

# 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 College of Professional Studies 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/professionalstudiesofartscompletionprogram/degreeanddegreerequirements/bachelorofartsba/>))

Code	Title	Credits
<b>Major Courses (44 credits)</b>		
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>

### BACP 2050 Writing Workshop (4 Credits)

The Writing Workshop focuses on developing essential writing skills that boost confidence and improve performance in university coursework and the workplace. This course is designed to enhance students' research and writing abilities, providing them with the tools and knowledge to effectively communicate ideas in a variety of contexts. Through a combination of practical exercises, collaborative work, and critical analysis, students will develop proficiency in writing clearly. They will learn to employ conventions of structure, style, voice, grammar, and mechanics to produce writing tailored for specific purposes and audiences. Additionally, they will learn how to apply a style guide successfully.

### 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 College of Professional Studies format requirements.

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

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. Education has social and personal benefits and carries opportunities and obligations for civic engagement. As a result, students in the course participate in a Civic Engagement project, which gives students the opportunity to identify a community need, learn how that need is or is not being addressed, and engage in a particular set of service activities for an agreed upon duration of time. Students may receive help finding appropriate settings through DU's Center for Community Engagement and Service Learning. Online students receive help identifying 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. This course helps students learn to create real change as they engage as active citizens in their community.

**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 plan is created for each student in conjunction with the internship site supervisor to provide experiences related to the skills and knowledge covered in their programs and their professional goals. Students are responsible for finding their own internship site and proposing their internship ideas. To be eligible for an internship, completing a minimum of 28 hours of coursework is required OR Academic Director approval.

**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.