as peer reviewers for each other's work and will collaborate with peers to write a proposal on a contemporary issue facing businesses.

**COMMUNICATION (Written Communication, Oral Communication) and CRITICAL THINKING (Analytical Skills): Students will complete an internship in which they will conduct a project for the internship organization. Students will write papers and deliver oral presentations in which they will analyze the internship organization and the industry in which the organization operates with reference to health care and management issues.**

In HSA 4817 students complete term projects, in-class presentations, and a major paper in which they analyze their experiences as part-time interns during the semester and compare those experiences to the principles learned in their organizational behavior, industrial organization and strategic planning courses in the BHSA core.