HEALTH ADMINISTRATION, BS

Banner Code: HH-BS-HADM

Academic Advising
Website: chhs.gmu.edu/students/advising-hap.cfm

The BS in health administration prepares students to become managers in a variety of settings, including hospitals; clinics; community health, home care, long-term care, and managed care organizations; physician practices; information technology, medical technology and supply organizations; advocacy organizations and professional associations; the insurance industry; and consulting firms.

The program may be completed on a full- or part-time basis leading to completion of the objectives of the undergraduate BS program.

Concentrations are offered in health systems management, assisted living/senior housing administration, and health informatics.

Health Systems Management Concentration
The concentration in health systems management prepares graduates to serve in entry-level management, administrative and support positions in a variety of health-related organizations and settings.

Assisted Living/Senior Housing Administration Concentration
The concentration in assisted living/senior housing administration prepares graduates to serve in entry-level administrator and support positions within independent living, assisted living, and continuing care retirement communities.

Health Informatics Concentration
The concentration in health informatics prepares graduates in theory and methods for using information processing methods in healthcare organizations.

Admissions & Policies

Policies

Program Requirements
- A criminal background check is generally required of all students prior to beginning their internship.
- Students must fulfill all requirements for bachelor’s degrees, including the Mason Core requirements. For all policies governing bachelor’s degrees, see A.5.3.2 Requirements for Bachelor’s Degrees.
- Students should enroll in HAP 201 Health Professions Careers and HAP 301 Health Care Delivery in the United States during their first semester in the program.
- HAP 498 Health Administration Internship (Mason Core) and HAP 465 Integration of Professional Skills and Issues (Mason Core) are to be completed during the student’s final semester. The final semester is defined as the final 15 academic credits of the academic schedule.
- Students must check with their advisor to ensure that all requirements have been met prior to graduation.

Minimum Grade Requirements
A minimum grade of C must be obtained in all major requirements (58 - 64 credits). In the health informatics concentration, a maximum of 6 credits of C grades in major requirements (64 credits) is permitted. Students in the health informatics concentration who earn more than 6 credits of C grades in the major requirements courses must either repeat one of the courses in which they earned a C and earn a C+ or higher or change programs or concentrations.

Requirements

Degree Requirements
Total credits: 120

Students must fulfill all requirements for bachelor’s degrees, including the Mason Core requirements.

Mason Core

Written Communication
ENGH 101 Composition (Mason Core) 3
ENGH 302 Advanced Composition (Mason Core) 2 3

Oral Communication
COMM 100 Public Speaking (Mason Core) 3
or COMM 101 Interpersonal and Group Interaction (Mason Core)

Quantitative Reasoning
STAT 250 Introductory Statistics I (Mason Core) 3

Information Technology
IT 104 Introduction to Computing (Mason Core) 3

Literature
Any Mason Core Literature course 3

Arts
Any Mason Core Arts course 3

Natural Science
Select one group from the following: 8

BIOL 103 Introductory Biology I (Mason Core) & BIOL 104 and Introductory Biology II (Mason Core)

BIOL 124 Human Anatomy and Physiology & BIOL 125 and Human Anatomy and Physiology

Western Civilization/World History
HIST 100 History of Western Civilization (Mason Core) 3
or HIST 125 Introduction to World History (Mason Core)

Global Understanding
Any Mason Core Global Understanding course 3

Social and Behavioral Sciences
ECON 103 Contemporary Microeconomic Principles (Mason Core) 3

Total Credits 38
1. Nonnative speakers of English with limited proficiency in the language may substitute ENGH 100 for ENGH 101. Students must attain a minimum grade of C in ENGH 100 or ENGH 101, as well as in ENGH 302, to fulfill degree requirements.

2. Business-designated sections of ENGH 302 Advanced Composition (Mason Core) are recommended.

3. Health Informatics concentration students must attain a minimum grade of B in IT 104 to fulfill degree requirements. Students in the Assisted Living/Senior Housing Administration concentration or Health Systems Management concentration must attain a minimum grade of C to fulfill degree requirements. Transfer students may substitute IT 103.

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HAP 201</td>
<td>Health Professions Careers</td>
<td>3</td>
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<tr>
<td>HAP 202</td>
<td>Medical Terminology</td>
<td>3</td>
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<tr>
<td>PSYC 100</td>
<td>Basic Concepts in Psychology (Mason Core)</td>
<td>3</td>
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<tr>
<td>PSYC 211</td>
<td>Developmental Psychology (Mason Core)</td>
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<tr>
<td>PSYC 231</td>
<td>Social Psychology (Mason Core)</td>
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<td>HAP 290</td>
<td>Lifestyle Management</td>
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<tr>
<td>GOVT 103</td>
<td>Introduction to American Government (Mason Core)</td>
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</table>

**Total Credits: 9**

1. HAP 201 is to be taken during the student’s first semester in the program.

**Concentration in Assisted Living/Senior Housing Administration (ASHA)**

**Major Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HAP 301</td>
<td>Health Care Delivery in the United States</td>
<td>3</td>
</tr>
<tr>
<td>GCH 300</td>
<td>Introduction to Public Health</td>
<td>3</td>
</tr>
<tr>
<td>HAP 309</td>
<td>Healthcare Accounting</td>
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<tr>
<td>HAP 310</td>
<td>Healthcare Ethics</td>
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<tr>
<td>HAP 312</td>
<td>Healthcare Law</td>
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<tr>
<td>HAP 360</td>
<td>Introduction to Health Information Systems</td>
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<tr>
<td>HAP 392</td>
<td>Human Resources Management in Healthcare</td>
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<td>HAP 395</td>
<td>Health Care Finance</td>
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<tr>
<td>HAP 396</td>
<td>Strategic Health Management and Planning</td>
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<tr>
<td>HAP 403</td>
<td>Assisted Living/Senior Housing Management and Philosophy</td>
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<tr>
<td>HAP 404</td>
<td>Senior Housing Sales and Marketing</td>
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<tr>
<td>HAP 416</td>
<td>Leadership and Management of Health Systems</td>
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<tr>
<td>HAP 417</td>
<td>Leadership and Management of Health Systems</td>
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<tr>
<td>HAP 425</td>
<td>Health Economics and Policy</td>
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<tr>
<td>HAP 465</td>
<td>Integration of Professional Skills and Issues (Mason Core) (fulfills synthesis and writing intensive requirements)</td>
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</tr>
<tr>
<td>HAP 489</td>
<td>Pre-Internship Seminar (Mason Core)</td>
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</tbody>
</table>

**Total Credits: 9**

1. HAP 301 is to be taken during the student’s first semester in the program.

2. HAP 465 may only be taken within the final 15 credits of the curriculum.

3. HAP 489 may only be taken in the semester immediately prior to HAP 498.

4. HAP 498 may only be taken within the final 15 credits of the curriculum. Students in HAP 498 complete an internship as identified and approved by the concentration coordinator during HAP 489. Under special circumstances and upon recommendation by the course instructors and the student’s advisor, students may be excused by the department chair from taking HAP 489 and HAP 498. Such students are required to take alternative courses that are pre-approved by the student’s advisor and worth at least 7 credits.

**Concentration in Health Informatics (HINF)**

A maximum of 6 credits of C grades earned in the major requirements courses (64 credits) may be applied to the health informatics concentration. Students who earn more than 6 credits of C grades must either repeat one of the courses in which they earned a C and earn a C+ or higher or change programs or concentrations.

**Major Requirements**

<table>
<thead>
<tr>
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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HAP 301</td>
<td>Health Care Delivery in the United States</td>
<td>3</td>
</tr>
<tr>
<td>HAP 308</td>
<td>Public Health Informatics</td>
<td>3</td>
</tr>
<tr>
<td>HAP 309</td>
<td>Healthcare Accounting</td>
<td>3</td>
</tr>
<tr>
<td>HAP 312</td>
<td>Healthcare Law</td>
<td>3</td>
</tr>
<tr>
<td>HAP 318</td>
<td>Introduction to IT Methods for Healthcare</td>
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<tr>
<td>HAP 360</td>
<td>Introduction to Health Information Systems</td>
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</tbody>
</table>

**Total Credits: 73**

1. HAP 301 is to be taken during the student’s first semester in the program.

2. HAP 465 may only be taken within the final 15 credits of the curriculum.

3. HAP 489 may only be taken in the semester immediately prior to HAP 498.

4. HAP 498 may only be taken within the final 15 credits of the curriculum. Students in HAP 498 complete an internship as identified and approved by the concentration coordinator during HAP 489. Under special circumstances and upon recommendation by the course instructors and the student’s advisor, students may be excused by the department chair from taking HAP 489 and HAP 498. Such students are required to take alternative courses that are pre-approved by the student’s advisor and worth at least 7 credits.
HAP 361 Health Databases or IT 214 Database Fundamentals 3
HAP 430 Process Improvement in Healthcare Organizations 3
HAP 436 Electronic Health Data in Process Improvement 3
HAP 440 Mobile Health 3
HAP 445 Introduction to Health Services Research 3
HAP 459 Health Data Standards and Interoperability 3
HAP 460 Information Technology Project Management 3
HAP 461 Internet and Web Technology Applications for Healthcare 3
HAP 462 Privacy and Security in Health Informatics 3
HAP 464 Electronic Health Record Configuration and Data Analysis 3
HAP 465 Integration of Professional Skills and Issues (Mason Core) (fulfills synthesis and writing intensive requirements) 2
HAP 467 Advanced Information Technology Project Management 3
HAP 489 Pre-Internship Seminar (Mason Core) 3 3
HAP 498 Health Administration Internship (Mason Core) 4 4

Select one from the following: 3
HAP 395 Health Care Finance
HAP 425 Health Economics and Policy
HAP 442 Introduction to Health Care Politics and Policy

General Electives
Electives must be approved by student’s advisor 9

Total Credits 73

1 HAP 301 is to be taken during the student’s first semester in the program.
2 HAP 465 may only be taken within the final 15 credits of the curriculum.
3 HAP 489 may only be taken in the semester immediately prior to HAP 498.
4 HAP 498 may only be taken within the final 15 credits of the curriculum. Students in HAP 498 complete an internship as identified and approved by the concentration coordinator during HAP 489. Under special circumstances and upon recommendation by the course instructors and the student’s advisor, students may be excused by the department chair from taking HAP 489 and HAP 498. Such students are required to take alternative courses that are pre-approved by the student’s advisor and worth at least 7 credits.

Concentration in Health Systems Management (HSMG)

Major Requirements
GCH 300 Introduction to Public Health 3
HAP 301 Health Care Delivery in the United States 1 3
HAP 309 Healthcare Accounting 3
HAP 310 Healthcare Ethics 3
HAP 312 Healthcare Law 3
HAP 360 Introduction to Health Information Systems 3
HAP 392 Human Resources Management in Healthcare 3
HAP 395 Health Care Finance 3
HAP 396 Strategic Health Management and Planning 3
HAP 410 Introduction to Health/Medical Practice Management 3
HAP 416 Leadership and Management of Health Systems I 3
HAP 417 Leadership and Management of Health Systems II 3
HAP 425 Health Economics and Policy 3
HAP 430 Process Improvement in Healthcare Organizations 3
HAP 442 Introduction to Health Care Politics and Policy 3
HAP 445 Introduction to Health Services Research 3
HAP 465 Integration of Professional Skills and Issues (Mason Core) (fulfills synthesis and writing intensive requirements) 2
HAP 489 Pre-Internship Seminar (Mason Core) 3 3
HAP 498 Health Administration Internship (Mason Core) 4 4

CHHS Electives
6 credits must include 200-level or above courses from the following:
GCH courses
HAP courses
HHS courses
NURS courses
NUTR courses
RHBS courses
SOCW courses
Non-CHHS courses pre-approved for substitution by the concentration coordinator

General Electives
Electives are at the student’s discretion. 9

Total Credits 73

1 HAP 301 is to be taken during the student’s first semester in the program.
2 HAP 465 may only be taken within the final 15 credits of the curriculum.
3 HAP 489 may only be taken in the semester immediately prior to HAP 498.
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Accelerated Master’s

Health Administration, BS/Health Informatics, Accelerated MS

Overview
Highly qualified undergraduates may be admitted to the bachelor’s/accelerated master’s program and obtain both a BS in Health Administration (Health Informatics Concentration) and an MS in Health Informatics in an accelerated time frame after satisfactory completion of 147-159 credits. See AP.6.7 Bachelor’s/Accelerated Master’s Degrees for policies related to this option.

Students in an accelerated degree program must fulfill all university requirements for the master’s degree. For policies governing all graduate degrees, see the AP.6 Graduate Policies section of the catalog.

Application Requirements
Applicants to all graduate programs at George Mason University must meet the admission standards and application requirements for graduate study as specified in Admissions. For additional application requirements and information specific to the accelerated MS in Health Informatics, see Eligibility, Policies, and Deadlines on the departmental website.

Applicants must be enrolled in the BS in Health Administration, Health Informatics Concentration with an overall GPA of 3.25 and minimum GPA 3.5 in courses in the major. Applicants must have recommendations from two health informatics faculty.

Accelerated Option Requirements
Students complete six credits of graduate level courses in their senior year which may be applied towards BS degree. While undergraduate students, accelerated master’s students are able to apply two courses (6 credits) to both the Bachelor’s and Master’s degrees. These courses are considered advanced standing for the MS in Health Informatics. A minimum grade of B must be earned to be eligible to count as advanced standing. The courses are selected by an MS program adviser.

After completion of the BS portion of the curriculum, students in the accelerated program have also the option to replace selected core courses in the MS program with more advanced graduate level courses. This is allowed if the student received at least B+ in corresponding undergraduate courses and if approved by the adviser.