Health Administration Major

The program in Health Administration emphasizes the rapidly changing forms of health care delivery, health care reform, health care for the indigent and services to special populations, such as uninsured workers, the homeless and prisoners. Student writing, publication and opportunities for research are central to the program’s mission.

Admission Requirements
To qualify for admission to the program in Health Administration, students must have successfully completed 45 hours of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative grade point average of 2.5. In addition, the following courses must be completed with a minimum earned grade of C- (C required for transfer courses) in each:

- ENGL 121 - Composition II: Researching the Public Experience (Gen Ed Area I) (3 hrs)
- CTAC 124 - Foundations of Speech Communication (Gen Ed Area I) (3 hrs)

Prospective majors in Health Administration who do not have the minimum 2.5 cumulative grade point average may petition the program in writing, through the Program Director, to request probationary admission to the major. Such applications will be considered by the program’s faculty on a case-by-case basis and would be expected to include information explaining either disruption in the applicant’s higher education, personal experience and achievements that counterbalance the grade point average, or other issues of relevance to the request.

Graduation Requirements
To graduate from this program students will need to have an overall GPA of 2.5 in the HLAD courses. If students earn below a c- in any HLAD course they will need to repeat the course.

Clinical Affiliations
The Health Administration program is closely affiliated with the American Academy of Medical Administrators (AAMA) and the American College of Health Executives (ACHE). The Health Administration Student Organization is a student chapter of the American College of Health Care Executives. Internship opportunities are an essential component in the curriculum of the program. The following organizations are representative of those in which health administration majors acquire field experience:

- Alzheimer’s Disease and Related Disorders Association, Southfield, MI
- Arbor Hospice, Ann Arbor
- Chelsea Community Hospital, Chelsea, MI
- City of Detroit, Bureau of Substance Abuse Services, Detroit
- Detroit Osteopathic Hospital Corporation, Detroit
- Detroit Receiving Hospital, Detroit
- Garden City Osteopathic Hospital, Garden City, MI
- Gift of Life
- Health Alliance Plan of Michigan, Detroit
School of Health Sciences Information:

Interim School Director: Colleen Croxall  
School Contact: ccroxall@emich.edu  
Website: www.emich.edu/hs/

Health Administration Curriculum

The curriculum concentrates on the principles and processes utilized in the field of health administration and management. The program is designed to prepare those seeking a career in the administrative sector of the health care delivery system in any of its forms. It also is appropriate for those already working in the health care field in some other capacity but wishing to redirect their career toward the area of health administration. Practicing health administrators without previous formal education in the field also may find this program beneficial for career advancement.

All students must take a one-semester internship during their junior or senior year unless waived by the program director due to significant administrative experience. No outside minor is required. However, many students elect the Aging Studies Minor. Other minors that fit well with the Health Administration Major include the American Humanics Certificate in Nonprofit Management.

A degree completion track, Health Services Management, has been established for persons with clinical
associate degrees from accredited community colleges who have had five or more years of experience subsequent to that of degree completion. Associate degree trained nurses, respiratory therapists and others interested in the degree completion option in health services management should contact the program director. Successful completion of the degree completion track leads to the same degree as the regular program major.

An active articulation agreement exists between this program and several community colleges. To see a complete list of current colleges with program articulation agreements with EMU, please click here.

A B.S. in Health Administration articulation agreement has been established with the programs of radiography, nursing and dental assisting at Washtenaw Community College and a B.S. in Health Administration articulation agreement with health information technology at Schoolcraft College, which permit graduates of these two-year degree programs to complete their bachelor’s degree in two years, or the equivalent of four full-time semesters at Eastern Michigan University, culminating with a degree in Health Administration. Unlike the health services management track, which is a generic degree for completion for clinicians with a two-year clinical degree, these articulations provide selected transfer students with an efficient degree completion curriculum that fits into a traditional four-year undergraduate schedule. Graduates of the programs in radiography, nursing and dental assisting at Washtenaw Community College and health information technology at Schoolcraft College should contact the program director (program in health administration) or their community college academic advisor for complete details about these degree completion opportunities.

A Health Administration Minor is available to undergraduate students at Eastern Michigan University. The curriculum for the minor in Health Administration includes 20 to 22 hours. Students interested in the minor should contact the program in writing and meet with the program’s minor curriculum advisor.

**General Education Requirements:**

For specific requirements refer to the General Education Program.

**Additional Requirements: 13-16 hours**

- BIO 105 - Introductory Biology for Non-majors (Gen Ed Area IV) 4 hrs
- ECON 201 - Principles of Macroeconomics (Gen Ed Area IV) 3 hrs
- ECON 202 - Principles of Microeconomics (Gen Ed Area IV) 3 hrs

One course from the following:

- MATH 118 - Linear Models and Probability (Gen Ed Area II) 3 hrs
- SOCL 250 - Quantitative Applications in Sociology (Gen Ed Area II) 3 hrs

If student has taken MATH 118, choose one course from the following:

- DS 265 - Business Statistics 1 3 hrs
- ECON 310 - Economic Statistics 3 hrs
- PSY 205 - Quantitative Methods in Psychology 3 hrs
- SOCL 250 - Quantitative Applications in Sociology (Gen Ed Area II) 3 hrs
- MATH 170 - Elementary Statistics (Gen Ed Area II) 3 hrs

**Major Requirements: 54 hours**
Required Courses in Health Administration: 44 hours

- HLAD 305 - The U.S. Health Care System 3 hrs
- HLAD 307W - Communication Effectiveness in Health Administration (Gen Ed Area I, W) 3 hrs
- HLAD 308 - Ethical Dimensions in Health Care Delivery 3 hrs
- HLAD 310 - Administration of Health Care Organizations 3 hrs
- HLAD 311 - Management of Health Services 3 hrs
- HLAD 312 - Health Personnel Management and Development 3 hrs
- HLAD 315 - Research Methods and Data Analysis in Health Sciences 3 hrs
- HLAD 416 - Health Planning 3 hrs
- HLAD 418 - Principles of Healthcare Finance Management 3 hrs
- HLAD 419 - Legal and Regulatory Issues in Health Care 4 hrs
- HLAD 420 - Health Insurance and Reimbursement 3 hrs
- HLAD 425 - Decision Making for Health Administrators 3 hrs
- HLAD 480 - Internship Seminar in Health Administration 3 hrs
- HLAD 488 - Internship 6 hrs

Required Courses in Associated Health Profession: 1 hour

- AHPR 200 - Medical Terminology 1 hr

Required Courses in Business Administration and Liberal Arts: 6 hours

- ACC 240 - Principles of Financial Accounting 3 hrs
- ECON 436 - Health Economics 3 hrs

Restricted Elective Courses: 3 hours

Please pick one course from the following:

- HLAD 200 - Introduction to Epidemiology 3 hrs
- HLAD 250 - Introduction to Public Health 3 hrs
- HLAD 401 - Legal Issues in Health Care 3 hrs
- HLAD 476 - Introduction to Healthcare Informatics 3 hrs

Minor Requirements:

This major does not require a minor.

Program Total:

Students must earn a minimum total of 124 credits at the 100-level or above.
This is a degree completion track leading to the bachelor of science degree in health administration for persons holding an accredited associate’s degree in a recognized health services or clinical discipline and who have had five or more years of experience subsequent to that degree completion. Such disciplines include nursing, respiratory therapy or other specialized two-year programs of study.

For degree completion students in this curriculum, up to 22 credit hours may be awarded and credited toward the bachelor of science obligation of 124 credit hours on the basis of supervised clinical course work taken in the associate degree curriculum. These credits may be based on supervised clinical courses that have no exact equivalence at Eastern Michigan University. This is determined in consultation with the program director of the health administration program.

**General Education Requirements: 40 hours**

For specific requirements refer to the General Education Program.

**Major Requirements: 30 hours**

- Two hours of applicable transfer work from an associates degree.
- **AHPR 200 - Medical Terminology** 1 hr
- **HLAD 305 - The U.S. Health Care System** 3 hrs
- **HLAD 308 - Ethical Dimensions in Health Care Delivery** 3 hrs
- **HLAD 310 - Administration of Health Care Organizations** 3 hrs
- **HLAD 311 - Management of Health Services** 3 hrs
- **HLAD 315 - Research Methods and Data Analysis in Health Sciences** 3 hrs
- **HLAD 401 - Legal Issues in Health Care** 3 hrs
- **HLAD 420 - Health Insurance and Reimbursement** 3 hrs
- **HLAD 425 - Decision Making for Health Administrators** 3 hrs

**One course from the following:**

- **HLAD 416 - Health Planning** 3 hrs
- **HLAD 419 - Legal and Regulatory Issues in Health Care** 4 hrs

**Minor Requirements:**

This program requires a minor. Please contact your program advisor for a list of possible minors. A minor in management is required for non-business majors.

**Program Total:**

Students must earn a minimum total of 124 credits at the 100-level or above.

**Writing Intensive Course**

*Each student must choose a writing intensive course as part of major completion requirements. Consult your advisor for*
Critical Graduation Information:

The following are minimum requirements for all bachelor’s degrees awarded by Eastern Michigan University. Some majors and minors require more than the minimum in one or more of the areas below; students are urged to consult the online catalog for the requirements of their particular programs.

- Earn a minimum total of 124 credits at the 100-level and above. Courses with numbers below 100 will not be counted toward this degree requirement. At most 8 credit hours of physical education (PEGN) activity courses will be counted toward this requirement.

- Meet the requirements of the General Education program (see information below).

- Earn a minimum of 60 credits from a four-year college or university; courses taken at community colleges cannot be used to meet this requirement. (Some formal program-to-program articulation agreements modify this requirement. See specific agreements for details.)

- Earn a minimum of 30 credits from courses taken at EMU.

- Complete 10 of the last 30 hours for the degree from courses taken at EMU.

- Have a minimum of 30 unique credit hours in their major and 20 unique credit hours in their minor for a total of at least 50 unique credit hours between them. Some majors that require 50 or more hours themselves do not require a minor; students should check requirements of the selected major in the undergraduate catalog to see if a minor is required.

- Not more than 60 credit hours in one subject area (prefix) may be applied towards the minimum of 124 credit hours required for a bachelor’s degree.

- Earn the minimum number of credits in 300-level and above courses in each major and minor as specified below - these credits must be earned in distinct courses, that is, no course can be used to fulfill this requirement in more that one major or minor.
  
  - Earn a minimum of 6 credits in 300-level or higher courses at EMU in each minor.
  - Earn a minimum of 9 credits in 300-level or higher courses at EMU in each major that requires a minor.
  - Earn a minimum of 15 credits in 300-level of higher courses at EMU in each major that does not require a minor.

- Transfer credit will be awarded for courses taken at colleges and universities that are accredited by one of the recognized regional accrediting bodies only if the courses are college-level (equated to 100-level or above at EMU) and the student earned a “C” (or 2.0 on a 4 point scale) or better. Transfer credit may be awarded on a case-by-case basis for college-level courses in which a “C” (2.0) or better was earned at institutions outside the U.S. or at non-accredited U.S. institutions; the internal review of such courses is coordinated by the Office of Admissions, and additional documentation may be required.

- Earn a minimum cumulative GPA of 2.0 in courses taken at EMU in order to graduate. In addition, a minimum GPA of 2.0 must be earned in courses taken at EMU in each major and minor. (Note: some programs may require a higher GPA - check with your program advisor.)

General Education Requirements:

EMU’s General Education Program requires students to choose from a menu of approved courses in several different areas do not assume that other courses in the same department or with similar names will fulfill these
A detailed description of General Education requirements is available on the General Education section of the catalog: General Education

- For Students who began their undergraduate program at EMU in Fall 2007 or later or who have elected to follow the current (“new”) General Education Program, follow the “For Students” link under the Current Program heading.

- For Students who began their undergraduate program at EMU before Fall 2007 and who have elected to follow the Pre-2007 General Education Requirements, follow the “General Education Program Prior to Fall 2007 (pdf file)” link under the Program Prior to Fall 2007 heading. Please note that students who wish to graduate under pre-2007 General Education requirements must graduate by August 2014; those who have not completed all degree requirements by that time will need to satisfy the current (Fall 2007) General Education requirements.

Students who transferred to EMU may have modified general education requirements based on MACRAO or articulation agreements; consult your academic advisor for additional information.

University Information: Consult the online catalog at catalog.emich.edu.