

# HEALTHCARE ADMINISTRATION

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Typically, a bachelor's degree is essential for those in the healthcare industry. The Bachelor of Arts Degree Completion program is posed to allow adults who have some college education but no degree to return to school as a Healthcare Administration major to gain the necessary knowledge, skills, and abilities to fill the gaps in the healthcare employment sector.

The mission of the Healthcare Administration major is to develop healthcare professionals that have the foundational knowledge of understanding healthcare from the 4P perspective: patient, provider, payer, and population. Like all University College programs, the Healthcare Administration major will emphasize a broad understanding of context and focused development of skills through practical courses taught by professionals currently working in the field.

This degree prepares students to:

- Use independent and collective inquiry when creating health industry projects and papers as well as when participating in practicums or internships.
- Evaluate theories and approaches to practices and systems to solve complex problems in the health industry.
- Frame problems and controversies in the health industry through an ethical lens to construct coherent arguments in writing and oral presentations.
- Analyze quantitative and qualitative information to develop reasoned conclusions and create solutions in the health industry.

## Healthcare Administration Bachelor of Arts Major Requirements

(180 credits required for the degree) (<http://bulletin.du.edu/undergraduate/undergraduateprograms/universitycollegeofartscompletionprogram/degreeanddegreerequirements/bachelorofartsba/>)

Code	Title	Credits
Major Courses (44 credits)		
HC 3000	Healthcare Systems	4
HC 3050	Healthcare Policy	4
HC 3100	Economics of Healthcare	4
HC 3150	Healthcare in the Digital Age	4
HC 3250	Healthcare Administration	4
HC 3300	Quality Management in Healthcare	4
HC 3950	Experiential Learning in Healthcare Administration	4
HC 3980	Healthcare Internship	4
BACP 3400	Civic Engagement	4
LOS 3050	Financial Management	4
LOS 3300	Project Management	4
<b>Total Credits</b>		<b>44</b>

## MASTER OF SCIENCE IN HEALTHCARE MANAGEMENT AND BACHELOR OF ARTS IN healthcare administration (BACHELOR OF ARTS COMPLETION PROGRAM)

Undergraduate-level credits required with the dual degree: 172

Undergraduate credit reduction with dual degree: 8 credits from the original 180 required for the undergraduate degree

Graduate-level credits required with dual degree: 48

Graduate credit reduction: 0

Minimum number of credits required with dual degree: 220

All students pursuing the dual BA in Healthcare Administration (BA Completion Program)/MS in Healthcare Management are required to complete all degree requirements for both the BA and MS degrees.

Master of Science in Healthcare Management

[Admission Requirements \(http://bulletin.du.edu/graduate/schoolscollegesanddivisions/universitycollege/healthcareleadership/#admissionrequirementstext\)](http://bulletin.du.edu/graduate/schoolscollegesanddivisions/universitycollege/healthcareleadership/#admissionrequirementstext)

[Degree Requirements \(http://bulletin.du.edu/graduate/schoolscollegesanddivisions/universitycollege/healthcareleadership/#programofstudytext\)](http://bulletin.du.edu/graduate/schoolscollegesanddivisions/universitycollege/healthcareleadership/#programofstudytext)

Bachelor of Arts in Leadership and Organization Studies (Bachelor of Arts Completion Program)

[Degree Requirements \(http://bulletin.du.edu/undergraduate/majorsminorscoursedescriptions/universitycollege/leadershipandorganizationstudies/#programofstudytext\)](http://bulletin.du.edu/undergraduate/majorsminorscoursedescriptions/universitycollege/leadershipandorganizationstudies/#programofstudytext)

**BACP 2050 Writing Workshop (4 Credits)**

Course Description: The Writing Workshop re-introduces students to skills essential for successful university study as well as workplace writing. This is not just an "academic" subject. It is also important to career development and confidence in the workplace. This course focuses on knowledge and skills of expression that bring university study and workplace experience closer together. It deals with close reading, identifying and assessing arguments in texts and other media, approaches to note-taking, and the effective annotation of potential sources; quoting sources accurately and ethically while integrating the quoted material into one's own writing; creating accurate and ethical summaries and paraphrases; demonstrating a university-level grasp of grammar, mechanics, and style; and giving clear, actionable feedback to fellow student writers with the aim of helping them improve their work.

**BACP 2075 Data Concepts and Structures (4 Credits)**

This course will cover the basics of data to include data concepts, terminology, and literacy. Students will learn what typical data sets are, how data relationships work, and where data is stored. These concepts will be the basis for data analysis using commonly available tools and techniques.

**BACP 3350 Directed Research (4 Credits)**

Directed Research introduces students to academic research with focus on developing substantive academic arguments. In this course, students select a topic from their majors to research and produce an argumentative research paper. This course focuses on several aspects of the academic writing and research process. Students will apply critical thinking, identification, assessment, and application of arguments in academic work. They will practice developing claims, annotating sources, and integrating effective and accurate sources into one's own writing. This course also emphasizes appropriate use of collegiate-level grammar, mechanics, and style, and correct use of Turabian Author-Date style citations and University College format requirements.

**BACP 3400 Civic Engagement (4 Credits)**

Because education has social as well as personal benefits, it carries with it opportunities and obligations for civic engagement. Most people have some desire to be of help to others, but knowing how to help without interfering or being condescending often requires cultivated sensitivity. The Civic Engagement project provides students with an opportunity to identify a community need, learn how that need is or is not being addressed, and get engaged in a particular set of service activities for an agreed upon duration of time. Students may receive help with finding appropriate settings through DU's Center for Community Engagement and Service Learning. Online students receive help in how to identify service learning opportunities in their local communities or through their employers. Students are expected to keep and submit a reflective log on the nature of their activity and the learning they have derived from it.

**BACP 3450 Integrative Project Design (4 Credits)**

Through this course, students create a project design for their integrative project which is conducted and completed in BACP 3500. This course, along with BACP 3500, emphasizes B.A. Completion Program learning objectives: creativity, critical thinking, knowledge utilization, decision-making, empowerment, and effective communication. Students design a research-based project, which, when the project is completed, illuminates the problem and argues for a set of activities addressing the issues and proposing a possible solution. In doing so, students draw on theories, concepts, and knowledge from several different courses in their major. Students complete the design document for the Integrative Project Report including the identification and definition of the problem, purpose of their project, setting/context for the project, an extensive literature review outline, preliminary methods of investigation, and a timeline for completion. Students leave the course prepared to begin the Integrative Project.

**BACP 3500 Integrative Project (4 Credits)**

Students in all majors design, complete, and submit an integrative project. The project comprises implementation of the project design developed in BACP 3450. The integrative project requires: clear problem definition; gathering high-quality relevant evidence; analyzing and evaluating evidence, data, and information; developing findings (e.g., conclusions, recommendations, decisions, results, observations, inferences, solutions, etc.); and crafting arguments to explain how and why these findings were reached, and why the findings are valid. The project focuses on utilizing background knowledge or skills developed throughout the BACP, integration of evidence, applying critical thinking skills, and presenting a coherent and persuasive culminating academic paper. The emphasis is on combining several concepts, types of knowledge, and skills learned through the B.A. Completion Program to address a specific challenge. Through this project students learn how multiple perspectives can be integrated to create useful solutions to defined problems.

**BACP 3980 Internship (0-4 Credits)**

The Bachelor of Arts Degree Completion Program Internship is designed to offer students a purposeful experience in a practical, industry-related setting. The internship is an individualized learning experience. A training plan is created for each student in conjunction with the internship site supervisor to provide experiences related to the skills and knowledge covered in the certificate and master's programs as well as professional goals. Students are responsible for finding their own internship site and proposing their internship ideas. University College will send notification to all COMM students if they hear of internship possibilities. Students may also work with the DU career center, to explore opportunities for internship experiences. To be eligible for an internship, completion of a minimum of 28 hours of coursework is required OR Academic Director approval for students with previous experience in the field.

**BACP 3991 Independent Study (1-4 Credits)**

Student completes special learning project on a topic which is not covered by an existing course. This project is completed under faculty supervision. Topic and assignments must be approved by supervising instructor and Bachelor of Arts Completion Program director.