

HEALTH SERVICES ADMINISTRATION

**AN INTERDEPARTMENTAL EMPHASIS OFFERED IN
CONJUNCTION WITH VARIOUS MASTERS DEGREES**

UNIVERSITY OF UTAH

The Governor Scott M. Matheson
Center for Health Care Studies
175 North Medical Drive East
Salt Lake City, UT 84132-5901
(801) 581-5619
Fax: (801) 585-3109
www.matheson.utah.edu/hsa

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PROGRAM DESCRIPTION

Dynamic and challenging are two words that best describe the health care industry today. Concerns about increasing financial pressures stemming from the steadily rising costs of technology and pharmaceuticals and decreasing revenues due to rapid growth in managed care and shrinking public budgets are on the minds of every health care administrator. Changes in service delivery, mergers, new alliances, and the shift in focus to population-based approaches to improving health are just a few of the transitions occurring each day in health care. The health services administrator who can meet the challenge of being a leader in this environment must possess unique administrative skills. The Health Services Administration (HSA) Program at the University of Utah is designed to equip students with such skills.

Health Services Administration (HSA) is an interdepartmental masters level program coordinated through the Office of the Senior Vice President for Health Sciences, the Senior Vice President for Academic Affairs, and the Governor Scott M. Matheson Center for Health Care Studies. It prepares students for administrative positions in policy and planning in both the public and private sectors.

Students in the HSA Program must be matriculated in one of the 10 participating masters degree programs, and concurrently pursue requirements of that degree program and the interdisciplinary HSA curriculum. Through this broad approach, students have access to instruction by more than 35 faculty in a number of specialty fields.

Upon successful completion of **both** sets of requirements, the student is awarded a diploma which indicates that the masters degree has been obtained in a particular discipline, as well as masters level training in the field of health services administration. For example, a master of business administration student's diploma and transcript read "Master of Business Administration/Health Services Administration." The dual credentials provide graduates with the breadth as well as depth needed for management roles in health services administration in today's changing health care environment.

The interdepartmental structure of the HSA Program at the University of Utah was conceived as an innovative way to train students in health services administration by drawing upon diverse courses and faculty at

the University rather than creating an entirely new department. In this form, the Program was approved by University officials and the State Board of Regents in 1984.

EMPLOYMENT OPPORTUNITIES

This is a broad program in Health Services Administration. The University of Utah HSA Program is not just directed at or limited to hospital administration. Graduates are prepared to work in positions in administration, policy, and planning in public and private health care institutions. Past graduates have been placed in diverse administrative positions. Examples include: marketing coordinator, CFO, national accounts manager, physician relations manager, medical staff quality manager, department head and program director within a university health center, hospital administrator, health care management consultant, unit supervisor in social services, clinic manager, director of quality assurance and utilization management, strategic planning and marketing analyst, quality improvement data analyst, director of ambulatory nursing, chief of medical services, commercial enrollment manager (HMO), project supervisor of AIDS education and prevention program, coordinator of medical volunteers, director of a state department of health bureau of health facility licensure, administrative officer in a retirement home, and administrative analyst.

The HSA Program office does not offer formal job placement services. The Program Director, graduate advisors and program faculty are willing to discuss career goals with students and, when possible, provide suggestions and in some cases, contacts, for internship, practicum, and permanent placement within the health care field. Additionally, students are encouraged to utilize the services available through the University of Utah Career Services located on campus in the Student Services Building.

PARTICIPATING MASTERS DEGREE PROGRAMS AND FACULTY REPRESENTATIVES

ANTHROPOLOGY (MA, MS)

Polly Wiessner, Ph.D. 581-5757
wiessner@soft-link.com

BUSINESS ADMINISTRATION (MBA)

Debra L. Scammon, Ph.D. 581-4754
mktdls@business.utah.edu

ECONOMICS (MA, MS)

Norman J. Waitzman, Ph.D. 581-7600
waitzman@econ.sbs.utah.edu

HEALTH PROMOTION AND EDUCATION (MS)

Richard B. Dwore, Ph.D. 581-8548
richard.dwore@health.utah.edu

MEDICAL INFORMATICS (MS)

Reed M. Gardner, Ph.D. 585-9428
reed.gardner@hsc.utah.edu

NURSING (MS)

Vanessa Laurella, Ph.D. 581-7228
vanessa.laurella@nurs.utah.edu

PHARMACY ADMINISTRATION (MS)

PUBLIC ADMINISTRATION (MPA)

Richard T. Green, Ph.D. 581-6781
rick.green@coppa.utah.edu

PUBLIC HEALTH (MSPH, MPH)

George L. White, Ph.D., M.S.P.H. 581-7234
george.white@hsc.utah.edu

SOCIAL WORK (MSW)

Larry L. Smith, D.S.W. 581-5103
lsmith@socwk.utah.edu

ADMISSION PROCEDURE

Students who wish to obtain further graduate level training in health services administration must make separate application to the University's interdisciplinary Health Services Administration (HSA) Program. In order to apply:

- The HSA applicant must be already matriculated or accepted for matriculation in a participating masters degree program at the University. (See page 3 for the list of participating masters programs.)
- The candidate must then apply separately for admission to the Health Services Administration Program by:
 1. submitting to the HSA Program Director a brief 1-2 page "Statement of Intent" outlining reasons for pursuing the Health Services Administration emphasis including related personal and professional experience and career goals, AND
 2. having a personal interview with the HSA Program Director.
- Candidates can be accepted into the HSA Program at any time during the year, either concurrently with their application to a participating masters program or after they have begun such a program. Students wishing to minimize the amount of additional time added to their masters program by the addition of the HSA emphasis are strongly encouraged to make application to the HSA Program at the start of their graduate studies.

FINANCIAL AID

The HSA Program does not have financial aid available specifically dedicated to HSA students.

Students are encouraged to contact directors of graduate studies in the various participating masters degree programs, the University's Financial Aid and Scholarships Office, or the Graduate Fellowships Office.

Currently there is fellowship support available for MBA/HSA students given by Blue Cross/Blue Shield of Utah. Occasional internships or

other graduate student support is available from the various participating departments.

PROGRAM CURRICULUM

The HSA curriculum is designed to prepare students to become health services administrators in a variety of organizations and is modeled after subject matter requirements stipulated by the Accrediting Commission on Education for Health Services Administration (ACEHSA).

Comprised of both required and elective courses, the curriculum allows students to design a course of study that fits their academic and career interests. Within each of the four major areas of the curriculum there are several required and elective courses. A student can use a given course to fulfill a requirement for both their masters degree and the Health Services Administration program (e.g., FPMD 6300, Introduction to Epidemiology, meets requirements of both the MPH and HSA programs).

Depending on the student's degree program and with careful planning, the HSA program adds from 2 to 4 semesters of study. Students are encouraged to work early with advisors from both programs in planning their coursework.

The 4 major areas of study of the HSA curriculum are:

- A. MANAGEMENT SKILLS
(6 courses)
- B. HEALTH CARE SERVICES
(2 courses)
- C. SOCIAL AND BEHAVIORAL SCIENCES
(3 courses)
- D. RESEARCH AND QUANTITATIVE SKILLS
(3 courses)

COURSES

Listed below are the courses of the HSA curriculum. Note that there are options in some categories. If only one course is listed in a category, then that specific course is required for all HSA students. Note further that certain courses will be charged at higher than "general graduate tuition" rates, particularly in the David Eccles School of Business and the College of Nursing. For tuition information in the School of Business, call 581-7785. For information about the College of Nursing, call 581-8798.

A. MANAGEMENT SKILLS (12.5-16.5 Semester Hours)

- 1. Accounting & Budgeting & Finance
 - 1.1 Finance A (choose one of the following):
 - a. ACCT 6000—Financial Accounting (3)
 - b. ACCT 6001—Managerial Accounting (1.5)
 - c. HEDU 5450*—Health Care Financial Management (3)
(*Students taking HEDU 5450, must also take POL S 6380 (see A.1.2 below).
 - 1.2 Finance B (choose one of the following):
 - a. Finance 6020—Financial Management (3)
(Prerequisite: ACCT 6000 or ACCT 6001)
 - b. POL S 6380—Public Budgeting and Finance (3)
- 2. Legal Aspects of Health Services Management (choose one of the following):
 - a. POL S 6230—Administrative Law (3)
 - b. FPMD 6603 or 6604—Law and Medicine I or II (2)
Note: This category is not required of MBA students.
- 3. Organizational Behavior (choose one of the following):
 - a. MGT 6051—Managing and Leading in Organizations (3)
 - b. MGT 5680—Human Behavior in Organizations (3)
 - c. POL S 6330—Practice of Public Management (3)
- 4. Management Information Systems (choose one of the following):
 - a. ACCT 6010—Management Information Systems (1.5)
 - b. NURS 6800—Intro to Clinical Informatics (2)

5. Marketing Skills (this course required)
MKTG 6550—Marketing for Health Professionals (2)

B. HEALTH CARE SERVICES (4-5 Semester Hours)

1. Health Care Systems (choose one of the following):
 - a. HEDU 5100—Health Care in the United States (3)
 - b. HEDU 6790—Health Services Administration (3)
 - c. FPMD 6401—Health Policy and Managed Care (2)
 - d. NURS 6002—Health Care Delivery (2)
2. HSA Capstone Seminar (this course required)
POL S 6880—Health Services Administration Seminar (2)
Note: This course should be taken no sooner than the year the student will graduate.

C. SOCIAL AND BEHAVIORAL SCIENCES (8 Semester Hours)

1. Health Economics (this course required)
ECON 6190—Health Economics (3)
2. Health Policy (this course required)
POL S 6321—Health Policy (3)
3. Health Behavior (this course required)
FPMD 6600—Social Context of Medicine and Public Health (2)

D. RESEARCH AND QUANTITATIVE SKILLS (8-9 Semester Hours)

1. Statistics
One (or more) graduate level course(s) in statistics or research methods and design, as required by the student's degree program. Courses that apply:
 - a. ED PS 6010—Introduction to Statistics & Research Design (3)
 - b. NURS 6000—Scholarly Inquiry (3)
 - c. POL S 6290—Quantitative Methods in Public Admin. (3)
 - d. MGT 6040—Data Analysis & Decision Making (3)
 - e. SOC 6120—Statistics I (3)
 - f. SO WK 6412—Critical Utilization of Research (3)
 - g. SO WK 6441—Advanced Research I in Health (2)
 - h. SO WK 6442—Advanced Research II in Health (2)
 - i. ECON 7001—Quantitative Methods I (3)

- j. ECON 7002—Quantitative Methods II (3)
- k. FPMD 6100—Introduction to Biostatistics (3)

2. Epidemiology (this course required):
FPMD 6300—Introduction to Epidemiology (3)
3. Program Evaluation (choose one of the following):
 - a. HEDU 6080—Health Educ. Prog. Planning & Evaluation (3)
 - b. NURS 6003—Program Planning and Development (3)

LIMITATIONS ON CREDIT

Credit earned by nonmatriculated students may or may not apply to a graduate degree program. Graduate programs are designed and approved by faculty committees assigned to supervise each graduate student. Decisions on accepting course credit are made initially by these supervisory committees. Nonmatriculated credit that can be applied toward a graduate degree is limited to nine semester hours. Applying more than nine hours of nonmatriculated work to the degree requires approval of the dean of The Graduate School. Correspondence or home-study courses are not eligible for graduate credit. Students may not register for CR/NC courses in their major departments unless a course in the major department is offered only on a CR/NC basis.

STUDENTS AND GRADUATES

As of July 2001, there are 32 matriculated HSA students from several different masters degree programs. Since December 1985 there have been more than 130 graduates.

HSA PROGRAM POLICY ON COURSE WAIVERS AND SUBSTITUTIONS

After consultation with the HSA Program Director, a student may be allowed to waive or substitute other coursework for up to 2 courses but for no more than a total of 8 semester hours. Students may be granted waivers or substitutions or both, but the combined total must equal no more than 2 courses or 8 semester hours, whichever is less.

Requests must be in writing and approval requires the signature of both student and the HSA Program Director.

Substitutions for courses will be sought first, before a waiver is granted.

Rationale & Definition Occasionally students may request to have a required course waived or to substitute one course for another. This may occur if the student has taken a course or its equivalent prior to entering the HSA program, or, in rare circumstances when unavoidable scheduling problems occur after admission to the program.

SUBSTITUTION

When a substitution is granted, the student does not take the specific course listed in the HSA curriculum during the period of time that he/she is enrolled as a Masters/HSA student, but does substitute another course taken either at the University of Utah or another institution of higher learning, provided that the student has obtained approval from the HSA Program Director in advance of taking the substitute course, or, in the case of transferring credit, at the time of admission to the program.

WAIVER

When a waiver is granted, the student does not take the specific course listed in the HSA curriculum during the period of time that he/she is enrolled as a Masters/HSA student and no other course is taken in place of the course. In such cases, the student's total number of credit hours applied toward the HSA is less than the required total by the number of hours waived. A waiver will not be granted until opportunities for substituting other coursework have been explored and deemed not appropriate or feasible.

HSA CURRICULUM FACULTY

The faculty of the HSA Program is composed of those who teach courses in the HSA curriculum, both in participating departments as well as in other departments offering courses included in the curriculum; and faculty members from participating masters programs who are available for consultation and supervisory functions.

Alder, Steve (FPMD 6100 "Introduction to Biostatistics") B.S., 1992, M.S., 1996; Candidate for Ph.D. (expected in 2000), University of Utah.

Allen, Robert D. (ACCT 6000 "Financial Accounting") Assistant Professor. B.S., 1986, Brigham Young University; M.A., 1986, Brigham Young University; Ph.D., 1992, Michigan State University.

Baird, Brad (MGT 6040 Data Analysis and Decision Making") Assistant Professor. Bachelor of University Studies in Applied Mathematics, 1983, University of Utah; M.S., 1986, University of Utah; M.S., 1991, University of Arizona Tucson.

Bakhsheshy, Abe (MGT 5680 "Human Behavior in Organizations") Adjunct Assistant Professor. B.A., 1973, University of Tehran; Ph.D., 1983, University of Utah.

Diekman, Tina (MGT 6051 "Managing and Leading in Organizations") Associate Professor of Management. A.B., 1987, Harvard University; M.S., 1992, Northwestern University; Ph.D., 1994, Northwestern University.

Dwore, Richard B. (HEDU 5450 "Health Care Financial Management," HEDU 5100 "Health Care in the United States," HEDU 6790 "Health Services Administration," HEDU 6080 "Health Education Program Planning and Evaluation") Associate Professor. B.S., 1965, Union College-Schenectady; M.S., 1967, University of Iowa; Ph.D., 1971, University of Iowa.

Erturk, Korkut (ECON 7002 "Quantitative Methods II") Assistant Professor of Economics. B.A., 1982, New York University; Ph.D., 1992, New School for Social Research.

Field, Rosemary B. (NURS 6003 "Program Planning and Development") Assistant Professor. B.S., 1979, University of the Phillipines; M.S., 1989, University of Utah.

Gardner, Michael K. (ED PS 6010 "Introduction to Statistics and Research Design") Professor of Educational Psychology. A.B., 1976, Stanford University; M.S., 1978, Yale University; M. Phil., 1980, Yale University, Ph.D., 1982, Yale University.

Grosser, Mark (MGT 5680 "Human Behavior in Organizations") Adjunct Instructor. B.A., 1987, Reed College; M.B.A., 1990, Brigham Young University.

Hammer, Douglas J. (FPMD 6401 "Health Policy and Managed Care Systems") Associate Professor of Family and Preventive Medicine. B.S., 1970, University of Utah; M.P.H., 1972, University of Michigan; J.D., 1976, University of Utah.

Huefner, Robert P. (POL S 6321 "Health Policy") Professor of Political Science. B.S., 1958, University of Utah; M.S., 1960, Massachusetts Institute of Technology; D.B.A., 1972, Harvard University.

Keele, Reba (MGT 5680 "Human Behavior in Organizations") Professor of Management. B.S., 1963, Brigham Young University; M.A., 1966, Brigham Young University; Ph.D., 1974, Purdue University.

Kuo, Wen (SOC 6120 "Statistics I") Professor of Sociology. B.A., 1962, Tunghai University; M.A., 1968, State University of New York, Buffalo; Ph.D., 1971, Johns Hopkins University.

LaPolla, Ann E. (FPMD 6603 "Law and Medicine I," FPMD 6604 "Law and Medicine II," FPMD 6600 "Social Context of Medicine & Public Health") Instructor of Family and Preventive Medicine. B.S., 1979, Utah State University; B.S.N., 1983, J.D., 1990, M.P.H., 1995, University of Utah.

Laurella, Vanessa Brown, Graduate Program Director, Patient Care Services Administration; Assistant Professor of Nursing (Clinical). B.S., 1980, Idaho State University; M.S., 1986, University of Utah; Ph.D., 1996, University of Utah.

Levin, Daniel (POL S 6230 "Administrative Law") Assistant Professor. B.A., 1985, University of Wisconsin-Madison; M.A., 1988, University of North Carolina at Chapel Hill; Ph.D., 1993, University of Wisconsin-Madison.

Linebarger, Laura (ECON 6190 "Health Economics") Visiting Assistant Professor. B.S., 1989, University of Utah; Ph.D., 1998, University of Utah.

Lozada, Gabriel A. (ECON 7001 "Quantitative Methods I") Associate Professor of Economics. B.S., 1981, Louisiana State University; M.S., 1983, Stanford University; Ph.D., 1987, Stanford University.

Lyon, J. Lynn (FPMD 6300 "Introduction to Epidemiology") Professor of Family and Preventive Medicine. B.S., 1964 University of Utah; M.D., 1967, University of Utah; M.S., 1969, Harvard University.

Nakao, Gary (POL S 6290 "Quantitative Methods in Public Administration") Adjunct Assistant Professor of Political Science. B.S., 1968, University of Utah; M.S.W., 1970, University of Utah; M.B.A., 1984, University of Utah; Ph.D., 1974, University of Utah.

Okuysen, Gerardo (MGT 6051 "Managing and Leading in Organizations") Assistant Professor of Management, B.S., 1990, California Polytechnic State University; M.S., 1991, California Polytechnic State University; M.S., 1994, Stanford University; Ph.D., 1974, Purdue University.

Parkes, S.J. (POL S 6330 "Practice of Public Management") Visiting Assistant Professor. B.A., 1992, University of Wyoming; M.P.A., 1996, University of Wyoming; D.P.A., 2000, Arizona State University.

Randall, Taylor (ACCT 6001 "Managerial Accounting") Assistant Professor of Accounting. B.A., 1990, University of Utah; M.B.A., 1994, University of Pennsylvania, Ph.D., 1999, University of Pennsylvania.

Scammon, Debra L. (MKT 6550 "Marketing for Health Professionals") Associate Dean and Professor of Marketing. B.S., 1971, California State University Norethridge; M.S., 1973, University of California-Los Angeles; Ph.D., 1977, University of California-Los Angeles.

Simpson, R.B. (POL S 6330 "Practice of Public Management") Adjunct Associate Professor of Political Science. B.S., 1970, Colorado College; M.S., 1978, University of Utah; Ph.D., 1973, University of Utah.

Smith, Larry L., Professor of Social Work. B.S., 1970, University of Utah; M.S.W., 1972, University of Utah; D.S.W., 1974, University of Utah.

Sondak, Harris (MGT 6051 "Managing and Leading in Organizations") Associate Professor of Management. B.A., 1982, University of Colorado-Boulder; Ph.D., 1990, Northwestern University.

Sperry, Richard J., (POL S 6880 "Health Services Administration Capstone Seminar") Professor of Anesthesiology, Adjunct Professor of Economics, Adjunct Professor of Political Science. B.A., B.A., 1979, University of Utah; M.D., 1983, University of Utah; M.S., 1994, University of Utah; Ph.D., 1995, University of Utah.

Squire, Cindy (NURS 6000 "Scholarly Inquiry") Clinical Instructor. B.S., 1991, University of Utah; M.S., 1996, University of Utah.

Stewart, Marilyn L. (NURS 6002 "Health Care Delivery") Associate Professor (Clinical). B.S., 1967, University of Utah; M.S., 1978, University of Utah; M.B.A., 1992, University of California at Irvine.

Tom-Orme, Lillian (FPMD 6600 “Social Context of Medicine and Public Health”) Research Assistant Professor, Family and Preventive Medicine, Health Research Center. R.N., 1977, University of Utah; M.S., 1981, University of Utah; Ph.D., 1988, University of Utah; M.P.H., 1996, University of Utah; F.A.A.N., 1998, American Academy of Nursing.

Waitzman, Norman J. (ECON 6190 “Health Economics”) Associate Professor of Economics. B.A., 1978, Swarthmore College; Ph.D., 1988, American University.

Wardell, Don G. (MGT 6040 “Data Analysis & Decisionmaking”) Associate Professor of Management. B.S. 1985, University of Utah; M.S., 1987, University of Utah; Ph.D., 1990, Purdue University.

White, George L., Jr., Professor and Director, Public Health Programs. B.S., 1978, University of Utah; M.S.P.H., 1981, University of Utah; Ph.D., 1987, University of Utah.

Wiessner, Polly, Professor of Anthropology/Lecturer. Ph.D., 1977, University of Michigan, Ann Arbor.

Zuhl, Michael (POL S 6380 “Public Budgeting and Finance”) Adjunct Professor of Political Science. B.S., 1973, University of Utah; M.P.A., 1979, University of Utah.

FOR FURTHER INFORMATION CONTACT

Sue Dean
Executive Assistant

HSA Program
Matheson Center for Health Care Studies
University of Utah
175 North Medical Drive East
Salt Lake City, UT 84132-5901
(801) 581-5619; Fax: (801) 585-3109
Email: sue.dean@hsc.utah.edu

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