



MILES COMMUNITY COLLEGE & MSU BILLINGS

BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION
GENERAL BULLETIN 2018-2019



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Name _____

Student ID # _____

GENERAL EDUCATION REQUIREMENTS – SEE ATTACHED PAGE FOR SPECIFIC COURSES

General Education Category	Course #	Credits	Grade	Semester	MCC Equivalent
Category I: Global Academic Skills (9 credits) A. Mathematics (3 credits) B. English (3 credits) C. Communication & Information Literacy (3 credits)	#M 143				M 143 equivalent not offered at MCC, but students can take: M 161 Survey of Calculus OR M 171 Calculus I As an equivalent substitution Fall 2
	#WRIT 101				WRIT 101 Fall 1
					COMX 111 Fall 1
Category II: Natural Sciences (7 credits) 2 lectures (6 credits) & 1 lab (1 credit) (1 life science & 1 physical science & 1 lab)					BIOB 101 Fall 2
					BIOB 102 Fall 2
					Physical Science Core at MCC Spring 2
Category III: Social Sciences and History (6 credits) A. Social Science (3 credits) – <i>ECNS 201 Major Requirement</i> B. History (3 credits)					ECNS 201 Fall 2
					HSTA 102 Spring 1
Category IV: Cultural Diversity (3 credits)					Spring 2 NASX 105 Recommended at MCC
Category V: Arts & Humanities (6 credits) A. Fine Arts (3 credits) B. Humanities (3 credits)					Spring 2 MUSI 101, ARTZ 105, or PHOT 154 Recommended at MCC
					Fall 1 PHL 110 Recommended at MCC

A minimum grade of “C-” required in all General Education courses.

Note: Certain degrees may require a minimum grade of “C” in General Education courses.

Course	Credits	Grade	Semester	MCC Equivalent
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A minimum grade of C- or better is required in all major coursework

Required Health Administration Core

#HADM	305	Survey of U.S. Healthcare System	3			No equivalent at MCC, But students take HADM 305 with MSUB online their 2 nd Fall semester at MCC
HADM	307	Health Informatics	3			Year 3 Fall with MSUB Online
HADM	310	Healthcare Economics	3			Year 3 Spring with MSUB Online
HADM	325	Principles of Marketing for Healthcare Organizations	3			Year 3 Spring with MSUB Online
HADM	335	Health Law and Ethics	3			Year 3 Fall with MSUB Online
HADM	405	Evidence in Research and Evaluation	3			Year 3 Spring with MSUB Online
HADM	422	Operations, Outcomes, and Quality	3			Year 4 Fall with MSUB Online
HADM	425	Financial Management and Budgeting in Healthcare	3			Year 3 Spring with MSUB Online
HADM	440	Managerial Epidemiology and the Public's Health	3			Year 4 Fall with MSUB Online
HADM	445	Managing Health Care Organizations	3			Year 3 Spring with MSUB Online
HADM	450	Health Policy and Politics	3			Year 4 Spring with MSUB Online
HADM	498	Cooperative Education/Internship	3			Year 4 Spring with MSUB Online
HADM	499	Capstone	3			Year 4 Spring with MSUB Online

#Required for Admission to the BSHA Program

*May satisfy General Education requirements

Required Business Core

#ACTG	201	Principles of Financial Accounting	3			ACTG 201/Fall 2
BFIN	322	Business Finance	3			Year 3 Fall with MSUB Online
BMGT	329	Human Resources Management	3			Year 3 Spring with MSUB Online
BMGT	335	Management and Organization	3			Year 3 Fall with MSUB Online
*#ECNS	201	Principles of Microeconomics	(3)			ECNS 201/Fall 2

Required Statistics

*STAT	216	Introduction to Statistics	4			STAT 216/Spring 1
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Restricted Electives

***Select 6 credits of Restricted Electives below Year 4 Fall with MSUB Online (with these 6 credits and 3 credits of AHMS 144 at MCC students will meet the minimum of 9 credits of Restricted Electives)**

Choose 9 credits from the following with approval of an advisor

AHMS	144	Medical Terminology	3			AHMS 144/Spring 1
CHTH	250	Introduction to Public Health	3			
CHTH	317	Health Behavior Theories	3			
CHTH	355	Theory and Practice of Community Health Education	3			
CHTH	450	Worksite Health Promotion	3			
COMX	320	Principles of Organizational Communication	3			
COMX	426	Leadership in Communication	3			
COMX	480	Health Communication	3			
GPHY	380	Principles of GIS	3			
HADM	365	Managing the Continuum of Long-Term Care Services	3			
HADM	409	Aging in America and Long-Term Care	3			
HADM	452	Case Management	3			
HADM	462	Supervision in Healthcare	3			
HADM	494	Seminar/Workshop	3			
*HTH	270	Global Health Issues	3			
HTH	435	Health and Wellness Across the Lifespan	3			
SOCI	352	Diseases & Society	3			
SOCI	380	Sociology of Health and Medicine	3			

Electives - The total number of elective credits required for the degree will be determined by the number of courses a student elects to take which fulfill both the General Education requirements and the major requirements. Electives should be chosen in consultation with an academic advisor.

Course	Credits	Grade	Semester	MCC Equivalent
	3			CAPP 120/Fall 1
	2			COLS 101/Fall 1
	3			WRIT 121/Spring 1
	2			LSCI 101/Spring 1
	5			General Electives at MCC Spring 2
Either Elective credits or credits for optional Concentration below	6			Year 3 Fall with MSUB Online
Either Elective credits or credits for optional Concentration below	6			Year 4 Fall with MSUB Online
Either Elective credits or credits for optional Concentration below *if not doing optional concentration, elective number varies depending on how many credits are needed to get to the minimum of 120 credits to graduate after General Education requirements and Major requirements are fulfilled.	0-6			Year 4 Spring with MSUB Online, if needed

Health Administration Concentrations (optional) – A student may elect to complete at least one of the following concentrations as part of the Health Administration program in consultation with their advisor.

I. Business Concentration (Optional Business Minor)

A student may choose to concentrate in business. There are 15 credits required for this concentration, which will also fulfill the requirements for a Business Minor.

ACTG	202	Principles of Managerial Accounting	3			
BMGT	322	Operations Management	3			
BMIS	311	Management Information Systems	3			
BMKT	325	Principles of Marketing	3			
*ECNS	202	Principles of Macroeconomics	3			

II. Long-Term Care Management Concentration (Optional Long-Term Care Management Certificate)

A student may choose to concentrate in Long-Term Care Management. There are 15 credits required for this concentration:

HADM	335	Health Law and Ethics	3			
HADM	365	Managing the Continuum of Long-Term Care Management	3			
HADM	409	Aging in America and Long-Term Care	3			
HADM	425	Financial Management and Budgeting in Healthcare	3			
HADM	445	Managing Healthcare Organizations	3			

BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION

Categories	Credits	Earned	Remaining
General Education Requirements	32	_____	_____
Required Health Administration Core	39	_____	_____
Required Business Core	15	_____	_____
Required Statistics	4	_____	_____
Restricted Electives	9	_____	_____
Electives/Concentration (may vary)	V	_____	_____
Total	120	_____	_____

It is the student's responsibility to know and meet the requirements for graduation. A minimum of 36 credits must be upper division classes (300 and above).

Notes:

Admission to the BSHA Program

All students seeking admission to the Bachelor of Science in Health Administration Degree program are required to file an application for admission to the program. All students must meet the following requirements for admission to the Health Administration major:

- a. a minimum of **40** credits completed
- b. a minimum **2.5** grade point average
- c. satisfactory completion of ***WRIT 101, *M 143, ACTG 201, *ECNS 201, HADM 305**, or their equivalents.

Student application materials are available from the Health Administration Program (APS 107, 406-896-5830) or online at www.msubillings.edu/cahp/hadm.
