



SCHOOL OF HEALTH AND HUMAN SERVICES

# BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

## Develop Skills for Healthcare Management

Prepare for entry-level career opportunities in healthcare administration and management and supervisory roles within the healthcare system by earning a Bachelor of Science in Healthcare Administration (BSHA) from National University. In this program, you'll learn both conceptual and analytical skills needed to manage contemporary healthcare organizations. Whether you pursue a career in the public or private sector at a local, state, or federal level, you will be well equipped for the challenges presented in the modern healthcare organization. You will develop relevant problem-solving skills and learn how to keep staff performing at their best by applying the principles of accounting, law, financial analysis, human resources management, operations analysis management, information systems analysis, strategic planning, and marketing.

Graduates will enhance their opportunities for professional advancement through carefully planned internships and a capstone experience.

Online and On-campus Programs  
 Monthly Starts and Accelerated Classes  
 WSCUC Accredited

The BSHA program is an associate member institution of the Association of University Programs in Health Administration (AUPHA).

### Program highlights:

- Entire program can be completed online
- Understand the factors that affect the policies, management, and operation of healthcare organizations
- Learn how to analyze healthcare data and information for effective decision making
- Appreciate the various roles and perspectives within a healthcare organization, from practitioners to staff, to supervisors and managers
- Understand the legal and ethical principles and responsibilities of healthcare organizations to individual patients and communities
- Study strategic and marketing priorities of healthcare organizations in relationship to the needs and values of a community

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**NATIONAL  
 UNIVERSITY**

## MAJOR IN HEALTHCARE ADMINISTRATION

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The Bachelor of Science in Healthcare Administration (BSHCA) is an undergraduate professional degree designed to prepare students for entry-level administrative/management positions in healthcare organizations. Ideal candidates for the BSHCA program are those students looking for career entry in administration and supervisory roles in the healthcare system. Graduates will enhance their opportunities for professional growth and job placement through carefully planned internships.

Healthcare administration involves the organization, financing and delivery of services to prevent and treat illness and disease, including programs that serve the public and private sectors at all levels local, state and federal. The BSHCA program emphasizes the conceptual and analytical skills required to manage in contemporary healthcare organizations. The program features opportunities in project management, teamwork and leadership.

### Background Checks

Agencies used by the School of Health and Human Services may require criminal background and/or drug screening prior to acceptance of a student into an internship or practicum. Students who do not pass the background check and/or drug test may be unable to attend the internship or practicum course and, therefore, may be unable to complete the program of study. Any fee or cost associated with background checks and/or drug testing is the responsibility of the student.

### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Differentiate the roles and perspectives of clinical practitioners, nonclinical staff, supervisors, and managers within healthcare organizations.
- Describe the management, leadership and healthcare theories and components of the health care delivery system in the United States.
- Evaluate the impact of factors that affect the policies, management and operation of healthcare organizations.
- Analyze quantitative and qualitative healthcare data and information for effective decision-making.
- Explain the legal and ethical principles and responsibilities of healthcare organizations to individual patient and community healthcare needs.
- Solve problems and improve performance in healthcare organizations using principles of accounting, law, financial analysis, human resources management, operations analysis, management information systems analysis, strategic planning, and marketing.
- Explain strategic and marketing priorities of healthcare organizations in relationship to the needs and values of a community.
- Describe the determinants and measurements of health and disease in the population and the responsibilities of healthcare organizations to individual consumers and the community.
- Demonstrate principles of collaborative leadership and team building strategies.

### Degree Requirements

To receive a Bachelor of Science degree in Healthcare Administration, students must complete at least 180 quarter units as articulated below, 45 of which must be completed in residence at National University, 76.5 of which must be completed at the upper-division level, and a minimum 70.5 units of the University General Education requirements. In the absence of transfer credit, additional general electives may be necessary to satisfy total units for the degree. The following courses are specific degree requirements. Refer to the section on undergraduate admission requirements for specific information regarding admission and evaluation. All students receiving an undergraduate degree in Nevada are required by state law to complete a course in Nevada Constitution.

### Preparation for the Major

(13 courses; 58.5 quarter units)

COH 100\* Personal Health  
COH 150 Healthcare Terminology  
ACC 201 Financial Accounting Funds.  
ACC 202 Managerial Accounting Funds.  
*Prerequisite: ACC 201*  
PSY 100\* Introduction to Psychology

### OR

SOC 100\* Principles of Sociology  
*Prerequisite: ENG 100 and ENG 101*  
BST 322\* Intro to Biomedical Statistics

COH 310 Culture and Health  
*Prerequisite: ILR 260*  
COH 315 Introduction to Epidemiology  
*Prerequisite: BST 322 and ILR 260*  
COH 320 Chronic & Communicable Disease  
*Prerequisite: ILR 260*  
COH 321 Health Behavior  
*Prerequisite: ILR 260*  
ECO 203 \* Principles of Microeconomics  
ECO 204 \* Principles of Macroeconomics  
SOC 350 \* Cultural Diversity  
*Prerequisite: ENG 100 and ENG 101*

\* May be used to meet a General Education requirement.

### Requirements for the Major

(15 courses; 67.5 quarter units)

HCA 400 Foundations of HC Leadership  
*Recommended Preparation: Completion of all coursework in preparation for the major*  
HSC 300 Legal/Ethical Issues & Hlth. Pr.  
HSC 310 Issues & Trends in Healthcare  
HTM 310 Health Informatics  
HCA 401 Intro to HA HR Management  
*Recommended: Prior completion of: all coursework in preparation for the major*  
HCA 402 Intro to HA QA Management  
*Prerequisite: Completion of all coursework in preparation for the major.*  
HSC 430 Case and Outcomes Management  
HCA 403 Intro to Health Economics  
*Recommended: Prior completion of all coursework in preparation for the major.*  
HCA 405 Basic HA Budgeting & Finance  
*Recommended: Prior completion of all coursework in preparation for the major.*  
HCA 407 Intro to HC Planning and Eval  
*Recommended Preparation: completion of all courses in preparation for the major, prior completion of: HSC 410, HCA 402, HCA 403 and HCA 405*  
HCA 409 Intro to HC Marketing  
*Recommended Preparation: Completion of all courses in preparation for the major, prior completion of: HCA 407*  
ODV 420 Intro to Organizational Behavi.  
HCA 425 Healthcare Politics & Policy  
*Recommended: Prior completion of all coursework in preparation for the major.*  
HCA 450 Global Health Systems  
*Recommended: Prior completion of all coursework in preparation for the major.*  
HCA 494A Healthcare Internship  
*Prerequisite: HSC 300, HSC 310, HTM 310, HCA 400, HCA 401, HCA 402, HCA 403, HSC 430, HCA 405, HCA 407, HCA 409, HCA 425, HCA 450 and ODV 420*  
**OR**  
HSC 440 Allied Health Capstone Project  
*Prerequisite: Completion of the major requirements.*  
**OR**  
COH 500 Global Health Experience

\* This internship course is only available to students who reside in California.