

# MASTER OF SCIENCE IN HEALTH SERVICES ADMINISTRATION

The Master of Science in Health Services Administration degree prepares graduates for a variety of roles in health services management and administration. Employment settings include hospitals, other health care facilities, medical group practices, health care management companies, state and federal agencies, health consulting, health policy, technology firms, and educational institutions. The curriculum is offered in an online format and is designed to build on an undergraduate foundation in health care management and/or prior health care experience. With minimal introductory content, the curriculum contains a challenging master's core with advanced practice courses in the management of leadership, strategy, finance, operations, quality, and technology. Course curriculum makes extensive use of case studies and applied projects. Special topic courses allow individual students to custom design learning experiences in specific areas of interest and expertise. With prior approval, courses may also be taken from other graduate programs at Regis University including the Master of Business Administration (MBA). In addition to advanced practice content, the curriculum promotes the further development of leadership abilities along with a deeper appreciation of the social and ethical obligations and conflicts inherent within the industry.

## Admission

The ideal candidate for the Master of Science in Health Services Administration degree holds a baccalaureate degree in a health related field with two to three years of management experience in a health care setting. Applications are individually evaluated on the basis of the following admission criteria:

- A baccalaureate degree from a regionally accredited college or university or evidence that undergraduate degree requirements will be met no later than the term prior to admission.
- A minimum undergraduate cumulative grade point average of 3.000 on a 4.000 scale
- A completed application form including non-refundable application fee. The application fee is waived for Regis University undergraduates.

**Note:** All documents submitted during the application process become the property of Regis University.

## Admission through Undergraduate Progression

Qualified students in the undergraduate HCA program are encouraged to progress into the MS program. These students complete the same application process. Students must provide evidence that undergraduate degree requirements will be met no later than the term prior to admission. Students who progress within a three-year timeframe are eligible for the progression option at thirty credits.

## Probationary Admission

Students who show promise for the program, but who do not meet all admission criteria, may be admitted on a probationary basis. Under the probationary status, students must attain a grade of "B" or better in the first nine hours of graduate coursework. (A grade of B- is not acceptable.) Successful completion of the first nine hours of coursework with a 3.000 grade point average removes the probationary status and entitles

students to good academic standing. Probationary admissions may not exceed 10% of an incoming enrollment.

## Conditional Admission

The academic program may allow a student to be conditionally admitted when identified conditions must be met prior to starting classes at Regis as a degree or certificate seeking student. These conditions are outlined for the applicant within a "terms and conditions" letter issued by the Office of Admissions. Examples of conditional requirements include prerequisite course completion, or international document submission required to start classes in the identified degree or certificate program. Also, in this category are applicants who are actively enrolled as undergraduate students (at any regionally accredited institution) at time of applying to one of Regis' graduate programs. These active undergraduate applicants are permitted to enroll for the first eight week term with current unofficial transcripts, but unable to enroll in future classes until official transcripts are received.

## Provisional Admission

An applicant may be admitted provisionally based on meeting the requirements for admission and is eligible to begin classes, but must complete outstanding prerequisite courses within a defined timeframe after enrollment, to continue at Regis. Should the outstanding prerequisite course(s) within the defined timeframe not be completed, the student will not be able to enroll for future classes at Regis within that program. It is up to the college and specified program requirements to determine the timeframe after enrollment for prerequisite course completion.

## Student Advising

Students are assigned an academic advisor upon admission to the program. Advisors counsel students on meeting the requirements for the graduate program; however, it is the student's responsibility to schedule advising appointments and to complete all degree requirements.

## Program Progression

The 36 semester hour program may be completed in 24 months of fulltime study or may be expedited depending on dual degree or students' individual situation, as approved by the advisor and division chair. Three semester hours per eight-week term constitutes full-time study. Completion time of less than 24 months is possible if more than one course is taken during an 8-week term. There is a six year time limit for completion of all degree requirements. This time limit is computed from the time of matriculation. If students wish to complete the degree after the time limit has expired, readmission to the program is required and new program requirements may be in effect. In order for progression through the HSA program to occur, students must meet the following grade requirements:

- Candidates must maintain a minimum 3.000 (B) cumulative grade point average.
- No grade may be lower than "C", regardless of grade point average. A grade lower than "C" is not counted toward graduation but is included in the student's cumulative grade point average. • Graduate students who receive the grade "C-" or lower for a 600-level course must repeat the course.
- Students may not enroll in the HSA Project course (HSA 696 Masters Project in Health Services) with a grade point average less than a 3.000 unless otherwise arranged with the Division Chair.

### Transfer of Credit Policy and Procedure

Acceptance of transfer credit is permitted at the discretion of the department chair. Transfer credits are considered only for courses taken at a regionally accredited school and for coursework for which a letter grade not less than a "B-" was earned. Additionally, the course must have been completed within the last three years. Students wishing to transfer credit into the Master of Science in Health Services Administration degree program must forward a letter stating the request and provide an official school transcript of the coursework. A copy of the course syllabus may also be necessary.

### Graduation

Students graduate the semester that all requirements are met and documentation of such is received in the Office of the Registrar by the designated deadline. Graduation requirements include:

- Satisfactory completion of required academic coursework.
- A minimum cumulative grade point average of 3.000.
- Satisfactory completion of all curricular components. Incomplete grades, falling below the required cumulative grade point average, late application for graduation, or late receipt of transcripts
- Incomplete grades, falling below the required cumulative grade point average, late application for graduation, or late receipt of transcripts of transfer credit may delay graduation and awarding of the degree to a subsequent semester.
- Conferment of the Regis MS-HSA degree requires a baccalaureate degree and/or graduate level degree.

## Degree Requirements

Code	Title	SHs
HCE 600	Orgznl Ethics & Health Care Compliance	3.00
HSA 601	Ldrshp/Org Dev in Healthcare Settings	3.00
HSA 602	Strategic Planning/Dvlp in Hlth Services	3.00
HSA 604	Fnds Hlth Care Ec/Acc/Fin Management	3.00
HSA 624	Assessment-Quality Care & Patient Safety	3.00
HSA 660	Methods of Inquiry & Research	3.00
HSA 663	Advanced Concepts of Health Care Finance	3.00
HSA 680	Cont Iss Hlth Services Delivery Systems	3.00
MSHI 650 or HSA 636	Health Informatics & Information Systems Emerging Technologies for Health	3.00
Select six semester hour credits of HSA electives		6.00
HSA 696	Masters Project in Health Services	3.00
<b>Total SHs</b>		<b>36</b>

## Master of Science in Health Services Administration Dual Degrees

### Regis University DPT Alumni Dual Degree

Code	Title	SHs
HSA 602	Strategic Planning/Dvlp in Hlth Services	3.00
HSA 604	Fnds Hlth Care Ec/Acc/Fin Management	3.00
HSA 624	Assessment-Quality Care & Patient Safety	3.00
HSA 660	Methods of Inquiry & Research	3.00
HSA 663	Advanced Concepts of Health Care Finance	3.00
HSA 680	Cont Iss Hlth Services Delivery Systems	3.00

MSHI 650 or HSA 636	Health Informatics & Information Systems Emerging Technologies for Health	3.00
HSA 696	Masters Project in Health Services	3.00
DPT 714 or DPT 771	Psychosocial Aspects of Health Care Professional Issues/Case Management II	3.00
DPT 715	Health Care Policy	2.00
DPT 716	Business Management	2.00
DPT Electives		2.00
HCE 709	Health Care Ethics/Physical Therapists	3.00
<b>Total SHs</b>		<b>36</b>

### Regis University PharmD Dual Degree

Code	Title	SHs
HSA 602	Strategic Planning/Dvlp in Hlth Services	3.00
HSA 604	Fnds Hlth Care Ec/Acc/Fin Management	3.00
HSA 624	Assessment-Quality Care & Patient Safety	3.00
HSA 660	Methods of Inquiry & Research	3.00
HSA 663	Advanced Concepts of Health Care Finance	3.00
HSA 680	Cont Iss Hlth Services Delivery Systems	3.00
MSHI 650 or HSA 636	Health Informatics & Information Systems Emerging Technologies for Health	3.00
HSA 696	Masters Project in Health Services	3.00
HCE 742	Ethics & Advocacy in Pharmacy	3.00
PHRM 732	Leadership and Management	3.00
Select two of the following:		6.00
PHRM 731	Literature and Pharmacoeconomics	
PHRM 740	Pharmacy Law and Policy	
PHRM 743	Faith Spirituality & Culture Hlth Care	
<b>Total SHs</b>		<b>36</b>

### Rocky Vista University Dual Degree

Code	Title	SHs
HSA 601	Ldrshp/Org Dev in Healthcare Settings	3.00
HSA 602	Strategic Planning/Dvlp in Hlth Services	3.00
HSA 604	Fnds Hlth Care Ec/Acc/Fin Management	3.00
HSA 624	Assessment-Quality Care & Patient Safety	3.00
HSA 660	Methods of Inquiry & Research	3.00
HSA 663	Advanced Concepts of Health Care Finance	3.00
HSA 680	Cont Iss Hlth Services Delivery Systems	3.00
MSHI 650 or HSA 636	Health Informatics & Information Systems Emerging Technologies for Health	3.00
HSA 696	Masters Project in Health Services	3.00
General Electives <sup>1</sup>		9.00
<b>Total SHs</b>		<b>36</b>

<sup>1</sup> General Electives fulfilled with Rocky Vista University medical ethics course and six semester credit hours of addition RVU course work.

### Xavier University of Louisiana PharmD Dual Degree

Code	Title	SHs
HSA 602	Strategic Planning/Dvlp in Hlth Services	3.00
HSA 604	Fnds Hlth Care Ec/Acc/Fin Management	3.00
HSA 624	Assessment-Quality Care & Patient Safety	3.00

HSA 660	Methods of Inquiry & Research	3.00
HSA 663	Advanced Concepts of Health Care Finance	3.00
HSA 680	Cont Iss Hlth Services Delivery Systems	3.00
MSHI 650	Health Informatics & Information Systems	3.00
or HSA 636	Emerging Technologies for Health	
HSA 696	Masters Project in Health Services	3.00
General Electives <sup>1</sup>		12.00
<b>Total SHs</b>		<b>36</b>

<sup>1</sup> General electives fulfilled with equivalent credits from Xavier University of Louisiana.