

## UCF Degree Programs

### Health Services Administration (B.S.)

College of Health and Public Affairs

Department of Health Management and Informatics,

Health and Public Affairs II, Room: 210

<http://www.cohpa.ucf.edu/hmi/>

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This program is currently available online and in the classroom. Students who choose to take online courses are urged to complete either CGS 2100C or CGS 1060C prior to enrolling in online-based courses. After enrolling in online courses, students should visit <http://learn.ucf.edu>. Students must complete all University-wide graduation requirements (general education, foreign language, Gordon Rule, etc.), some of which are rarely online. Prerequisite courses are rarely offered online. For more information, see <http://distrib.ucf.edu/home>. Students in this major are required to have an overall GPA of 2.5 or better upon graduation. Although a minimum overall GPA of 2.5 is needed for the program, students should plan to maintain a higher GPA to be competitive for graduate programs in Health Services Administration as those programs require a GPA of at least 3.0 for admission.

#### Admission Requirements

- None

#### Degree Requirements

- Students who change degree programs and select this major must adopt the most current catalog
- Students should complete the General Education Program and the Common Program Prerequisites before transferring within the Florida College System or State University System.
- Students should consult with a departmental advisor prior to first semester of enrollment.
- The courses designated in sections 1 and 2 below may be taken at a Florida College System institution, and should usually be completed in the first 60 hours
- UCF Residency Requirement: 30 hours
- HSA Residency Requirement: Students must complete at least 42 credit hours of the core requirements at UCF in the department of Health Management and Informatics.
- Students must achieve at least 2.5 overall GPA for graduation.
- Satisfactory completion of HSA 4850 Internship

#### 1. UCF General Education Program (GEP) (36 hrs)

**A: Communication Foundations (9 hrs)**

**B: Cultural & Historical Foundations (9 hrs)**

**C: Mathematical Foundations (6 hrs)**

**Select 1: 3 hrs**

Required	CGS 1060C	Introduction to Computers or	3 hrs
Required	CGS 2100C	Computer Fundamentals for	3 hrs
		Business	

**D: Social Foundations (6 hrs)**

Required	ECO 2023	Principles of Microeconomics	3 hrs
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**E: Science Foundations (6 hrs)**

#### 2. Common Program Prerequisites (CPP) (9 hrs)

- Students must earn a "C" (2.0) or better in each Common Program Prerequisite
- See "Common Prerequisites" in the Transfer and Transitions Services section for more information.

ECO 2023	Principles of Microeconomics	GEP	
ACG 2071	Principles of Managerial Accounting		3 hrs
ACG 2021	Principles of Financial Accounting		3 hrs
STA 2023	Statistical Methods I		3 hrs

#### Select 1:

CGS 2100C	Computer Fundamentals for Business or	GEP	
CGS 1060C	Introduction to Computers	GEP	

#### 3. Core Requirements: Basic Level

- None

#### 4. Core Requirements: Advanced Level (48 hrs)

- Students must earn a "C" (2.0) or better in each Core Requirement

HSA 3104	Health Services Administration Cornerstone	3 hrs
HSA 3111	U.S. Health Care Systems	3 hrs
HSA 3170	Health Care Finance	3 hrs
HSA 3222	Long Term Care and Administration	3 hrs
HSA 3430	Health Care Economics	3 hrs
HSA 4109	Principles of Healthcare Reimbursement, Insurance, and Managed Care Plans	3 hrs
HSC 4201	Community Health	3 hrs
HSA 4180	Organization & Management for Health Agencies I	3 hrs
HIM 4508C	Quality Management	3 hrs
HSA 4702	Health Sciences Research Methods	3 hrs
HSC 3537	Medical Terminology	3 hrs
HSC 4500	Epidemiology	3 hrs
HSC 4652	Health Law and Ethics	3 hrs
HSA 4184	Organization & Management for Health Agencies II	3 hrs
HSA 4191	Fundamentals of Health Information Technology	3 hrs
HSA 4850	Health Services Administration Internship	3 hrs
<sup>1</sup> HSA 4853	Internship Orientation	0 hrs

<sup>1</sup> Course must be completed no more than one semester prior to HSA 4850.

#### 5. Restricted Electives

- None

#### 6. Capstone Requirements (3 hrs)

HSA 4939	Health Services Administration Capstone	3 hrs
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#### 7. Foreign Language Requirements

##### Admissions

- Two years of one foreign language in high school, or one year of one foreign language in college (or equivalent proficiency exam) prior to graduation.

##### Graduation

- Students who transfer with an AA degree from a Florida College System institution and will be pursuing a BS degree must meet the University foreign language admission requirements for graduation.

#### 8. Electives

- Students are encouraged to select with their advisor additional Health Service Administration courses as electives or other courses that will enhance their background in the health care industry. These may be used to build minors and certificates offered by the University. Examples include: Health Informatics and Information Management, Health Sciences, Aging Studies, Public Administration, and Business.

#### 9. Additional Requirements

- As a requirement for the Bachelor of Science in Health Services Administration major, students must complete an internship within the administrative realm of an actual health care organization. In order to participate in the HSA Internship the student must: 1) Have earned at least 90 Credit Hours prior to the start of the semester in which the internship begins; 2) Have earned at least 24 HSA Credit Hours prior to the start of the semester in which the internship begins; 3) Have a Major GPA of 2.75 prior the start of the semester in which the internship begins. Additionally, many health care organizations will require that students complete a background check, which may include, but not be limited to, law enforcement fingerprinting, state driving records, credit reports, and criminal records check. The cost of the background check is the student's responsibility. Background checks may take time to complete and, subsequently, could delay the student's internship placement. It is advised that, in the semester prior to the internship, the student contact the organization directly to obtain further information on the organization's background check requirements. Students who have potential background issues must contact the Director of Internships to schedule an interview in order to

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discuss the impact on field placement. The Health Services Administration Program cannot guarantee internship placement or subsequent degree completion for students who do not pass background checks.

### 10. Required Minors

- None

### 11. Departmental Exit Requirements

- Students must earn a "C" (2.0) or better in each Health Services Administration course.

### 12. University Minimum Exit Requirements

- A 2.0 UCF GPA
- 60 semester hours earned after CLEP awarded
- 48 semester hours of upper division credit completed
- 30 of the last 39 hours of course work must be completed in residency at UCF.
- A maximum of 45 hours of extension, correspondence, CLEP, Credit by Exam, and Armed Forces credits permitted.
- Complete the General Education Program, the Gordon Rule, and nine hours of Summer credit.

### Total Semester Hours Required

- 120

### Honors In Major

- Interested students should consult with a faculty advisor.

### Related Programs

- Public Administration
- Health Informatics and Information Management

### Certificates

- Aging Studies

### Related Minors

- Aging Studies
- Health Informatics and Information Management
- Health Sciences
- Public Administration

### Advising Notes

- Students are urged to have access to a personal computer, modem, and appropriate software to interact with the University and professors.
- A variety of internship opportunities is available for HSA majors all over the country. Students do not have to reside in Central Florida to complete the internship but must meet Eligibility Requirements.
- Students will be assigned a faculty member for the purpose of career advising.

### Transfer Notes

- None

### Acceptable Substitutes for Transfer Courses

- None

### Plan of Study

#### Freshman Year - Fall 14 hrs

ENC 1101	Composition I	3 hrs
<sup>1</sup> HSC 2000	Introduction to Careers in Health Professions	3 hrs
MAC 1105C	College Algebra	3 hrs
Free Elective		3 hrs
GEP Social		3 hrs

<sup>1</sup> Suggested Introductory Elective

#### Freshman Year - Spring 12 hrs

ENC 1102	Composition II	3 hrs
GEP Communication		3 hrs
GEP Science		3 hrs
GEP Cultural		3 hrs

#### Sophomore Year - Fall 15 hrs

ECO 2023	Principles of Microeconomics	3 hrs
GEP Science		3 hrs
CGS 2100C	Computer Fundamentals for Business	3 hrs
ACG 2021	Principles of Financial Accounting	3 hrs
GEP Historical		3 hrs

#### Sophomore Year - Spring 12 hrs

ACG 2071	Principles of Managerial Accounting	3 hrs
STA 2023	Statistical Methods I	3 hrs
Free Elective		3 hrs
GEP Historical		3 hrs

#### Sophomore Year - Summer 8 hrs

<b>Select 1:</b>		<b>3 hrs</b>
Free Elective		3 hrs
<sup>1</sup> Foreign Language		4 hrs

<b>Select 1:</b>		<b>3 hrs</b>
Free Elective		3 hrs
<sup>1</sup> Foreign Language		4 hrs

<sup>1</sup> If not satisfied in high school

#### Junior Year - Fall 15 hrs

<sup>1</sup> HSA 3104	Health Services Administration Cornerstone	3 hrs
HSA 3111	U.S. Health Care Systems	3 hrs
HSC 3537	Medical Terminology	3 hrs
HSC 4201	Community Health	3 hrs
HSA 3222	Long Term Care and Administration	3 hrs

<sup>1</sup> Must be taken in First Semester in the Major

#### Junior Year - Spring 15 hrs

HSA 3170	Health Care Finance	3 hrs
HSC 4500	Epidemiology	3 hrs
HSA 4180	Organization & Management for Health Agencies I	3 hrs
HSA 4191	Fundamentals of Health Information Technology	3 hrs
Elective / Minor		3 hrs

#### Senior Year - Fall 15 hrs

HSA 3430	Health Care Economics	3 hrs
HSA 4184	Organization & Management for Health Agencies II	3 hrs
HIM 4508C	Quality Management	3 hrs
HSA 4702	Health Sciences Research Methods	3 hrs
Free Elective		3 hrs
HSA 4853	Internship Orientation	0 hrs

#### Senior Year - Spring 15 hrs

HSA 4109	Principles of Healthcare Reimbursement, Insurance, and Managed Care Plans	3 hrs
HSC 4652	Health Law and Ethics	3 hrs
HSA 4939	Health Services Administration Capstone	3 hrs
HSA 4850	Health Services Administration Internship	3 hrs

### Program Academic Learning Compacts

- Program Academic Learning Compacts (student learning outcomes) for undergraduate programs are located at: [http://www.oeas.ucf.edu/alc/academic\\_learning\\_compacts.htm](http://www.oeas.ucf.edu/alc/academic_learning_compacts.htm)