Healthcare Administration Program

Our Mission
The Healthcare Administration Program (HCAP) provides quality education and lifelong learning opportunities to future and current healthcare leaders. HCAP supports Idaho State University’s mission as the center for the education of health professionals in the State of Idaho. The HCAP serves to advance the knowledge and the ability of healthcare professionals to lead their organizations, to serve their communities and to improve the health status of their communities.

Learning Goals
The Healthcare Administration Program delivers state-of-the-art education to traditional and nontraditional students using a theoretical and programmatic approach. Emerging industry needs are addressed using innovative instructional methods to deliver valid competencies and educational outcomes based on industry and stakeholder needs.

Specifically, the HCAP:

• Prepares individuals for entry to mid-level management positions in group practice, ambulatory care, long-term care, hospitals, managed care organizations, and other health-related organizations;
• Develops administrative, technical, problem-solving, conceptual, and human relations knowledge and skills that provide the foundation for future healthcare administrators and leaders;
• Uses industry competency models and current evidence on teaching and learning to provide students the best quality education possible;
• Fosters practical educational experiences and promotes interaction among students, alumni, and mentors in area and regional health organizations; and
• Works with each student in the program to ensure proper placement and professional development in administrative internships and initial positions, assuring an appropriate match between the individual and the healthcare organization.

Health care facilities constitute some of the most complex institutions in our society. These facilities and the scope of their services are becoming more responsive to the community they serve. The healthcare administrator is at the forefront of these activities and is in demand in a number of organizations, including hospitals, extended-care facilities, group practices, insurance companies, state and federal health agencies, educational programs and research institutions. The purpose of the undergraduate program in Healthcare Administration at Idaho State University is to prepare students for the wide range of activities needed for the administration of health care facilities and to provide courses for students majoring in other health-related programs. The program is designed to provide students with the basic requirements to pursue a graduate degree in the field. The curriculum leads to a Bachelor of Science degree in Healthcare Administration with a minor in Business Administration. Students may enroll in the program at the beginning of any semester and must meet requirements as provided elsewhere.

Faculty
Associate Dean in the College of Business and Associate Professor

Interim Program Director and Associate Professor

Adjunct Faculty
Abreu
Casperson
Cuio
Thompson
Wright

Bachelor of Science in Healthcare Administration
Completion of the BS in Healthcare Administration (which includes a minor in Business) requires 120 credit hours, as follows:

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<td>ECON 3303 Economics of Health Care</td>
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<td>HE 3383 Epidemiology</td>
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Total Credits 120
Courses

**HCA 1110 Introduction to the Allied Health Professions:** 3 semester hours.
Introduction to the allied health professions with emphasis on interrelationships and the team approach to health care. F, S

**HCA 1115 US Health System:** 3 semester hours.
An introductory, comprehensive overview of the healthcare industry, health and disease, health professions, institutions, populations, and reimbursement, addressed from the three point perspective of history, terminology, and current issues. F, S, Su

**HCA 2210 Medical Terminology and Communication:** 2 semester hours.
Terminology and vocabulary basic to all areas of medical science, hospital services, and allied health specialties. Develops skills in correct written and oral usage of medical terms. Equivalent to INFO 3330. PREREQ: HCA 1115 and MGT 2216. F

**HCA 2215 Healthcare Leadership:** 3 semester hours.
This course actively teaches the relational, operational, and analytical skills key to success in health management. S

**HCA 3330 Health Information Systems:** 3 semester hours.
An overview of the information system methodologies and approaches in the administration and delivery of health services including data content and structure, quality, and legal issues related to collection, use, and the security of health information. Equivalent to INFO 3330. PREREQ: HCA 1115 and MGT 2216. F

**HCA 3340 Healthcare Policy:** 3 semester hours.
Investigate the formulation of healthcare priorities, the development of legislation, the implementation of legislative provisions through administrative action, and the modification of health policy within the context of the provision of services. Included is an examination of insurance and reimbursement practiced in today's healthcare industry, their history, current status, and their future. F

**HCA 3350 Organizational Behavior in Healthcare:** 3 semester hours.
Study of individual and group behavior in HCOs. Topics include social responsibility and ethics; decision making; motivation; leadership; communication; power, politics and stress; organizational culture, change and development. S

**HCA 3384 Human Resource Management in Healthcare Organizations:** 3 semester hours.
Create and maintain a productive health workforce by understanding the science and practice of managing the employment relationship, including human resource planning, job analysis, recruitment, selection, development, performance planning, compensation, employee relations, and the legal environment. F

**HCA 4410 Management of Healthcare Provider Organizations:** 3 semester hours.
Introduction to the body of knowledge and modern-day challenges related to the management of acute care and specialty hospitals, ambulatory and long term care facilities, medical group practices, and integrated healthcare delivery systems. D

**HCA 4415 Physician Practice Management:** 3 semester hours.
The course will provide an overview of physician practice management concepts with an emphasis on business management concepts including revenue cycle management, supply chain management, business law, human resource management and marketing. PREREQ: ACCT 2202 with a minimum grade of C- and Junior standing. S

**HCA 4416 Rural Healthcare Management:** 3 semester hours.
This course is designed for students who seek an understanding of the administration, organization and delivery of rural health care in the United States. This course studies the organizational structures, types of governance, and management issues of the rural America. D

**HCA 4417 Managerial Epidemiology and Population Health:** 3 semester hours.
This course is the study of the distribution of diseases and pathophysiological conditions of humans and of factors which influence their occurrence. It provides an introduction to epidemiology and explains how to use epidemiological concepts and tools to improve decisions about the management of health services. This course is essential to creating a common vocabulary and approach to disease with physicians and other healthcare providers. D

**HCA 4420 The Business of Healthcare:** 3 semester hours.
This course provides an introduction and orientation to the business side of healthcare organizations for non-business health professionals' students. Topics covered include: the fundamentals of healthcare leadership; healthcare budgeting and finance; healthcare planning and marketing; healthcare regulations, laws, and ethics; healthcare informatics; Human Resource management of healthcare organizations; healthcare quality/performance improvement; and current healthcare megatrends, including the business-related impacts of healthcare reform. PREREQ: ACCT 2202 with a minimum grade of C- and Junior standing. F

**HCA 4440 Healthcare Economics and Policy:** 3 semester hours.
Introduction to the economic theory, methods, and tools needed to analyze the healthcare industry, including the acute care, physician services, pharmaceutical, and healthcare insurance markets. Explores historical and current issues and trends in U.S. healthcare policy. D

**HCA 4450 Special Topics in Healthcare:** 1-3 semester hours.
Topics relevant to health professionals. May be repeated for up to 9 credits with different titles or content. Graded S/U. D

**HCA 4453 Healthcare Finance:** 3 semester hours.
The application of financial management principles, practices, and techniques used in healthcare organizations. An understanding and analysis of how these financial tools are used in decision making and how they are integrated into the healthcare organization's planning process. PREREQ: ACCT 2202 and FIN 3315 or their equivalents. S

**HCA 4460 Healthcare Quality and Performance Improvement:** 3 semester hours.
An in depth study of the issues, trends, tools and techniques related to patient safety, healthcare quality, and performance improvement. Course will also focus on the role of the leader in establishing and maintaining a culture of excellence and continuous improvement. D

**HCA 4465 Healthcare Operations and Quality:** 3 semester hours.
This capstone course in health care administration addresses the application of managerial concepts and practices within various health career environments, including acute, ambulatory, mental health, and long-term care organizations. Topics include issues/trends and best practices related to governance, leadership, management; planning and marketing; quality assessment/operations improvement; and maximizing human resources and financial performance. S

**HCA 4473 Healthcare Strategic Planning and Marketing:** 3 semester hours.
Introduction to basic marketing management issues as they pertain to healthcare. Current marketing trends in the health care marketplace. Consumer orientation, health care marketing plans, and strategy development. Equivalent to HE 4473. S

**HCA 4475 Health Law and Bioethics:** 3 semester hours.
This course develops a roadmap to facilitate risk management in the provision of healthcare services. Issues addressed include regulation and licensure, liability, selected aspects of public programs, and ethical issues regarding death, reproduction, and research. F, S
HCA 4480 Long-Term Care Management: 3 semester hours.
A study of long-term care management across the continuum of care. The course defines the various segments of the long-term care system, describes how the system developed, compares it to an ideal system, and projects future trends. Incorporates applicable aspects of current laws and legislation and changes in care delivery. The course includes the unique requirements of leadership and culture in long-term care settings. PREREQ: HCA 1115. F

HCA 4481 Independent Problems in Health Services Administration: 1-3 semester hours.
Student selects an area of special interest through independent study. A report will be required giving results. May be repeated for up to 6 elective credits. PREREQ: HCA major. D

HCA 4489 Healthcare Information Systems Practicum: 3 semester hours.
8 hours per week under the direction of the Department of Family Medicine, with a term project. NOTE: Some facilities may require a background check. When required, this check will be conducted at the student's expense. F, S, Su

HCA 4495 Administrative Internship: 4 semester hours.
An internship is required for successful completion of this program. During the internship experience, students work in a health or human services organization, performing various duties and being exposed to various aspects of managerial careers in health services management. PREREQ: HCA major or graduate status. F, S, Su

HCA 4499 Experimental Course: 1-6 semester hours.
This is an experimental course. The course title and number of credits are announced in the class schedule by the scheduling department. Experimental courses may be offered no more than three times with the same title and content.