

## Why choose Health Administrative Services?

- More than 95% of long-term care students become licensed professional and are placed in a career upon graduation.
- Excellent earning potential
- Career flexibility
- Management & advancement potential
- Visible & valued role in the community
- Continual self-improvement

## What degrees are available?

Bachelor of Science (BS) Health Administrative Services  
*Health Services Administration emphasis*  
*Long-term Care Administration emphasis*

## What degrees are offered through distance learning?

The health services administration and long-term care administration degrees are offered through WSU's distance learning program.

The courses are delivered on campus, online and through independent study. Contact the continuing education department at 801-626-6600 for more information about independent study options.

## What are the employment opportunities?

These programs are designed to provide health care practitioners and others with the skills and competencies to function as supervisors and managers in health care settings. Graduates work in many areas including: pharmaceutical companies, management consulting, financial institutions, long-term care facilities and state and Federal agencies. The HAS curriculum provides a working foundation in management and interpersonal skills, while at the same time introducing students to the health care delivery system and its varied challenges.

## What are starting salaries of graduates?

More jobs are available nationwide in long-term care and health administrative services than there are students to fill them. The average starting salary for an entry-level administrator is \$40,000 per year, with the middle 50% of all administrators earning between \$37,000 and \$75,000 per year. This may vary depending on the region, workplace and skill level.

## What will I learn in the program?

The curriculum is designed to provide skills and competencies that enable graduates to function as supervisors and managers in health care settings. Emphasis is on individual and group behavior, interpersonal skills, decision-making, leadership theory and skills, the process of change, motivation, teamwork, and organization design and culture.

## Is there an application deadline?

Currently, there is no application deadline. Students may apply any time after successfully completing the pre-requisite courses.



### Where can I find out more about the programs?

Dr. Ezekiel R. Dumke College of Health Professions  
Office of Admissions Advisement  
Weber State University  
3907 University Circle  
Ogden, UT 84408-3907

**Phone:** 1-800-350-7042; 801-626-6136

**e-mail:** [healthprofessions@weber.edu](mailto:healthprofessions@weber.edu)

**Program Director:** Dr. Richard Dahlkemper  
[rdahlkemper@weber.edu](mailto:rdahlkemper@weber.edu)

**Department Phone:** 801-626-7242

# Health Administrative Services & Long-Term Care Administration

## BS Degree (120 hours, 40 upper division hours)

Courses are uniquely structured to accommodate practicing health professionals, building upon their two-year professional degrees or credentials, as well as traditional four-year students.

### Pre-requisite Courses for Health Administrative Services & Long-Term Care Administration

HTHS 1110	Biomedical Core I (4)
<b>AND</b>	
HTHS 1111	Biomedical Core II (4)
<b>OR</b>	
ZOOL LS1020	Human Biology (3)

HAS 3000	The Health Care System (3)
HTHS 1101	Medical Terminology (2)
ENGL 2010	Intermediate College Writing (3)
ACCT 2010	Survey of Accounting (3)
ECON 2010	Principles of Microeconomics (3)
MATH 1050	College Algebra (4)
NTM 1700	Computer & Information Literacy

## Health Services Administration Emphasis

(44 credit hours)

### Required Courses

HAS 3020	Health Care Marketing (3)
HAS 3150	Community Health Agencies & Services (3)
HAS 3230	Health Communication (3)
HAS 3240	Human Resource Develop. in Health Care (3)
HAS 3260	Health Care Admin. & Supervisory Theory (3)
HAS 3750	Health Care Financial Administration (3)
HAS 4320	Health Care Economics & Policy (3)
HAS 4400	Legal & Ethical Aspects of Health Admin. (3)
HAS 4741	Issues in Health Care Administration (3)
HAS 4860	Practicum/Internship (6)
HIM 2330	Classification Systems Topics & Reimbursement Issues (2)
HIM 3000	Computer applications in Health Care (3)
HIM 3200	Epidemiology and Biostatistics (3)
HIM 3300	Intro to Quality Improvement in Health Care (3)

### Elective Courses

(6 credit hours)

HTHS 2230	Pathophysiology (3)
HAS 3190	Cultural Diversity in Patient Education (3)
HAS 4410	Clinical Instruction Design & Evaluation (3)
HAS 4420	Clinical Instructional Skills (3)
HAS 4520	Long-term Care Administration (2)
HAS 4525	Health Facility Operations (1)
HAS 4620	International Health & Health Care (3)
HAS 4800	Individual Study (1- 3)
HAS 4990	Seminar (1)

*This is a sample of course requirements but not an academic contract with the specific department. Curriculum and program requirements are subject to change without notification.*

## Long-term Care Administration Emphasis

(47 credit hours)

### Required Courses

HAS 3020	Health Care Marketing (3)
HAS 3150	Community Health Agencies & Services (3)
HAS 3230	Health Communication (3)
HAS 3240	Human Resource Develop. in Health Care (3)
HAS 3260	Health Care Admin. & Supervisory Theory (3)
HAS 3750	Health Care Financial Administration (3)
HAS 4320	Health Care Economics & Policy (3)
HAS 4400	Legal & Ethical Aspects of Health Administration (3)
HAS 4520	Long-Term Care Administration (2)
HAS 4525	Health Facility Operations (1)
HAS 4741	Issues in Health Administration (3)
HAS 4860	Practicum/Internship (6)
HIM 2330	Classification Systems Topics & Reimbursement Issues (2)
HIM 3000	Computer Applications in Health Care (3)
HIM 3200	Epidemiology and Biostatistics (3)
HIM 3300	Intro to Quality Improvement in Health Care (3)

### Elective Courses

(6 credit hours)

HTHS 2230	Pathophysiology (3)
HAS 3190	Cultural Diversity in Patient Education (3)
HAS 4410	Clinical Instruction Design & Evaluation (3)
HAS 4420	Clinical Instruction Skills (3)
HAS 4620	International Health & Health Care (3)
HAS 4800	Individual Study (1-3)
HAS 4990	Seminar (1)
GERT 2220	Introduction to Social Gerontology (3)
GERT 3000	Death & Dying (3)
GERT 3120	Aging: Adaptation & Behavior (3)

### WSU General Education Requirements

General education requirements for BS degrees vary and are specified by each program. Students should consult with an advisor before selecting educational courses.

The Health Administrative Services programs at Weber State University are certified by the Association of University Programs in Health Administration.

*If you have a record of convicted criminal actions, it may affect your ability to complete the Health Administrative Services programs. Additionally, all applicants may be required to complete a drug screening prior to participating in their internship. If a background check reveals a history of convicted criminal actions or the drug screen reveals the presence of a non-prescribed controlled substance, then you may be unable to complete the program and will not be entitled to any refunds of tuition dollars or other fees.*