

BACHELOR OF SCIENCE IN HEALTH CARE ADMINISTRATION

SCHOOL OF HEALTH SCIENCES

PUT YOUR TALENT TO WORK AS A HEALTH CARE ADMINISTRATOR.

Kaplan University's Bachelor of Science in Health Care Administration program is designed to help graduates pursue a variety of careers in the health care industry.¹ Students have the opportunity to apply the principles of health care administration in the development of administrative, ethical, and professional skills that are relevant to entry- and mid-level positions in the field.

Kaplan University's goal is to create a dynamic environment for online learning. Our technology and course delivery methods allow you to access our user-friendly classes virtually anywhere you have an Internet connection.

WHAT'S INSIDE:

- ▶ Career Outcomes
- ▶ Curriculum Highlights
- ▶ Kaplan University Overview

To enroll, call your Admissions Advisor today. For more information, visit studentcenter.kaplan.edu.

A different school of thought.®



**KAPLAN
UNIVERSITY**

IS NOW THE RIGHT TIME TO JOIN THE HEALTH CARE FIELD?

It could be. As the structure of the health care industry evolves, health care management professionals face the challenge of improving the efficiency and quality of care while controlling costs.² A bachelor's degree in health care administration could help you develop the skills to pursue an entry-level health care management position.¹

According to the Bureau of Labor Statistics, national long-term job growth for medical and health services managers, which includes assistant administrators, is expected to be 16 percent from 2008 through 2018, which is faster than the average for all occupations.²

Pursue a Bachelor of Science in Health Care Administration from Kaplan University and prepare to make the most of your talent and these industry trends.



A BACHELOR'S DEGREE COULD LEAD TO A REWARDING CAREER.

Are you interested in pursuing a career in health administration within local, state, and federal government, or in private industry? The Bachelor of Science in Health Care Administration program is designed to emphasize foundational knowledge and skills as well as overall concepts, values, research methods, and applications relevant to the field.

Career outcomes for graduates of this program could include, but are not limited to, health services administrator, assistant health care manager, clinical manager, health care representative, operations manager, and health care marketing manager.

POSSIBLE CAREER OPPORTUNITIES AND DAY-TO-DAY ACTIVITIES INCLUDE:¹

- **Assistant Health Care Administrator**—Oversee certain areas or activities of the health care operation. Aid top administrators and handle daily decisions. Help formulate business strategies and coordinate day-to-day business in a health care facility.
- **Assistant Clinical Manager**—Help establish and implement policies, objectives, and procedures for a department. Aid the top manager in evaluating personnel and work quality. Develop reports and budgets. Coordinate activities with other managers.
- **Medical Records Administrator**—Help establish and implement policies, objectives, and procedures for a department. Handle budget and staffing matters.



REAL-WORLD KNOWLEDGE TO HELP YOU PURSUE REAL-WORLD SUCCESS

Students enrolled in Kaplan University's **Bachelor of Science in Health Care Administration** program have the opportunity to develop knowledge in core health care administration topics from a comprehensive curriculum taught by working practitioners.

An accelerated **Master of Health Care Administration** or **Master of Public Health** option is available if you enroll in the Bachelor of Science in Health Care Administration program. If you meet specified criteria and wish to continue on to pursue a Kaplan University master's degree, you may complete up to five graduate-level courses in place of undergraduate open electives. Once accepted to your master's degree program, you may matriculate into a shortened version of the graduate program.

The Bachelor of Science in Health Care Administration program curriculum emphasizes:

- Demonstration of sound foundational knowledge and understanding of principles and practice in health care regarding administration, management, law, economics, and policy
- Demonstration of competency in industry-specific knowledge and skills related to research methods, critical thinking, and problem solving in health care settings
- Application of the principles of management needed to work in teams, build cross-functional teams, and facilitate collaborative decision making
- Application of best practices in decision making within the functional areas of health care management
- Understanding of the forces impacting health delivery systems and the effective and efficient management of health care

Program Detail

Bachelor of Science in Health Care Administration

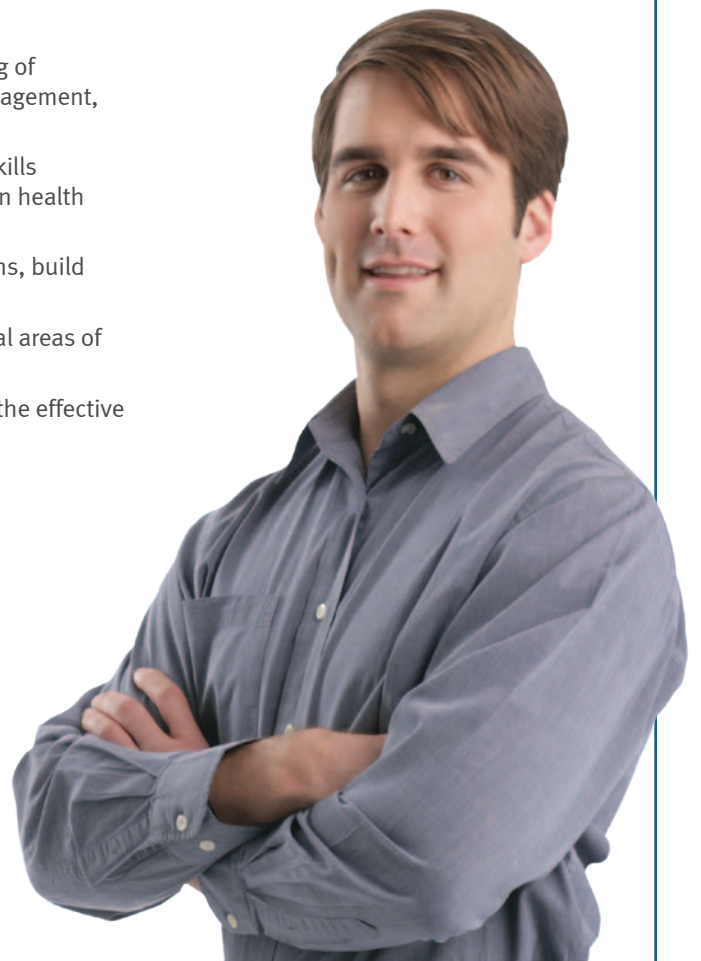
- Credit Hours: 180

Accelerated Master of Health Care Administration Option

- Credit Hours: 180 for the Bachelor of Science in Health Care Administration; minimum of 32 for the Master of Health Care Administration

Accelerated Master of Public Health Option

- Credit Hours: 180 for the Bachelor of Science in Health Care Administration; minimum of 40 for the Master of Public Health



HERE IS WHAT ONE STUDENT HAD TO SAY

Kelly Nelson³

- School of Health Sciences Graduate

“It is definitely challenging to complete the classes online because you have to be very disciplined. You have to be very organized. And you have to keep a schedule. I think that helped me prepare for the real world because, as a health and fitness coordinator, I'm a one-woman show. I'm the one in charge of making my schedule and making sure everything gets done. And, because of my experience with Kaplan University, I was able to learn from that and use it in the real world.”

KAPLAN UNIVERSITY—A DIFFERENT SCHOOL OF THOUGHT[®]

WE STAND BEHIND OUR ACADEMIC QUALITY AND ENCOURAGE YOU TO TAKE OUR FIVE WEEK TRIAL.

We are committed to your education, your goals—you. Only at Kaplan University can you take the first 5 weeks of class to try a degree program for yourself with no tuition obligation.

It's simple. You'll attend real classes for real credits. After an introductory period, if you decide we're right for you, and you meet our academic standards and other requirements, you'll continue on. If not, your obligation ends there. There's no tuition cost or other financial obligation, except for the nonrefundable application fee.⁴

WHY KAPLAN UNIVERSITY?

Our programs are designed to offer you the freedom to grow and pursue your goals. We offer:

- Online classes that allow you to study virtually anytime, anywhere you have an Internet connection.
- Personal Advisors to help you select the courses to meet your goals.
- Reduced tuition rates for active-duty servicemembers and veterans.
- Scholarships for eligible Kaplan University students.
- A portfolio development course that could help translate your work and life experiences into college credit.⁵

Other Programs

In addition to this program, Kaplan University also offers:

- › Bachelor of Science in Public Health
- › Bachelor of Science in Health Science
- › Bachelor of Science in Health and Wellness
- › Bachelor of Science in Nutrition Science

Note From Dean

“Education is about opportunity, and a health sciences education offers you the opportunity to gain exposure to a rapidly changing field. At Kaplan University's School of Health Sciences, we are committed to providing the training and skills you need to begin or advance a career in the health field. I hope you will join us.”

Ginger Cameron

Ginger Cameron
Dean, School of Health Sciences



To enroll, call your Admissions Advisor today. For more information, visit studentcenter.kaplan.edu.

IMPORTANT INFORMATION—PLEASE READ

For comprehensive consumer information, visit online.kaplanuniversity.edu/consumer_info.aspx.

¹Kaplan University's programs are designed to prepare graduates to pursue the stated positions, which have varying responsibilities. However, the University does not guarantee that graduates will be placed in any job, equipped to perform all the tasks noted, or eligible for job advancement opportunities. Additional training or certification may be required. In addition, job titles and responsibilities may vary from organization to organization.

²Source: Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2010-11 Edition, Medical and Health Services Managers, on the Internet at www.bls.gov/oco/ocos014.htm. National long-term projections may not reflect local and/or short-term economic or job conditions, and do not guarantee actual job growth.

³Individual is not a graduate of the program advertised. Views and opinions stated herein are the individual's and not necessarily those of Kaplan University. Individual student schedules and experiences may vary. This testimonial was solicited by Kaplan University.

⁴Classes will count toward a student's degree if satisfactorily completed. No credits are earned if the student withdraws during the introductory period. The introductory period is five weeks, and begins on day one of the student's first academic term. If at any point during the introductory period a student chooses to opt out, he or she will have no other obligation to the University except for the application fee. Only available to new students; continuing students are not eligible. Additional terms may apply to international students and non-U.S. citizens.

⁵Kaplan University does not guarantee the transferability of credit. See University Catalog for Prior Learning Assessment Policy.