

# Master of Science in Health Care Administration

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## About This Program

The program in Health Care Administration is designed to provide graduate students an integrated, contemporary, and multidisciplinary education primarily for early and mid-careerists. Diverse topics are included in the curriculum, research and residencies to provide:

1. An understanding of the modern health industry
2. Knowledge, skills and abilities to assume administrative roles in various organizations in the health industry
3. Opportunities to develop leadership skills
4. Interactions with diverse specialists in the health industry to evaluate and resolve administrative problems

The Master of Science in Health Care Administration program is accredited by the Commission on Accreditation of Healthcare Management Education (CAHME).

## Competencies

1. Analytical Thinking: Upon completion of the program, the student will develop a deeper understanding of a situation, issue, or problem by breaking it down or tracing its implications step-by-step. It includes organizing the parts of a situation, issue, or problem systematically; making systematic comparisons of different features or aspects; setting priorities on a rational basis; and identifying time sequences, causal relationships, or if-then relationships.
2. Change Leadership: Upon completion of the program, the student will develop the ability energize stakeholders and sustain their commitment to changes in approaches, processes, and strategies.
3. Communication Skills 2 (Speaking & Facilitating): Upon completion of the program, the student will develop the ability to use spoken communications in formal and informal situations to convey meaning, build shared understanding, and productively move agendas forward.
4. Performance Measurement: Upon completion of the program, the student will develop the ability to understand and use statistical and financial metrics and methods to set goals and measure clinical as well as organizational performance; commits to and deploys evidence-based techniques.
5. Strategic Orientation: Upon completion of the program, the student will develop the ability to consider the business, demographic, ethno-cultural, political, and regulatory implications of decisions and develop strategies that continually improve the long-term success and viability of the organization.

## Admissions Criteria

Admission to the MS in Health Care Administration (HCAD) program is based upon the completion of the general admission requirements of Graduate Admissions. For HCAD program admission a score on the Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) and record of one's undergraduate academic performance are required. Students for whom English is not their native language must achieve a TOEFL score of at least 575 (paper-based) or 230 (computer-based). Applicants are encouraged to submit with their application a resume that highlights professional and personal accomplishments, linguistic abilities, computer expertise and leadership experience. A standardized test score (GMAT or GRE) will not be used as the sole criterion for admitting applicants or the primary criterion for denying an applicant's admission to the HCAD program.

Multiple criteria are used to make admission decisions. Quantitative measures include an applicant's GMAT or GRE scores and grade point average as calculated by Graduate Admissions. These measures are integrated into a formula, or index, that multiplies the grade point average by 200 and adds the total GMAT score. Index factors are weighed equally at the outset of applicant evaluation. A graduate grade point average is used in the index when it is 3.0 or above and is based on at least 24 semester hours. For unconditional admission, the applicant's composite total from the index must be 1050 or higher and items 1 through 5 above should strongly indicate potential for successful academic performance as a graduate health care administration student.

Along with grade point average and GMAT or GRE scores, admission criteria include the following:

1. GMAT or GRE sub scores (verbal and quantitative)
2. GMAT or GRE writing sample
3. Grades in specified undergraduate business and non-business courses (math, accounting, economics, statistics, for example)
4. Educational objectives and quality of written expression of the application essay
5. Letters of recommendation from three persons familiar with the applicant's academic background and/or work experience
6. Undergraduate Major
7. General and specific program accreditation status of degree granting institution
8. Professional work experience
9. Professional certification or licensure
10. A personal interview, at the discretion of the program advisor

## UNCONDITIONAL ADMISSION

The GMAT or GRE test may be waived for applicants with an earned graduate degree in an appropriate health care related discipline or profession.

The GMAT or GRE test may also be waived for applicants with five or more years of increasing responsibility in managerial, professional, and/or technical positions in the health care industry, and with a 3.0 grade point average on undergraduate work as calculated by Graduate Admissions; detailed work history required with application.

The GMAT or GRE test may also be waived for applicants who have (within the last 3 years) or will receive an undergraduate degree from UT Arlington with a GPA of 3.2 or higher, as calculated by the graduate school.

Students who are unconditionally admitted, have a minimum undergraduate grade point average of 3.0 as calculated by the Graduate School (or 3.0 at the graduate level), and enroll for a minimum of six semester credit hours will be eligible for available fellowship and/or scholarship support. A standardized test score (GMAT or GRE) will not be used as the sole criterion or the primary criterion for determining fellowship and/or scholarship eligibility.

## PROBATIONARY ADMISSION

For an applicant with an index score below 1050, probationary admission may be available when at least three items of 1 through 5 above strongly indicate potential for successful academic performance as a graduate health care administration student. Items 6 through 10 will also be used to identify positive indicators for admission. Probationary admission requires the student to maintain a 3.00 grade point average for the first two semesters of enrollment. Additionally, the student may be required to take deficiency courses.

## PROVISIONAL, DEFERRED AND DENIED ADMISSION

A provisional decision to admit may be granted when the applicant meets criteria for unconditional or probationary status, but one or more applicant credentials are incomplete. A deferred decision may be made when an applicant's file is not sufficiently complete to make an admit or deny decision.

For an applicant with an index score less than 1000 and other evidence that indicates lack of potential for academic success as a graduate health care administration student, admission will likely be denied. However, all applicant data will be carefully reviewed before an admission denial is made.

## Curriculum

HCAD 5301	HEALTH CARE ADMINISTRATION I	3
HCAD 5305	FINANCIAL ACCOUNTING FOR HEALTH CARE INDUSTRY	3
HCAD 5306	MANAGERIAL ACCOUNTING FOR HEALTH CARE INDUSTRY	3
HCAD 5316	HEALTH CARE FINANCE	3
HCAD 5310	HEALTH CARE LAW	3
HCAD 5315	STATISTICAL METHODS FOR HEALTH CARE ADMINISTRATORS	3
HCAD 5330	SERVICE MARKETING MANAGEMENT	3
HCAD 5333	ECONOMICS OF HEALTH	3
HCAD 5337	ETHICS, LEADERSHIP, AND TEAMWORK	3
HCAD 5340	HEALTH CARE STRATEGIC HUMAN CAPITAL	3
HCAD 5350	HEALTH CARE INFORMATION SYSTEMS	3
HCAD 5377	HEALTH CARE QUALITY ASSESSMENT	3
HCAD 5380	HEALTH CARE DATA ANALYTICS	3
HCAD 5390	STRATEGIC MANAGEMENT FOR HEALTH CARE ORGANIZATIONS	3
HCAD 5399	GRADUATE HEALTH CARE ADMINISTRATION INTERNSHIP	3
<b>Total Hours</b>		<b>45</b>

Together these courses provide the student with a general background in business and economics and industry relevant knowledge in all of the fundamental areas of managing health care organizations.

## Program Completion

### INTERNSHIP

The completion of an internship is a primary component of the program for students who do not have prior appropriate professional work experience in a health-related organization. The internship provides students the opportunity to acquire firsthand professional knowledge of and experience with the functioning of a health-related organization. The working internship requires the completion of 240 hours of approved work experience in a professional capacity and a final written report, related to the student's internship exposure, supervised by a member of the faculty of the degree program. The MS HCAD Advisor will provide overall supervision and coordination of the internship.

## RESIDENCE/INTERNSHIP SUBSTITUTE

A student who has substantial and acceptable work experience in a supervisory or professional position may qualify for the internship substitute. Work experience is approved by the MS HCAD Advisor. Accordingly, a student may request to complete either of the following options.

1. Design, conduct and complete a supervised research project, an effort equivalent in scope to three (3) hours of graduate research-oriented courses, that is highly relevant to the student's intended future professional focus in lieu of a working internship; the project will be supervised by at least one member of the faculty of the degree program.
2. Complete an approved graduate course with significant research content highly relevant for the student's intended future professional field of specialty.

## Advising Resources

Graduate program information, anticipated course offerings, student forms, and advisor contact information are available through the Office of Graduate Business Services.

### Location:

College of Business Building, Suite 107

### Email:

gradbiz@uta.edu

### Phone:

817-272-3004

### Web:

Graduate Business Advising Resources (<https://www.uta.edu/academics/schools-colleges/business/graduate-business-services/>)