



We Want Great Things For You

MASTER'S IN HEALTH SERVICES ADMINISTRATION

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THE MASTER OF HEALTH SERVICES ADMINISTRATION (MHSA) is designed to educate knowledgeable, multi-skilled current and future healthcare leaders. The program builds on the health-related preparation and work experience that students bring to the program and develops advanced competencies in management, research techniques and fiscal management. Two certificate programs offer foundational courses for students who would like to acquire healthcare knowledge and utilize their experience in healthcare administration.

Courses are offered in formats designed for the working person. The MHSA program and the certificate programs are accessible to working adults who cannot take time away from jobs and families for full-time study. Health care cases and content are fully integrated into each course and health care management texts are used along with Internet resources. The 47-credit master's degree can be completed in five semesters by attending weekend and evening classes. The certificate programs can be completed in one year depending on the student's admission date.

The Master of Health Services Administration program and the courses for the certificates are also available at the University Center at Macomb Community College in Clinton Township.

CERTIFICATE IN HEALTH SERVICES ADMIN. FOR POST-BACCALAUREATE STUDENTS (NON-BUSINESS STUDENTS)

The Health Services Administration graduate certificate prepares health care professionals in the business aspects of health care. Students who have completed a bachelor's degree may elect to complete this 5 course certificate in order to improve their ability to understand and manage

within the U.S. health care system. Course content is specific to the field of health care delivery. Students will learn management strategies, health policy, accounting and financial management and approaches to quality improvement

CERTIFICATE IN HEALTH SERVICES ADMINISTRATION MGMT. FOR POST-BACCALAUREATE BUSINESS STUDENTS

The Health Services Administration Management graduate certificate prepares current and potential health care professionals in the business aspects of health care. Students who have completed a Bachelors or Masters degree in business, are eligible to complete this 5 course certificate in order to improve their ability to understand and manage within the U.S. health care system. Course content is specific to the field of health care delivery. Students will learn the use of evidence based health care research in decision-making, health policy, and approaches to quality improvement. Their business training in management, accounting and financial management will be enhanced with electives such as Health Care Law, Information Systems for Health Services Administrators or Population Health.

ADMISSION REQUIREMENTS FOR THE MHSA DEGREE PROGRAM:

1. A baccalaureate or advanced degree from a regionally-accredited college or university, with a cumulative grade point average (GPA) of 3.0 or better (on a 4.0 scale).
2. Proof of certification, registration or other appropriate credential which may be required for practice in the applicant's health profession.
3. Three letters of recommendation from professional and academic acquaintances, including one from a direct supervisor.
4. Official transcripts of all colleges and universities attended.
5. A well-formulated career plan articulated in a brief essay.
6. A personal interview with the Health Services Administration Program Chair.

The Application Fee is waived when you apply online. There are also supplemental application materials. Please print and return the completed application to: UDM Admissions Office, 4001 W. McNichols Rd., Detroit, MI 48221.

CONDITIONAL ADMISSION may be granted to students whose GPA is less than 3.0. Students considered for conditional admission may be required to submit scores on the general aptitude portion of the Graduate Record Examination. Where conditional admission is recommended, the student is required to complete a list of courses specified by the program chair with a grade of B or better in each of the courses. These courses may not be repeated.

ADMISSION CRITERIA FOR CERTIFICATE PROGRAMS

- A Baccalaureate degree from an accredited university or college
- A minimum cumulative undergraduate GPA of 2.75
- Official transcripts of all colleges and universities attended
- One letter of professional recommendation from someone in a supervisory capacity
- An autobiographical statement of personal goals and objectives
- An interview with graduate faculty

Application to the program can be made to the HSA Certificate program online by visiting the UDM web site for MHTA and selecting apply.

ADMISSION FROM HEALTH SERVICES ADMINISTRATION CERTIFICATE PROGRAM TO MHTA MASTERS PROGRAM

Students who complete the Health Services Administration certificate program are eligible for admission to the MHTA master's program if they meet all admission criteria for the master's program. For entry into the master's program, candidates must have a baccalaureate degree from an accredited institution, a GPA of 3.00 or better, three letters of recommendation (one from a supervisor) and a personal essay. Applicants who meet the requirements will be interviewed by the Chair of the Health Services Department for final determination of eligibility. All degree requirements must be completed within seven years.

CURRICULUM DESCRIPTION FOR MHTA DEGREE

Courses are often scheduled during a term such that students attend two classes on one evening per week and

participate in a third class that is online. The 47-credit master's degree can be completed in five semesters by attending weekend and evening classes. The following list is an example of the course schedule, but is subject to change depending on students' needs and program modifications.

TERM 1 FALL

- HSA 5000** Theory & Practice of Health Services Management
- HSA 5010** Accounting Principles for Health Services Professionals
- HSA 5500** Information Systems for Health Services Administrators

TERM 2 WINTER

- HSA 5020** Financial Management of Health Services
- HLH 5700** Health Care Delivery & Policy Issues
- ETH 5520** Ethical Perspectives in Health Services Administration

TERM 3 SUMMER

- PYC 5030** Statistics (pre-requisite for HLH550/HSA570)
- HSA 5090** Human Resources in Health Care Organizations
- HSA 5150** Leadership in Health Care Organizations
- HSA 5860** Internship in Health Services Admin.

TERM 4 FALL

- HSA 5060** Health Economics
- HSA 5160** Marketing for Health Care Organizations
- HSA 5190** Strategic Planning for Health Care Organizations
- HSA 5500** Research Methods in Health Care

TERM 5 WINTER

- HSA 5050** Legal Aspects of Health Services Administration
- HSA 5780** Quality Improvement in Health Services
- HSA 5070** Population Health
- HSA 5940** Health Services Admin. Capstone

COURSE REQUIREMENTS FOR CERTIFICATE IN HEALTH SERVICES ADMINISTRATION FOR POST-BACCALAUREATE STUDENTS (OTHER THAN BUSINESS STUDENTS) (15 credits)

- HSA 5000** Theory and Practice of Health Services Management (3 credits)
- HSA 5010** Accounting Principles for Health Services Professionals (3 credits)



HSA 5020 Financial Management of Health Services
(3 credits)

HLH 5700 Health Care Delivery and Policy Issues
(3 credits)

HSA 5780 Quality Improvement in Health Care
Organizations (3 credits)

**CERTIFICATE IN HEALTH SERVICES ADMINISTRATION
MANAGEMENT FOR POST-BACCALAUREATE BUSINESS
STUDENTS (15 credits)**

HLH 5500 Research Methods in Health Care
(3 credits)

HLH 5700 Health Care Delivery and Policy Issues (3
credits)

HSA 5780 Quality Improvement in Health Care
Organizations (3 credits)

And choice of two electives:

HSA 5050 Legal Aspects of Health Services Administration
(3 credits) **or**

HSA 5070 Population Health (3 credits) **or**

HSA 5500 Information Systems for Health Services
Administrators (3 credits)

COURSE DESCRIPTIONS

**HSA 5000 Theory and Practice of Health Services
Management (3 credits)**

An operational approach to management, examining current theories and their application to problem solving and organizational development in health care settings. Includes board governance and medical staff relations. The Internet will be utilized for research and other online course work.

**HSA 5010 Accounting Principles for Health Services
Professionals (3 credits)**

Selected topics in financial accounting and financial management focusing on the interpretation of accounting information and what the accounting information means. The course provides a review of the basic accounting process, and techniques of financial management. The course will focus on developing these basic concepts and techniques through an applied approach. Emphasis will be placed on interpreting and analyzing financial statements, understanding costs and cost behavior, and financial planning. The Internet will be utilized for research and other online course work.

**HSA 5020 Financial Management of Health Services
(3 credits)**

Prerequisites: HSA 5010 Accounting Principles for Health Services Professionals

As part of the financial management competency component, this course will provide fundamental concepts and techniques of financial management of health organizations. The course will focus on developing these basic concepts and techniques through an applied approach. Class sessions will provide an overview of financial management concepts. Study questions, problems and case studies for each topic will be used to highlight important aspects. Emphasis will be placed on analyzing and interpreting financial statements, short term budgeting, cost behavior, capital budgeting and long-term financial planning techniques. The Internet will be utilized for research and other online course work.

**HSA 5050 Legal Aspects of Health Services
Administration (3 credits)**

A study of the role that state and federal laws play in shaping the health care delivery system. Included is the identification of how legal requirements affect the delivery of health , such as DNR orders, substituted consent, antitrust violations along with the research compliance issues, civil and criminal liability for torts, fraud and civil violation in the delivery of health care. The Internet will be utilized for research and other online course work.

HSA 5060 Health Economic (3 credits)

Fundamental concepts of economics applied to health care delivery: demand, supply, production, cost, resource allocation, and market applications to the health care sector. Health economic impact on the current reimbursement climate and on all stakeholders in the health care system. The Internet will be utilized for research and other online course work.

HSA 5070 Population Health (3 credits)

Examines theoretical and empirical basis of management of health populations. Health promotion, health disparities and behaviors that influence health will be presented and applied. It will prepare the health care professional to provide population-centered management utilizing data from the population. The Internet will be utilized for research and other online course work.

**HSA 5090 Human Resources in Health Care
Organizations (1.5 credits)**

A behavioral approach to management by examining current theories and their application to the management of human resources. Specific managerial theories and methods, such as motivation theory, group dynamics, organizational change, communication, labor relations and human resource

management are the focus. The Internet will be utilized for research and other online course work.

HSA 5150 Leadership in Health Care Organizations (1.5 credits)

A behavioral approach to management by examining current theories and their application to the function of leadership. It explores how managers across the spectrum of health services organizations lead and direct. Specific managerial theories and methods, such as individual and group problem solving, motivation theory, group dynamics, leadership theory, organizational change, and communication are the focus. They provide a framework for consideration of issues associated with the role of health services organizations and health systems managers. The Internet will be utilized for research and other online course work.

HSA 5160 Marketing for Health Care Organizations (1.5 credits)

This course provides a foundation in basic marketing for health care organizations, the elements that precipitate marketing initiatives as well as information on developing a marketing strategy and the managing the project. Marketing techniques are evaluated critically and new techniques are examined. Case students will be included that depict a variety of techniques utilized in marketing for health care analyzes and marketing opportunities and threats. The Internet will be utilized for research and other online course work.

HSA 5190 Strategic Planning for Health Care Organizations (1.5 credits)

This course provides practical guidance through step by step guidelines to a strategic planning process. The leadership role of the CEO in strategic planning will be addressed along with the role of the facilitator, methods of data collection, the development of the organization's mission, vision and values along with planning through implementation. Other factors include preparation of an annual strategic plan updates and utilizing strategic planning within a continuous management process. The Internet will be utilized for research and other online course work.

HSA 5500 Information Systems for Health Services Administrators (3 credits)

This course examines information systems and how they support the management of data. Improvement in patient care processes that result in cost reduction and higher quality of care will be the focal point of this course. Operational data and outcomes data will be analyzed for application in the delivery of health care. The Internet will be utilized for research and other online course work.

HSA 5780 Quality Improvement in Health Care Organizations (3 credits)

This course introduces health professionals to the knowledge, skills, methods and tools necessary for improvement and innovation in health care. It integrates that knowledge with methods used to implement proposed program and system improvements. Quality improvement content includes variation and measurement of process, outcome and customer knowledge and evaluation of health care improvement efforts. This course prepares students to identify improvement opportunities and to use planning theory to design and implement them. The Internet will be utilized for research and other online course work.

HSA 5860 Internship in Health Services Administration (2 credits)

Prerequisites: Second year status in MHSA Program
A faculty supervised work experience in a health care organization, completing a work plan approved by a preceptor and faculty supervisor. Opportunity to demonstrate proficiency in application of theory within a specific area of health services administration. Knowledge and application of professional behavior in the healthcare environment. The Internet will be utilized for research and other online course work.

HSA 5940 Health Services Administration Capstone (3 credits)

Prerequisites: Second year status in MHSA Program
Utilizing the knowledge gained students will apply theories of management, finance and strategic planning to an individual project. Through the utilization of software technology students explore a variety of solutions to complex problems within a practice management setting. The Internet will be utilized for research and other online course work.

HLH 5700 Health Care Issues (3 credits)

This course examines the theoretical and empirical bases for health care delivery and policy issues in the United States. Health policy decisions are examined in relation to cost, quality, access, ethics, and managed care.

HLH 5500 (3 credits)

This course provides students with a background in the research process relevant to practice/management as a health professional. The research literature is critically evaluated for application to professional practice and/or management, determining client/patient population needs, and evaluating outcomes. Using evidenced-based research, students will develop a scholarly paper or grant proposal of professional interest to them.

ETH 5520 Ethical Perspectives in health Services Administration (3 credits)

An examination of moral values, principles and theories in their application to health care decision making and policy formation. Prepares students to identify ethical dimensions in health care management and to analyze critically the variety of positions taken in contemporary discussions. Employee/management relations, allocation of medical care and rationing of scarce medical resources

PYC 5030 Statistics (3 credits)

The course is designed to introduce students to some of the statistical methods available for the examination and analysis of the data relevant to the behavioral and health sciences. It is neither a "how to" course nor a course in math. Rather, it is aimed at an intermediate level of understanding which should make statistics and the reasoning behind their use understandable to the student. The course also requires the use of the computer software package SPSS (Statistical Package for the Social Sciences).

FOR FURTHER INFORMATION:

Melinda Parsh
Graduate Admissions Counselor
Phone: (313) 993-1592
Email: parshmm@udmercy.edu

INTERNATIONAL STUDENT APPLICANTS:

All coursework done outside the U.S. and Canada must be sent to either the World Education Services (WES: <http://www.wes.org/>) or the Educational Credential Evaluators (ECE: <http://www.ece.org/>) for a course-by-course evaluation. The evaluation results are to be mailed from the agency to the following address:

University of Detroit Mercy Admissions Office
4001 W. McNichols Rd.
Detroit, MI 48221-3038

For more information about the application process for international student applicants, please contact:

Steven Coddington
Phone: 313.993.1207
Email: coddinsm@udmercy.edu

