

# HEALTH ADMINISTRATION, BS

**Banner Code:** HH-BS-HADM

## Academic Advising

Website: <https://chhs.gmu.edu/students/academic-advising/undergraduate-advising/health-administration-and-policy-advisors>

The BS in Health Administration prepares students to work 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 administrative 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). A minimum grade of C must also be obtained in ECON 103 in order for a student to enroll in HAP 425. 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

Code	Title	Credits
<b>Written Communication</b> <sup>1</sup>		
ENGH 101	Composition (Mason Core)	3
ENGH 302	Advanced Composition (Mason Core) <sup>2</sup>	3
<b>Oral Communication</b>		
COMM 100 or COMM 101	Public Speaking (Mason Core) Fundamentals of Communication (Mason Core)	3
<b>Quantitative Reasoning</b>		
STAT 250	Introductory Statistics I (Mason Core)	3
<b>Information Technology</b>		
IT 104	Introduction to Computing (Mason Core) <sup>3</sup>	3
<b>Literature</b>		
	Any Mason Core Literature course	3
<b>Arts</b>		
	Any Mason Core Arts course	3
<b>Natural Science</b>		
	Select one group from the following:	8
BIOL 103 & BIOL 106 & BIOL 107	Introductory Biology I (Mason Core) and Introductory Biology II Laboratory (Mason Core) and Intro Biology II Lecture (Mason Core)	
BIOL 124 & BIOL 125	Human Anatomy and Physiology and Human Anatomy and Physiology	
<b>Western Civilization/World History</b>		
HIST 100 or HIST 125	History of Western Civilization (Mason Core) Introduction to World History (Mason Core)	3
<b>Global Understanding</b>		
	Any Mason Core Global Understanding course	3
<b>Social and Behavioral Sciences</b>		

ECON 103	Contemporary Microeconomic Principles (Mason Core)	3
Total Credits		38

<sup>1</sup> 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.

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

<sup>3</sup> 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

Code	Title	Credits
HAP 201	Health Professions Careers <sup>1</sup>	3
HAP 202	Medical Terminology	3
Select one from the following:		3
PSYC 100	Basic Concepts in Psychology (Mason Core)	
PSYC 211	Developmental Psychology (Mason Core)	
PSYC 231	Social Psychology (Mason Core)	
HAP 290	Lifestyle Management	
GOVT 103	Introduction to American Government (Mason Core)	
Total Credits		9

<sup>1</sup> HAP 201 is to be taken during the student's first semester in the program.

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

Code	Title	Credits
<b>Major Requirements</b>		
HAP 301	Health Care Delivery in the United States <sup>1</sup>	3
GCH 300	Introduction to Public Health	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 403	Assisted Living/Senior Housing Management and Philosophy	3
HAP 404	Senior Housing Sales and Marketing	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 465	Integration of Professional Skills and Issues (Mason Core) (fulfills synthesis and writing intensive requirements) <sup>2</sup>	3
HAP 489	Pre-Internship Seminar (Mason Core) <sup>3</sup>	3
HAP 498	Health Administration Internship (Mason Core) <sup>4</sup>	4

Select two from the following: 6

GCH 480	Health Maintenance and Health Aspects of Aging	
NUTR 422	Nutrition throughout the Life Cycle	
SOCW 435	Introduction to Gerontology	
PSYC 415	Psychological Factors in Aging	
PSYC 418	Death, Dying, and Grieving	
EDAT 410	Introduction to Assistive Technology	

**CHHS Electives**  
6 credits must include 200-level or above courses from the following: 6

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

<sup>1</sup> HAP 301 is to be taken during the student's first semester in the program.

<sup>2</sup> HAP 465 may only be taken within the final 15 credits of the curriculum.

<sup>3</sup> HAP 489 may only be taken in the semester immediately prior to HAP 498.

<sup>4</sup> 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.

Code	Title	Credits
<b>Major Requirements</b>		
HAP 301	Health Care Delivery in the United States <sup>1</sup>	3
HAP 308	Public Health Informatics	3
HAP 309	Healthcare Accounting	3
HAP 312	Healthcare Law	3
HAP 318	Introduction to IT Methods for Healthcare	3
HAP 360	Introduction to Health Information Systems	3
HAP 361 or IT 214	Health Databases 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) <sup>2</sup>	3
HAP 467	Advanced Information Technology Project Management	3
HAP 489	Pre-Internship Seminar (Mason Core) <sup>3</sup>	3
HAP 498	Health Administration Internship (Mason Core) <sup>4</sup>	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	
<b>General Electives</b>		
Electives must be approved by student's advisor		9
Total Credits		73

<sup>1</sup> HAP 301 is to be taken during the student's first semester in the program.

<sup>2</sup> HAP 465 may only be taken within the final 15 credits of the curriculum.

<sup>3</sup> HAP 489 may only be taken in the semester immediately prior to HAP 498.

<sup>4</sup> 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)

Code	Title	Credits
<b>Major Requirements</b>		
GCH 300	Introduction to Public Health	3
HAP 301	Health Care Delivery in the United States <sup>1</sup>	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) <sup>2</sup>	3
HAP 489	Pre-Internship Seminar (Mason Core) <sup>3</sup>	3
HAP 498	Health Administration Internship (Mason Core) <sup>4</sup>	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

This is allowed if the student received at least B+ in corresponding undergraduate courses and if approved by the adviser.

- <sup>1</sup> HAP 301 is to be taken during the student's first semester in the program.
- <sup>2</sup> HAP 465 may only be taken within the final 15 credits of the curriculum.
- <sup>3</sup> HAP 489 may only be taken in the semester immediately prior to HAP 498.
- <sup>4</sup> 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.

## 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.