

# BS IN HEALTH SERVICES ADMINISTRATION

Units required for Major: 53-55

Total units required for BS: 120

## Program Description

The academic area of study in Health Services Administration in the Department of Public Health is part of the College of Health and Human Services. Students pursue a Health Services Administration degree to gain specialization and job skills applicable to the management and administration, research, human resources, and policies in the context of healthcare services. The faculty supports the idea of focused academic preparation such that Health Services Administration BS graduates will have job appeal in their chosen professional field and are competitive applicants for postbaccalaureate/graduate programs.

Students can expect to be involved both in class and field experiences, to prepare students to for management and administrative roles in public, not-for-profit, and private health care settings. Graduates from this program will gain skills in marketing, finance, Human Resources, working knowledge of healthcare and health services operations, information systems, statistical analysis, quality improvement, and ethics. Furthermore, this program will prepare students to enter the workforce with the ability to engage with diverse populations in the role of managers and administrators of health services.

The Health Services Administration BS program at Sacramento State is a highly sought-after degree. Due to the large number of applications, the program has a pre-major status. Students wishing to become Health Services Administration majors must complete a series of required lower division courses in order to be eligible to declare the major. Students should check the Department website (<https://www.csus.edu/college/health-human-services/public-health/>) for requirements and speak with the Public Health academic advisor to help with their academic plans.

**Note:** Students graduating with a BS in Health Services Administration will not be subject to the University's Foreign Language Graduation Requirement. Students who change major may be subject to the University's Foreign Language Graduation Requirement.

## Pre-Major Requirements

Freshman or transfer students interested in the Health Services Administration Major are admitted as Pre-Major Health Services Administration students.

To change to a Health Services Administration Major, all students are required to complete the follow grade and course requirements and submit a Declaration of Major form to the Public Health Department along with transcript copies:

1. An overall GPA of 2.5 and be in good academic standing.
2. Completion of the Pre-Major Required Courses with a "C" or better in each course. Only first or second attempts will be considered.
3. Completion of more than 45 units.

## Additional Information

**Repeat Policy:** Health Services Administration Majors can only repeat Health Services Administration courses one time if they receive less than a "C." Students must meet with their academic advisor before petitioning the department to repeat the course. Refer to the Repeat Policy section of the Sacramento State Catalog for additional information.

**Credit by Examination:** A student who seeks course credit by examination is to enroll in the course to be challenged. No course may be challenged after the first two weeks of the semester. The instructor of the course will conduct an assessment of the student's readiness for the challenge for credit examination. Refer to Credit by Examination section of the Sacramento State Catalog.

**Advising:** It will be necessary to work very closely with an advisor to complete the BS degree in a timely manner. Therefore, the faculty strongly recommends that all Health Services Administration students consult with an advisor prior to enrollment for any course. This procedure should be followed each semester.

## Program Requirements

Code	Title	Units
<b>Pre-Major Required Courses (9 Units)</b>		
ACCY 1	Accounting Fundamentals	3
ECON 1A	Introduction to Macroeconomic Analysis	3
or ECON 1B	Introduction to Microeconomic Analysis	
STAT 1	Introduction to Statistics <sup>1</sup>	3
<b>Required Lower Division Courses (3 Units)</b>		
PUBH 50	Healthy Lifestyles	3
<b>Required Upper Division Courses (30 Units)</b>		
PUBH 118	Introduction to Public Health	3
PUBH 124	Ethical Considerations in Public Health	3
PUBH 147	Health Data Analysis	3
PUBH 148	Epidemiology	3
PUBH 151	Introduction to the U.S. Healthcare System	3
PUBH 152	Healthcare Systems and Operations	3
PUBH 153	Administration of Healthcare Organizations	3
PUBH 154	Healthcare Organizational Behavior	3
PUBH 155	Introduction to Healthcare Process Improvement	3
MGMT 102	Business Communications	3
<b>Interpersonal Skill Building Electives: (11-13 Units)</b>		
<i>Choose 4 courses from the following:</i>		11
		-
		13
PUBH 195	Fieldwork - Health or Safety (2 - 4 Units)	
PUBH 196A	Public Health International Study Abroad (3 Units)	
HROB 101	The Management of Contemporary Organizations (3 Units)	
HROB 151	Management of Human Resources (3 Units)	
HROB 159	Special Topics in Organizational Behavior (3 Units)	
COMS 116	Intercultural Communication (3 Units)	
PHIL 104	Bioethics (3 Units)	
<b>Total Units</b>		<b>53-55</b>

<sup>1</sup> Course also satisfies General Education (GE)/Graduation Requirement.

General Education Requirements<sup>1</sup>

Code	Title	Units
<b>Area A: Basic Subjects (9 Units)</b>		
A1 - Oral Communication		3
A2 - Written Communication		3
A3 - Critical Thinking		3
<b>Area B: Physical Universe and Its Life Forms (6 Units)</b>		
B1 - Physical Science <sup>2</sup>		0
B2 - Life Forms		3
B3 - Lab (Note: Lab experience to be taken with one of the following: B1, B2 or B5 <sup>2</sup> )		0
B4 - Math Concepts <sup>2</sup>		0
B5 - Additional Course (Any B to reach 12 units) - Take upper-division course to complete Area & upper division requirements.		3
<b>Area C: Arts and Humanities (12 Units)</b>		
C1 - Arts		3
C2 - Humanities		3
C1/C2 - Area Course C		3
C1/C2 - Area C Course - Take upper-division course to complete Area & upper division requirements.		3
<b>Area D: The Individual and Society (3-6 Units)</b>		
Area D Course		3
Area D Course <sup>2</sup>		0
Area D Course - Take upper-division course to complete Area & upper division requirements. <sup>3</sup>		0 - 3
<b>Area E: Understanding Personal Development (3 Units)</b>		
Area E Course		3
<b>Area F: Ethnic Studies (3 Units)</b>		
Area F Course		3
<b>Total Units</b>		<b>36-39</b>

<sup>1</sup> To help you complete your degree in a timely manner and not take more units than absolutely necessary, there are ways to use single courses to meet more than one requirement (overlap). For further information, please visit the General Education page (<http://catalog.csus.edu/colleges/academic-affairs/general-education/>).

**Note:** There is no way to list all possible overlaps so please consult with a professional advisor. The Academic Advising Center can be visited online (<http://www.csus.edu/acad/>), by phone (916) 278-1000, or email ([advising@csus.edu](mailto:advising@csus.edu)).

<sup>2</sup> Required in Major; also satisfies GE.

<sup>3</sup> Department offers students a "select from the following option":

- If student chooses to take PHIL 104 or SWRK 151, they will meet upper division Area D.

Race and Ethnicity in American Society (RE)	3
Foreign Language Proficiency Requirement <sup>2</sup>	0

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<sup>2</sup> If not satisfied before entering Sacramento State, it may be satisfied in General Education Area C2 (Humanities). "C- or better required." The alternative methods for satisfying the Foreign Language Proficiency Requirement are described here: <https://www.csus.edu/college/arts-letters/world-languages-literatures/foreign-language-requirement.html>  
**Note:** Students with a declared major of BS in Public Health (Occupational Health and Safety), BS in Public Health (Health Care Administration), or BS in Public Health (Community Health Education) are exempt from the Foreign Language Graduation Requirement.

Graduation Requirements<sup>1</sup>

Code	Title	Units
<b>Graduation Requirements (required by CSU) (9 Units)</b>		
American Institutions: U.S. History		3
American Institutions: U.S. Constitution & CA Government		3
Writing Intensive (WI)		3
<b>Graduation Requirements (required by Sacramento State) (6 Units)</b>		
English Composition II		3