

# Health Services Administration, B.S.

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## Degree Offered

- Bachelor of Science in Public Health, major in Health Services Administration

## Nature of the Program

Health service administrators or managers are typically responsible for planning, coordinating and directing the delivery of quality service to those receiving services in hospitals, clinics, health departments, and other health-related organizations. This includes responsibility for many of the operational duties in these settings, including overseeing the training and recruitment of staff, following and maintaining budgetary and fiscal records, and managing daily operations.

This program aims to be certified by the Association of University Programs in Health Administration (AUPHA) in the future. Certified undergraduate programs are recognized for having withstood the rigors of peer review in which curricula, faculty, and educational outcomes are critically examined by peer review. External stakeholders look at certification as a way to distinguish a program from its peers.

## PREPARING STUDENTS FOR FUTURE OPPORTUNITIES

Graduates of the Bachelor of Science in Public Health, Health Services Administration major can expect to be employed in clinical/administrative healthcare, health services, and population health settings (like health departments) and to be strong candidates for Master of Public Health and Master of Health Administration programs.

Graduates of this major will gain the following:

- An in-depth understanding of the dynamics that make up the U.S. healthcare system.
- Expertise to solve organizational problems and navigate complex health delivery systems.
- A distinctive set of skills that enable you to successfully manage the daily operations of a healthcare facility, including the ability to provide budgetary oversight and recruit, train and retain quality staff.
- Your unique, personal management philosophy and the ability to integrate it with health leadership.

## Admissions for 2026-2027

- First time students with minimum GPA of 2.75
- Students transferring internally or from another institution with minimum GPA of 2.75

Applicants who are admissible to the university but do not meet the minimum requirements for the Health Services Administration major, will be admitted into the Public Health Sciences major to complete the core requirements until they are eligible for admission to the Health Services Administration major.

Major Code: 8423

## General Education Foundations

Please use this link to view a list of courses that meet each GEF requirement. (<http://registrar.wvu.edu/gef/>)

NOTE: Some major requirements will fulfill specific GEF requirements. Please see the curriculum requirements listed below for details on which GEFs you will need to select.

Code	Title	Hours
<b>General Education Foundations</b>		
F1 - Composition & Rhetoric		3-6
ENGL 101 & ENGL 102 or ENGL 103	Introduction to Composition and Rhetoric and Composition, Rhetoric, and Research Accelerated Academic Writing	
F2A/F2B - Science & Technology		4-6
F3 - Math & Quantitative Reasoning		3-4
F4 - Society & Connections		3
F5 - Human Inquiry & the Past		3
F6 - The Arts & Creativity		3
F7 - Global Studies & Diversity		3

F8 - Focus (may be satisfied by completion of a minor, double major, or dual degree)	9
Total Hours	31-37

Please note that not all of the GEF courses are offered at all campuses. Students should consult with their advisor or academic department regarding the GEF course offerings available at their campus.

## Degree Requirements

Code	Title	Hours
A cumulative GPA of 3.0 is required for the degree.		
University Requirements		62
College Core Requirements		25
Health Services Administration Major Requirements		33
Total Hours		120

## University Requirements

Code	Title	Hours
General Education Foundations (GEF) 1, 2, 3, 4, 5, 6, 7, and 8 (31-37 Credits)		
Outstanding GEF Requirements 1, 2, 3, 5, 6, and 8		28
PUBH 191	First-Year Seminar	1
General Electives		33
Total Hours		62

## College Core Requirements

Code	Title	Hours
PUBH 101	Introduction to Public and Community Health (GEF 4)	3
PUBH 200	Introduction to Public Health Careers and Information	1
PUBH 201	Global Perspectives of Public Health (GEF 7)	3
PUBH 202	Social Determinants of Health	3
PUBH 205	Writing for Public Health Audiences	3
PUBH 211	Biostatistics	3
PUBH 222	Epidemiology	3
PUBH 233	The US Healthcare System: Structures and Incentives	3
PUBH 243	Issues in Environmental Health	3
Total Hours		25

## Health Services Administration Major Requirements

Code	Title	Hours
A minimum GPA of 3.0 is required in Health Services Administration Major Requirements.		
PUBH 230	Introduction to Health Administration (minimum grade of B-)	3
PUBH 311	Health Data Management and Visualization	3
PUBH 331	Introduction to Health Policy	3
PUBH 338	Public Health Project Management	3
PUBH 438	Managing Quality Improvement in Healthcare	3
PUBH 439	Financials Tools for Health Administration	3
PUBH 440	Leading and Managing Health Organizations	3
PUBH 464	Ethical, Legal and Financial Issues in Healthcare	3

### Required Field Experience and Capstone Courses

Minimum grade of C- is required.

PUBH 400	Field Placement Preparation Seminar	1
PUBH 482	Health Management Internship	6

PUBH 489	School of Public Health Undergraduate Capstone	2
Total Hours		33

### Suggested Plan of Study

**First Year**

Fall	Hours	Spring	Hours
PUBH 191		1 PUBH 200	1
PUBH 101		3 PUBH 201	3
ENGL 101 (GEF 1)		3 PUBH 243	3
BIOL 101 & 101L (GEF 2)		4 GEF 3	3
General Education/Minor/General Electives		3 GEF 8	3
		General Education/Minor/General Electives	3
		14	16

**Second Year**

Fall	Hours	Spring	Hours
PUBH 202		3 PUBH 205	3
PUBH 211		3 PUBH 222	3
PUBH 233		3 PUBH 331	3
ENGL 102 (GEF 1)		3 GEF 6	3
General Education/Minor/General Electives		3 General Education/Minor/General Electives	3
		15	15

**Third Year**

Fall	Hours	Spring	Hours
PUBH 230		3 PUBH 311	3
PUBH 338		3 PUBH 439	3
GEF 5		3 GEF 8	3
GEF 8		3 General Education/Minor/General Electives	6
General Education/Minor/General Electives		3	
		15	15

**Fourth Year**

Fall	Hours	Spring	Hours
PUBH 400		1 PUBH 440	3
PUBH 438		3 PUBH 482	6
PUBH 464		3 PUBH 489	2
General Education/Minor/General Electives		9 General Education/Minor/General Electives	3
		16	14

Total credit hours: 120

### Accelerated Program

- B.S. Health Services Administration and M.H.A. Health Administration (p. 3)

### Accelerated Bachelor's in Health Services Administration/Master's of Health Administration Degree Requirements

The School of Public Health's Accelerated Bachelor's to Master's (ABM) program offers highly motivated Health Services Administration students with an interest in the Master of Health Administration (MHA) the opportunity to complete their Bachelor of Science and earn an MHA degree in an accelerated format.

To be eligible for this program, you must:

- Be enrolled in the Health Services Administration major.
- Have a minimum GPA of 3.5

- Earn a minimum grade of A in PUBH 205 Writing for Public Health Audiences, by the time they start the ABM.
- Have completed a minimum of 60 credits, but not more than 75 credits.
  - Transfer students must have completed 24 credit hours as degree-seeking students at WVU before applying.
- The Qualtrics application will open from October 1-March 1.
- Students applying for the ABM cannot be enrolled in a dual degree program.

Students apply using a Qualtrics application form that requires a resume, personal statement, and two references. Students applying to the ABM cannot have any documented infractions with the WVU Office of Student Conduct or any external law enforcement agencies.

Applications are due by March 1, with program admission decisions communicated by the end of the spring semester. An established ABM admissions work group reviews applications.

Students in this ABM program must maintain a minimum cumulative GPA of 3.0 throughout their enrollment in the undergraduate and graduate programs. Students in this ABM will complete all 35 credits of MHA courses, 14 credits of which will be “shared” by both degree programs. This means the ABM curriculum will allow students to substitute required graduate program courses for required bachelor’s program courses. Unless given specific permission by the Dean’s Office, students admitted to this ABM program must maintain full-time continuous enrollment during fall and spring terms. Enrollment requirements in the summer term of year four are completing a 350-hour internship (HPML 626, 1 credit) at the graduate level.

Students' eligibility to remain in this ABM program will be evaluated at the end of each semester. Students failing to meet program or University standards will be placed on program probation for no more than one semester, after which they will be terminated from the ABM program. Terminated students and students who choose not to continue the ABM program will be eligible to receive their bachelor's degree after completing the traditional bachelor's degree requirements.

## ABM Requirements

Code	Title	Hours
	BS Health Services Administration Program Requirements	106
	Shared Bachelor's/Master's Coursework	14
	MHA Health Administration Program Requirements	21
	Total Hours	141

## Shared Coursework Curriculum Requirements

Code	Title	Hours
A minimum GPA of 3.5 is required for students in the Health Services Administration major to be considered for admission to the accelerated bachelors to master’s program.		
HPML 522	Introduction to Data Analytics for Health Administrators	3
HPML 555	Health Services Project Management	3
HPML 582	Managing Quality Improvement in Healthcare	3
HPML 596	Graduate Seminar	2
PUBH 540	Leading and Managing Health Organizations	3
	Total Hours	14

## Suggested Plan of Study

### First Year

Fall	Hours	Spring	Hours
PUBH 191		1 PUBH 200	1
PUBH 101		3 PUBH 201 (GEF 7)	3
ENGL 101 (GEF 1)		3 PUBH 243	3
GEF 2 (Suggested: BIOL 101/101L)		4 GEF 3	3
General Education/ Minor/General Electives		3 GEF 8 (Suggested: ECON 201)	3
		General Education/ Minor/General Electives	3
		14	16

**Second Year**

<b>Fall</b>	<b>Hours</b>	<b>Spring</b>	<b>Hours</b>	
PUBH 205		3 PUBH 202		3
PUBH 211		3 PUBH 222		3
PUBH 230		3 PUBH 331		3
GEF 1		3 GEF 6		3
General Education/ Minor/General Electives (Suggested: PALM 200)		3 General Education/ Minor/General Electives (Suggested: ACCT 201)		3
		15	15	

**Third Year**

<b>Fall</b>	<b>Hours</b>	<b>Spring</b>	<b>Hours</b>	
PUBH 233		3 PUBH 311		3
GEF 5		3 PUBH 439		3
GEF 8 (Suggested: COMM 309)		3 GEF 8 (Suggested: ECON 202)		3
General Education/ Minor/General Electives		6 General Education/ Minor/General Electives		3
		General Education/ Minor/General Electives		3
		15	15	

**Fourth Year**

<b>Fall</b>	<b>Hours</b>	<b>Spring</b>	<b>Hours</b>	<b>Summer</b>	<b>Hours</b>
PUBH 400		1 PUBH 482		6 HPML 626	1
PUBH 464		3 PUBH 489		2	
HPML 582		3 PUBH 540		3	
HPML 596		1 HPML 555		3	
HPML 522		3 HPML 596		1	
General Electives		4			
		15	15		1

**Fifth Year**

<b>Fall</b>	<b>Hours</b>	<b>Spring</b>	<b>Hours</b>	
HPML 575		3 HPML 523		3
HPML 656		3 HPML 659		3
HPML 610		3 HPML 601		3
HPML 696		1 HPML 696		1
		10	10	

Total credit hours: 141

**Major Learning Outcomes****HEALTH SERVICES ADMINISTRATION**

Graduates of the Health Services Management and Leadership program will:

1. Demonstrate a strong foundational knowledge of the history, principles, theories, frameworks, and current issues in public health.
2. Describe health and health care dynamics, including the structures, policies, processes and institutions that make up the U.S. healthcare system.
3. Manage the basic human, fiscal, and physical resources needed for accomplishing organizational goals.
4. Articulate a personal management philosophy that integrates health services management and leadership concepts, knowledge, and skills.
5. Apply principles and practices of health services management and leadership to identify and solve organizational problems.