

# HEALTH CARE ADMINISTRATION AND MANAGEMENT, BACHELOR OF SCIENCE (BS) - CONCENTRATION IN LONG- TERM CARE

## Program Learning Outcomes

- **Business Technology and Analytics:** Students will articulate an applied understanding of key quality improvement metrics and methods to support evidence-based practice guidelines including:
  - Demonstrate knowledge, skills and abilities to plan for and ensure the security, integrity, and privacy of data and confidentiality of the end user.
  - Demonstrate an ability to identify, aggregate, and summarize technical information for technical and non-technical personnel.
- **Communication and Relationship Management:** Students will demonstrate the ability to interact and communicate effectively by:
  - Presenting information in oral and written formats.
  - Collaborating effectively with others.
- **Financial Management and Economic Reasoning:** Students will demonstrate:
  - An ability to analyze, quantify, evaluate and determine the sound allocation of financial resources.
  - An ability to apply economic concepts for efficient allocation of scarce resources.
- **Healthcare Legal Environment and Ethics:** Students will be able to:
  - Recognize will ethical dilemmas in healthcare.
  - Recognize key healthcare legal and regulatory environment parameters.
  - Demonstrate discern viable options for ethical guided decision-making processes.
  - Demonstrate applied legal and regulatory reasoning.
- **Knowledge of the Healthcare Environment:** Students will demonstrate an accurate understanding of:
  - Health care system structures.
  - Reimbursement/payment models.
  - Factors associated with population health.
- **Organizational Dynamics:** Students will articulate an applied understanding of:
  - Organizational mission, vision, and culture.
  - Behaviors associated with organizational commitment and job performance.

## Academic Policies for Students in the Health Care Administration and Management (HCAM) Major

*Effective for all Health Care Administration and Management (HCAM) Majors beginning Fall 2021*

1. Policy for earning acceptable grades in the HCAM program:
  - a. A student must earn a grade of "C" or better in ALL Required Basic Courses (HCAM 230, HCAM 265, HCAM 275) and Required Upper-Level Courses (HCAM 305, HCAM 360, HCAM 400, HCAM 430, HCAM 450, HCAM 480, and HCAM 499).
  - b. A student must earn a grade of "C" or better in ALL non-HCAM major Requirements (ACCT 209, BUSA 340, ECON 312, HLTH 210, and MIS 210, STAT 152 or ECON 219/MGMT 219).
  - c. The HCAM curriculum is structured with pre-requisites. A student must earn a "C" or better in the pre-requisite course to be able to take the next course. See course catalog for pre-requisites.
  - d. If a student does not earn a "C" or better, they will be required to:
    - i. Retake the course
    - ii. They will be dropped from any course(s) in the following semester that requires a "C" or better as a pre-requisite (see course catalog for pre-requisites)
    - iii. Students will need to meet with their Academic Advisor and change their schedule accordingly
2. SRU has a *Repeat of Courses Policy* as follows and it can be found in the course catalog: **Repeat of Courses < Slippery Rock University (sru.edu)**
  - a. Students may attempt to improve their grade point average by repeating courses. The most recent grade earned is used in calculating the GPA even if the earlier grade was higher. If a passed course is repeated and failed (or NC), the student will lose both the grade points and credits previously earned. However, all grades will appear on the transcript. Courses in which a grade was earned at Slippery Rock University may not be repeated at any institution. A grade of W (withdraw) does not count as an earned grade. Students who repeat a course must do so using the same grading system under which they originally took the course. For example, a student who originally took a course graded A-F may not repeat the course on a P/NC, P/F, or audit basis. Students may not repeat a course by using any Credit by Examination program if they originally took the course on a graded A-F, P/NC, P/F, or audit basis. Undergraduate students will be limited to a maximum total of six repeats during their entire SRU academic career, excluding withdrawal grades. In addition, repeats of a single course will be limited to a maximum of two. This means, no single course may be taken more than three times (excluding withdrawal grades). The course repeat policy for post-baccalaureate students is the same as the undergraduate student policy.
3. Once the student has exceeded the *SRU Repeat of Courses Policy*, the student will have their major changed to Exploratory and HCAM Major courses will be removed from their schedule.
4. Additional costs associated with the HCAM major:
  - a. Lab fees will be collected for classes with a lab component. This fee enhances the University's ability to offer a high-quality program.
  - b. A student in the HCAM major may be required to purchase Student Professional Liability Insurance while enrolled in

HCAM 450 at their own cost. More information will be provided to students in the upper level HCAM courses.

- c. HCAM 450 Internship: Certain sites may require one or more of the following: physical examinations, record of immunizations, TB test, criminal background checks, drug testing, specific certifications for CPR/AED (e.g., American Heart Association), and HIPAA training. These may require additional costs for students. Fulfilling these requirements and obtaining appropriate documentation is the responsibility of the student.

## Related Links

Healthcare Administration and Management - Long-Term Care, BS Program Page (<https://www.sru.edu/academics/majors-and-minors/health-care-administration-and-management/>)

Healthcare Administration and Information Systems Department Page (<https://www.sru.edu/academics/colleges-and-departments/cob/school-of-business/healthcare-administration-and-information-systems/>)

Professional Licensure/Certification Page (<https://www.sru.edu/students/student-consumer-information/professional-licensure/>)

## Curriculum Guide

### GPA Requirement

- 2.0 GPA overall or higher to declare HCAM as major
- 2.0 GPA or higher in the major to graduate in HCAM
- 2.0 GPA or higher and instructor permission to apply for the internship

### Summary\*

| Code | Title                            | Hours |
|------|----------------------------------|-------|
|      | Rock Studies Requirements        | 42-43 |
|      | Other Basic Requirements         | 0-3   |
|      | Computer Competency              | 0-3   |
|      | Major/Concentration Requirements | 60    |
|      | Electives                        | 17    |

\* All undergraduate degree programs require a minimum of 120 credits. Some courses meet multiple requirements, but are only counted once toward the 120 credit total required to graduate.

### Rock Studies Requirements

| Code            | Title                              | Hours |
|-----------------|------------------------------------|-------|
| <b>The Rock</b> |                                    |       |
| SUBJ 139        | University Seminar <sup>1</sup>    | 3     |
| ENGL 102        | Critical Writing                   | 3     |
| ENGL 104        | Critical Reading                   | 3     |
|                 | Select one of the following:       | 3-4   |
| MATH 117        | Quantitative Reasoning             |       |
| MATH 123        | Introduction to Applied Calculus   |       |
| MATH 225        | Calculus I                         |       |
|                 | Select one of the following:       | 3     |
| COMM 200        | Civil Discourse: Theory & Practice |       |
| PHIL 110        | Ethics and Civil Discourse         |       |
| POLS 235        | Civil Discourse and Democracy      |       |
|                 | Subtotal                           | 15-16 |

### Integrated Inquiry

*Creative and Aesthetic Inquiry*

|                                                                                                                                                                                                            |                                  |   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---|
| Select 3 Credits ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> )               | 3                                |   |
| <i>Humanities Inquiry</i>                                                                                                                                                                                  |                                  |   |
| Select 3 Credits ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> )               | 3                                |   |
| <i>Social Science Inquiry</i>                                                                                                                                                                              |                                  |   |
| ECON 202                                                                                                                                                                                                   | Principles of Microeconomics     | 3 |
| <i>Natural Sciences Inquiry</i>                                                                                                                                                                            |                                  |   |
| SCI 101                                                                                                                                                                                                    | Science of Life                  | 3 |
| <i>Physical Sciences Inquiry</i>                                                                                                                                                                           |                                  |   |
| SCI 102                                                                                                                                                                                                    | Understanding the Physical World | 3 |
| Subtotal                                                                                                                                                                                                   | 15                               |   |
| <b>Thematic Thread</b>                                                                                                                                                                                     |                                  |   |
| Select 12 Credits ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> ) <sup>2</sup> | 12                               |   |
| <b>Total Hours</b>                                                                                                                                                                                         | <b>42-43</b>                     |   |

<sup>1</sup> Course offered in multiple subjects; cannot take course in first major subject.

<sup>2</sup> From at least 3 categories; no more than 6 credits from one department; 6 credits must be 300-level or above.

### Basic Math Requirement

Check with your adviser or a current degree audit report to see if you have been exempted from this course. The credit earned in this course will not be counted toward the 120 credit hour minimum needed to earn a degree.

| Code                                           | Title             | Hours      |
|------------------------------------------------|-------------------|------------|
| Complete one of the following:                 |                   | 0-3        |
| Meet required minimum SAT or ACT math score OR |                   |            |
| ESAP 110                                       | Beginning Algebra |            |
| <b>Total Hours</b>                             |                   | <b>0-3</b> |

### Computer Competency

| Code                                                                      | Title                                      | Hours      |
|---------------------------------------------------------------------------|--------------------------------------------|------------|
| Demonstrate "computer competency" by one of the following:                |                                            | 0-3        |
| Pass Computer Competency Exam OR                                          |                                            |            |
| Select one of the following at SRU or another post-secondary institution: |                                            |            |
| CPSC 100                                                                  | Introduction to Computing for Liberal Arts |            |
| CPSC 110                                                                  | Computer Concepts                          |            |
| CPSC 130                                                                  | Introduction to Computing and Programming  |            |
| PE 202                                                                    | Technology for Wellness                    |            |
| <b>Total Hours</b>                                                        |                                            | <b>0-3</b> |

### Major/Concentration Requirements

- 30 major credits must be taken at SRU or PASSHE
- 30 major credits must be taken at the 300 level or above

| Code                         | Title                                               | Hours |
|------------------------------|-----------------------------------------------------|-------|
| <b>Required Core Courses</b> |                                                     |       |
| ACCT 209                     | Financial Accounting <sup>1</sup>                   | 3     |
| BUSA 340                     | Legal Environment of Business <sup>1</sup>          | 3     |
| ECON 312                     | Critical Choices in Health Care Policy <sup>1</sup> | 3     |

|                                           |                                                                 |    |
|-------------------------------------------|-----------------------------------------------------------------|----|
| HCAM 230                                  | US Healthcare Systems <sup>1</sup>                              | 3  |
| HCAM 265                                  | Managed Care & Insurance                                        | 3  |
| HCAM 275                                  | Health Care Legal & Ethical Foundations <sup>1</sup>            | 3  |
| HCAM 305                                  | Health Care Quality & Process Improvement <sup>1</sup>          | 3  |
| HCAM 360                                  | Healthcare Organizational Dynamics <sup>1</sup>                 | 3  |
| HCAM 400                                  | Legal Environment of Healthcare <sup>1</sup>                    | 3  |
| HCAM 430                                  | Finance for Healthcare Organizations <sup>1</sup>               | 3  |
| HCAM 450                                  | Internship-Health Care Administration & Management <sup>1</sup> | 3  |
| HCAM 480                                  | Healthcare Value-Based Reimbursement Systems <sup>1</sup>       | 3  |
| HCAM 499                                  | Health Care Theory and Research Capstone Seminar <sup>1</sup>   | 3  |
| HLTH 210                                  | Introduction to Public Health <sup>1</sup>                      | 3  |
| MIS 210                                   | Productivity Software <sup>1</sup>                              | 3  |
| Select one of the following: <sup>1</sup> |                                                                 | 3  |
| ECON 219                                  | Business Analytics I                                            |    |
| MGMT 219                                  | Business Analytics I                                            |    |
| STAT 152                                  | Elementary Statistics I                                         |    |
| Subtotal                                  |                                                                 | 48 |

|                                               |                                                    |           |
|-----------------------------------------------|----------------------------------------------------|-----------|
| <b>Long-Term Care Management Core Courses</b> |                                                    |           |
| GERO 265                                      | Aging and the Older Person (Required) <sup>1</sup> | 3         |
| HCAM 425                                      | Long Term Care Management (Required) <sup>1</sup>  | 3         |
| Select two of the following:                  |                                                    | 6         |
| GERO 414                                      | Death and Dying <sup>1</sup>                       |           |
| GERO 465                                      | Seminar in Gerontology <sup>1</sup>                |           |
| HCAM 470                                      | Healthcare Practice Management                     |           |
| INDP 342                                      | Sociology of Aging <sup>1</sup>                    |           |
| RCTH 420                                      | Recreational Therapy for Older Adults <sup>1</sup> |           |
| HCAM 195                                      | Health Care Workshop <sup>1</sup>                  |           |
| HCAM 295                                      | Health Care Workshop <sup>1</sup>                  |           |
| HCAM 395                                      | Health Care Workshop <sup>1</sup>                  |           |
| HCAM 495                                      | Health Care Workshop <sup>1</sup>                  |           |
| HCAM 198                                      | Selected Topics <sup>1</sup>                       |           |
| HCAM 298                                      | Selected Topics <sup>1</sup>                       |           |
| HCAM 398                                      | Selected Topics <sup>1</sup>                       |           |
| HCAM 498                                      | Selected Topics <sup>1</sup>                       |           |
| <b>Total Hours</b>                            |                                                    | <b>60</b> |

<sup>1</sup> Course counts for 50% of Major requirements and Major GPA  
 \* Some courses may require pre-requisites. Please see course descriptions to determine if there are any pre-requisites for that specific course.

### Co-curricular and Experiential Learning

Students are encouraged to explore additional curricular and co-curricular opportunities. There is a strong correlation between long-term student success and participation in the following types of programs and activities:

1. International study programs (short-term, semester, and year-long)
2. High-Impact Practice (HIP) designated classes
3. Student-faculty research
4. Student leadership development

5. Service-learning classes
6. Career education and development
7. Internships
8. Volunteering in healthcare industry related settings
9. Job Shadowing

### Important Curriculum Guide Notes

This Curriculum Guide is provided to help SRU students and prospective students better understand their intended major curriculum. Enrolled SRU students should note that the My Rock Audit may place already-earned and/or in progress courses in different, yet valid, curriculum categories. Enrolled SRU students should use the My Rock Audit Report and materials and information provided by their faculty advisers to ensure accurate progress towards degree completion. *The information on this guide is current as of the date listed. Students are responsible for curriculum requirements at the time of enrollment at the University.*

PASSHE - Pennsylvania State System of Higher Education Institutions  
 HEALTH CARE ADMINISTRATION & MANAGEMENT - BS (2346)  
 Concentration in Long-Term Care (LTCA)  
 This program is effective as of Fall 2020  
 Revised 06.30.21  
 UCC 03.02.2021

### Recommended Four-Year Plan

| Course                                                                                                                                                                                                   | Title                                   | Hours        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------|
| <b>First Year</b>                                                                                                                                                                                        |                                         |              |
| <b>Fall</b>                                                                                                                                                                                              |                                         |              |
| HCAM 230                                                                                                                                                                                                 | US Healthcare Systems                   | 3            |
| ENGL 102                                                                                                                                                                                                 | Critical Writing                        | 3            |
| INDS 101                                                                                                                                                                                                 | FIRST Seminar *                         | 1            |
| SUBJ 139                                                                                                                                                                                                 | University Seminar <sup>1</sup>         | 3            |
| Select one of the following:                                                                                                                                                                             |                                         | 3            |
| COMM 200                                                                                                                                                                                                 | Civil Discourse: Theory & Practice      |              |
| PHIL 110                                                                                                                                                                                                 | Ethics and Civil Discourse              |              |
| POLS 235                                                                                                                                                                                                 | Civil Discourse and Democracy           |              |
| Select one of the following:                                                                                                                                                                             |                                         | 3-4          |
| MATH 117                                                                                                                                                                                                 | Quantitative Reasoning (RSP)            |              |
| MATH 123                                                                                                                                                                                                 | Introduction to Applied Calculus (RSP)  |              |
| MATH 225                                                                                                                                                                                                 | Calculus I (RSP)                        |              |
| <b>Hours</b>                                                                                                                                                                                             |                                         | <b>16-17</b> |
| <b>Spring</b>                                                                                                                                                                                            |                                         |              |
| HCAM 265                                                                                                                                                                                                 | Managed Care & Insurance                | 3            |
| ENGL 104                                                                                                                                                                                                 | Critical Reading                        | 3            |
| HLTH 210                                                                                                                                                                                                 | Introduction to Public Health           | 3            |
| SCI 101                                                                                                                                                                                                  | Science of Life                         | 3            |
| Creative & Aesthetic Inquiry ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> ) |                                         | 3            |
| <b>Hours</b>                                                                                                                                                                                             |                                         | <b>15</b>    |
| <b>Second Year</b>                                                                                                                                                                                       |                                         |              |
| <b>Fall</b>                                                                                                                                                                                              |                                         |              |
| HCAM 275                                                                                                                                                                                                 | Health Care Legal & Ethical Foundations | 3            |
| GERO 265                                                                                                                                                                                                 | Aging and the Older Person (LTC track)  | 3            |
| SCI 102                                                                                                                                                                                                  | Understanding the Physical World        | 3            |

|                                                                                                                                                                                                         |           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Humanities Inquiry ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> )          | 3         |
| Thematic Thread Requirement ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> ) | 3         |
| Declare a Thematic Thread <sup>4</sup>                                                                                                                                                                  |           |
| <b>Hours</b>                                                                                                                                                                                            | <b>15</b> |

**Spring**

|                                                                                                                                                                                                         |           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| HCAM 360 Healthcare Organizational Dynamics                                                                                                                                                             | 3         |
| MIS 210 Productivity Software                                                                                                                                                                           | 3         |
| STAT 152 Elementary Statistics I                                                                                                                                                                        | 3         |
| or ECON 219 or Business Analytics I                                                                                                                                                                     |           |
| or MGMT 219 or Business Analytics I                                                                                                                                                                     |           |
| Thematic Thread Requirement ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> ) | 3         |
| Free Elective (Recommend HCAM or in Minor)                                                                                                                                                              | 3         |
| <b>Hours</b>                                                                                                                                                                                            | <b>15</b> |

**Third Year**

**Fall**

|                                                                                                                                                                                                         |           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| HCAM 305 Health Care Quality & Process Improvement                                                                                                                                                      | 3         |
| ACCT 209 Financial Accounting                                                                                                                                                                           | 3         |
| BUSA 340 Legal Environment of Business                                                                                                                                                                  | 3         |
| Thematic Thread Requirement ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> ) | 3         |
| Long-term Care Elective: (Free of Select from Choose Two Long-Term Care Track Electives) <sup>3</sup>                                                                                                   | 3         |
| <b>Hours</b>                                                                                                                                                                                            | <b>15</b> |

**Spring**

|                                                                                               |           |
|-----------------------------------------------------------------------------------------------|-----------|
| HCAM 400 Legal Environment of Healthcare <sup>3</sup>                                         | 3         |
| HCAM 425 Long Term Care Management (LTC track) (S) <sup>3</sup>                               | 3         |
| HCAM 430 Finance for Healthcare Organizations                                                 | 3         |
| HCAM 480 Healthcare Value-Based Reimbursement Systems                                         | 3         |
| Long-term Care Elective: (Select from Choose Two Long-term Care Track Electives) <sup>4</sup> | 3         |
| <b>Hours</b>                                                                                  | <b>15</b> |

**Fourth Year**

**Fall**

|                                                                                                                                                                                                                       |           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| HCAM 450 or HCAM 499 Internship-Health Care Administration & Management <sup>2</sup><br>or Health Care Theory and Research Capstone Seminar                                                                           | 3         |
| ECON 202 Principles of Microeconomics                                                                                                                                                                                 | 3         |
| Thematic Thread Requirement (Upper Level) ( <a href="https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/">https://catalog.sru.edu/undergraduate/rock-studies/rock-studies-quick-guide/</a> ) | 3         |
| Free Elective (Recommend HCAM or in Minor) <sup>3</sup>                                                                                                                                                               | 3         |
| Free Elective (Recommend HCAM or in Minor) <sup>3</sup>                                                                                                                                                               | 3         |
| <b>Hours</b>                                                                                                                                                                                                          | <b>15</b> |

**Spring**

|                                                                                                                                             |   |
|---------------------------------------------------------------------------------------------------------------------------------------------|---|
| HCAM 499 or HCAM 450 Health Care Theory and Research Capstone Seminar <sup>2</sup><br>or Internship-Health Care Administration & Management | 3 |
|---------------------------------------------------------------------------------------------------------------------------------------------|---|

|                                                           |                |
|-----------------------------------------------------------|----------------|
| ECON 312 Critical Choices in Health Care Policy           | 3              |
| Free Elective (Recommended HCAM or in Minor) <sup>3</sup> | 3              |
| Free Elective (Recommended HCAM or in Minor) <sup>4</sup> | 3              |
| Free Elective (Recommended HCAM or in Minor) <sup>3</sup> | 3              |
| <b>Hours</b>                                              | <b>15</b>      |
| <b>Total Hours**</b>                                      | <b>121-122</b> |

<sup>1</sup> Course offered in multiple subjects; cannot take course in first major subject.

<sup>2</sup> Must have "Sufficient Academic Performance" and earn "C" or better in the course. Please refer to the Academic Policies for Students in the HCAM major.

<sup>3</sup> Course may have a prerequisite

<sup>4</sup> Work with your Academic Adviser to declare a Thematic Thread by the end of your fall semester in your second year. Click **here** to declare a thread.

\* Students are encouraged to take INDS 101 as a Free Elective.

\*\* This document is meant to serve as a guide. Some planners may show more than 120 credits because faculty have created flexibility in choosing courses. However, only 120 credits are required to obtain a degree. Please consult with your academic adviser and refer to your curriculum guide prior to registering for courses. This plan should be reviewed, and verified, by you and your academic adviser at least once each academic year.

Major Code: 2346

Concentration Code: LTCM

Revised: 06.30.21