COLUMBIA SOUTHERN UNIVERSITY

Addendum – University Catalog 2013 | Edition I

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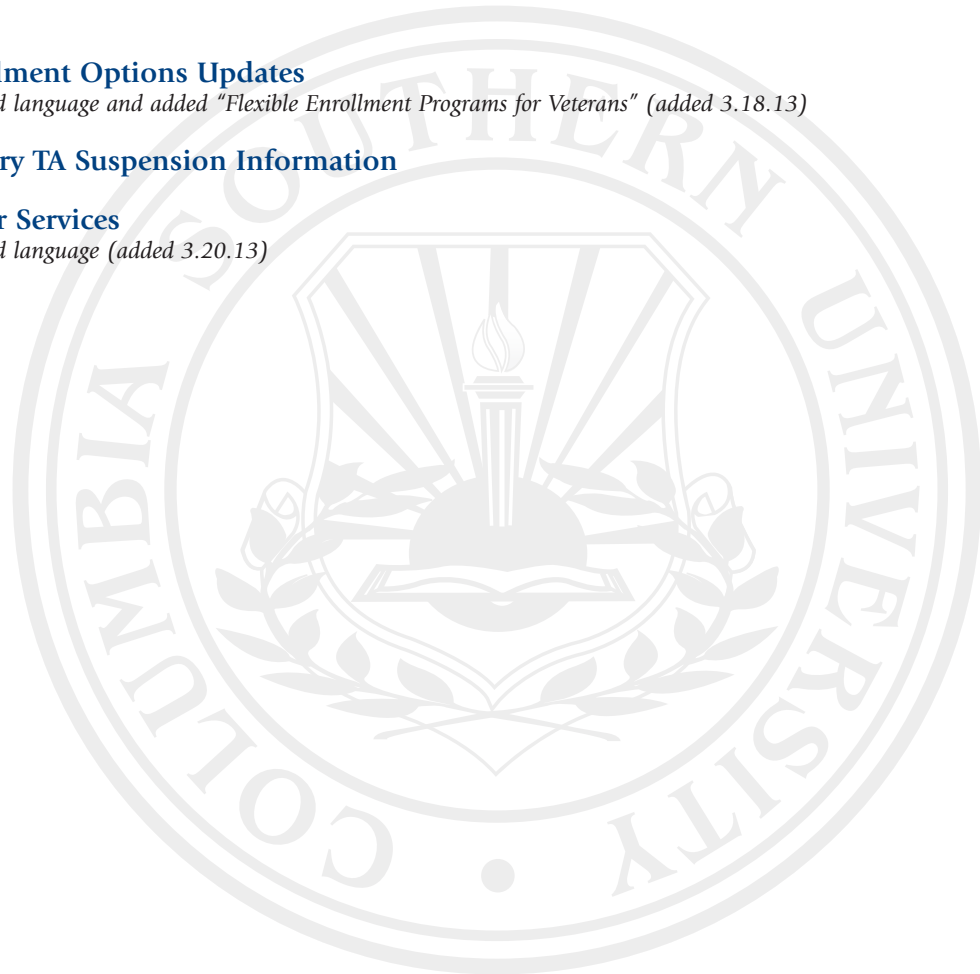
Bachelor of Science in Health Care Administration

Total Program Requirements   **120**
General Studies Requirements 36
General Studies Electives 24
Major Requirements...36
Major Electives...24

The Bachelor of Science (BS) in Health Care Administration provides students with a foundation of knowledge regarding the health care industry. The program prepares students to apply knowledge in a professionally, competent manner to advance in the field of health care as a leader or administrator. Emphasis is placed on building strong communication skills and organizational competence in managing and developing professional standards, procedures, and policies for various institutional health care activities. These leaders should be well organized and attentive to detail. The BS in Health Care Administration does not offer a clinical or infield experience component. Its purpose is to provide a broad educational background to those already working in the health care field.

1. Analyze and select strategic planning processes which are effective in health care organizations and business environments.
2. Develop strategies for a competitive advantage in working with health care markets and critical thinking in relation to current trends in the health care industry.
3. Demonstrate strategic leadership skills in managing special operations and emergencies in health care.
4. Explain the connection between bioethics and effective delivery of health care services.
5. Demonstrate how to plan for disasters and structural failures in a health care organizational setting.
6. Plan, design, and evaluate training programs and performance improvement programs in a medical organization.
7. Evaluate key factors affecting the financial aspects of providing health care in today's dynamic and competitive environment.
8. Investigate the need for and appropriateness of research methodologies in the health care environment.
9. Apply measures of income and expense, working capital, and investments in calculating facility performance, making business decisions and budgeting.
10. Discuss why the legal profession has such important connections to health care delivery.
11. Evaluate important relationships between business ethics and medical business operations.
12. Discuss and explain the importance of "work ethic" and discuss why professionalism is so important in health care.

General Studies Requirements   36

Course	Title	Credit Hours
Humanities and Fine Arts		*9*

Select a minimum of 3 courses from this area to include:
SLS 1000   Student Learning Success

Social and Behavioral Sciences		*9*

Select a minimum of 3 courses from this area to include:
BBA 2401   Macroeconomics

Natural Sciences		*3*

Select a minimum of 1 course from this area.

Mathematics		*3*

Select a minimum of 1 course from this area.

History		*6*

Select a minimum of 2 courses from this area.

English Composition		*6*

EH 1010   English Composition I
EH 1020   English Composition II **

General Studies Electives   24

To meet the required electives, students may select any 1000 or 2000 level course that has not already been taken to satisfy the General Studies or Core requirements.

Health Care Administration Requirements   36

Major Requirements—Group A   *30*
Select 10 courses listed below

Course	Title	Credit Hours
BBA 3201	Principles of Marketing	3
BHA 3002	Health Care Management	3
BHA 3501	Community Health	3
BHA 3801	Critical Issues in Health Care	3
BBA 2201	Principles of Accounting I	3
BHR 3352	Human Resource Management	3
BHA 4201	Health Care Law	3
BHA 4053	Financial Management in Health Care Organizations	3
BBA 3551	Information Systems Management	3
HCA 4320	Development and Strategic Planning in Health Care	3

**Each of these courses requires a prerequisite. Please review the course descriptions and objectives for each course at www.columbiasouthern.edu/degree to determine the prerequisite requirement.

Major Requirements—Group B　　　　　　6
Select 2 Courses from the list below or any 3000-4000 level business or BOS course, or approved transfer course credit within major.

BHA 3202	Standards for Health Care Staff	3
BHA 3401	Health Unit Coordination	3
BHA 4001	Budgeting in Health Care	3
BBA 3651	Leadership	3
BHA 4101	Quantitative Methods for Health Care	3

Health Care Administration Electives and Concentrations　　24

Professional Electives　　　　　　12-24
Students may select any courses that have not already been taken to satisfy General Studies, Major Requirements, or concentration in Emergency Medical Services Management.

Bachelor of Science in Health Care Administration Concentration in Emergency Medical Services (EMS) Management Courses　　　12

The Bachelor of Science (BS) in Health Care Administration, Concentration in Emergency Medical Services (EMS) Management provides students with a foundation of knowledge regarding the health care industry. The EMS Concentration will prepare students for the growing field of Emergency Medical Services through academics, research, and leadership. It is designed for EMTs, Firefighters, First Responders, or any other emergency personnel that wishes to expand their knowledge and skills related to the field of Emergency Medical Services. Graduates of this program will be able to pursue professions aligned to health care serving leadership roles as initial supervisors, mid-level managers and administrators. The curricula and coursework is clearly defined and challenging; focusing on principles of management, emergency response operations, and the planning and preparedness of emergency situations. Courses in this program encompass emergency management and preparedness, public health, public safety, injury prevention, special operations, disaster planning, disaster mitigation, hazard management, terrorism, structural failures, information systems, and legal issues.

Select 4 courses listed below

Course	Title	Credit Hours
EMS 3301	Emergency Medical Services Management	3
EMS 4301	Special Operations	3
EMS 4302	Disaster Response and Recovery Management	3
EMS 4303	Emergency Management in Terrorism	3

Enrollment Options

An application for admission is required for all students; in addition, all applicable admission requirements apply.

Term Enrollment Programs

CSU Term Enrollment Program courses are 8 weeks in length and have set start and end dates coinciding with the Academic Term Calendar. This enrollment option provides a more structured framework that facilitates on-time course completion while allowing the student flexibility throughout the week for assignment completion. Weekly, substantive interaction is required through submission of discussion board postings and other assignment types. Each week begins on Wednesday and ends on Tuesday. Discussion board assignments are due on Saturday and Tuesday. All other weekly assignments are due by Tuesday each week. All assignments are due by midnight Central Standard Time (CST) on the respective day. A term begins almost every month of the year allowing students to begin courses at a time that is convenient to them. The full academic term calendar and term course schedule can be viewed on the CSU website. Students utilizing Title IV Federal Student Aid are required to enroll in Term Enrollment Programs. All of the online programs offered at CSU are available in the Term Enrollment Programs option; with the exception of the Associates of Arts in General Studies.

Flexible Enrollment Programs for Veterans

CSU Flexible Enrollment Program courses for Veterans are 8 weeks in length and have set start and end dates coinciding with the Academic Term Calendar. A term begins almost every month of the year, allowing students to begin courses at a time that is convenient for them. This enrollment option was designed for students using Montgomery GI Bill or Post 911 GI Bill benefits and provides a flexible structure for course completion.

Between the scheduled start and end date, students can progress through coursework at their own pace. A suggested course schedule is provided, upon enrollment, as a guide for course completion. Attendance verification is required by week 4 of all enrolled courses to maintain enrollment in Flexible Enrollment Programs for Veteran courses. All of the online programs offered at CSU are available in the Flexible Enrollment Programs for Veterans option.

Per-Course Enrollment Programs

CSU Per-Course Enrollment Program courses are 10 weeks in length and are designed with student flexibility in mind. Coursework is completed through an independent study model that allows students the flexibility to create study-time around other life commitments. This enrollment option offers added flexibility beyond what typical online programs offer. Per-Course Enrollment Programs have no semester start dates; therefore, students can begin courses at a time convenient to them. Students can progress through course assignments at a comfortable pace by creating a schedule for on-time course completion.

Non-Federal Student Aid Programs

Non-Federal Student Aid programs include all Certificate programs and the Associate of Arts in General Studies. Due to accreditation and/or U.S. Department of Education program eligibility regulations, the specified programs are not eligible for Federal Student Aid (Title IV). Students enrolled in these programs may choose to take the programs as a Per-Course Enrollment Program or a Flexible Enrollment Program for Veterans.

Military TA Suspension *(Added 3.18.13)*

We recognize that the sequester has resulted in the suspension of Tuition Assistance for all branches of the U.S. military, with the exception of the Navy.

CSU staff is available to assist military students with additional enrollment options. Detailed information is available in the myCSU Student Portal.

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Career Services *(Updated 3.20.13)*

Career Services assists students and alumni in job search strategies, interview preparation and constructing professional correspondence such as resumes, cover letters, and thank-you letters. We also review resumes, cover letters and offer tips on social networking. Please note: Career Services is not a resume writing service and does not offer job placement assistance.