

# HEALTH SERVICES POLICY AND MANAGEMENT, M.H.A.

The M.H.A. program prepares students for a career in the management of the full range of programs, organizations, and facilities in health services and medical care: acute, post-acute, long-term, and managed care, in the public and private sectors. The M.H.A. is offered in a full-time format (traditional track, 58 credit hours). Additionally, professionals working in health care organizations may complete the program through an executive track (45 credit hours) with courses held on weekends once per month.

## Learning Outcomes

1. Students will be able to apply Critical Thinking, Analysis, and Problem-Solving competencies to health services organizations.
2. Students will be able to apply Management and Leadership competencies to health services/organizations.
3. Students will be able to apply Communications and Interpersonal Effectiveness competencies to health services organizations.
4. Students will be able to apply Professionalism and Ethics competencies to health services organizations.
5. Students will be able to apply Population Health Management competencies to health services planning and management, including social determinants of health.

## Admissions Requirements

Applicants to the M.H.A. traditional track should submit an application packet through the School of Public Health Application Service (<http://www.sophas.org>) or the Health Administration, Management, and Policy Application Service (<https://hampcas.liaisoncas.com/applicant-ux/>) unless advised otherwise by the department. Applications to the M.H.A. executive track should submit an application packet through the USC Graduate School.

All international applicants should contact the M.H.A. Program Director before applying.

### Admissions Requirements

- A four-year baccalaureate degree or its equivalent from an accredited institution
- Baccalaureate degree grade point average of 3.00/4.00 or higher
- The GRE is not required for admission to the M.H.A. program. However, the program does offer a GRE/GMAT optional policy whereby students applying to the M.H.A. can submit a GRE or GMAT score for consideration. If the applicant opts to include their GRE/GMAT score for consideration during the admission process, their GRE/GMAT score must be submitted at the same time as the application for admission.
- For international applicants, a satisfactory score on the Test of English as a Foreign Language (TOEFL) - minimum score of 80 internet-based, 230 computer-based, or 570 paper-based - or the International English Language Testing System (IELTS) Academic Course Type 2 exam - minimum overall band score of 6.5. This requirement may be waived for applicants that have earned a prior degree from a US institution or in an institution in a country where English is an official language.

- For executive track applicants, a minimum of three years of work experience in a health care setting is required. Applicants should also be currently employed in a health care setting.

## Application Requirements

- Resume or CV
- Personal Statement: The personal statement is a great opportunity to express your unique qualifications, experiences, and reasons for applying to the M.H.A. program. Prepare your statement carefully by using details and specific examples to describe your distinctive qualities. Describe your academic interests, relevant work experiences, as well as academic/professional goals and objectives in the context of the questions listed below:
  - Why are you applying to this program?
  - How will this program contribute to your projected career?
  - What is your experience working in teams and what can you contribute to a team?
  - Is there any additional information that will help us evaluate your application?
- At least three letters of recommendation from academic and/or professional sources
- Official transcripts from **all** schools or colleges previously attended
- Non-US institution transcripts must be verified by World Education Services (WES) or equivalent evaluation service. Please submit a comprehensive course-by-course evaluation (WES ICAP)
- GRE or GMAT scores (optional)
  - Institution code: 5818 (U of South Carolina Columbia)
  - GMAT ETS DI code: 5861; Program code Master of Health Administration JV2-JW-12
- TOEFL or IELTS scores are required for those whose native language is not English
  - TOEFL: Scores should be submitted electronically using the USC Institutional code: 5818
  - IELTS: Scores should be mailed directly to the USC Graduate School:

The Graduate School  
University of South Carolina  
1705 College Street, Suite 552  
Columbia, SC 29208

- Applicants whose materials meet these criteria will be contacted to set up a 30-minute virtual information session with the M.H.A. Program Director.

## Graduate Assistantship

All traditional track M.H.A. students are encouraged to work as graduate assistants in health service or public health organizations in the community to acquire work experience and enrich the learning process through on-the-job application of concepts and techniques learned in the classroom. To qualify for an assistantship, a student must be fully admitted to a degree program, be enrolled as a full-time student, and maintain a 3.00 GPA.

## Combination Degrees

The Department of Health Services Policy and Management and the School of Law offer a coordinated program that leads to a J.D./M.H.A.

degree. The requirements for the M.H.A. portion of the combination degree program are the same as shown above. The J.D. portion of the combination degree program is determined by the School of Law. Some courses do fulfill requirements for both portions of the combination degree. A combination degree program thus typically requires fewer semester hours in total than if the two programs were taken separately. Students seeking admission to combination degree programs must meet the admissions requirements of both programs. The M.H.A. requirements are listed above. The School of Law specifies the admission requirements for their program.

## Profiles of Admitted Master's Students

### M.H.A.

For Fall 2022, there were 73 applicants; 38 were accepted while 16 enrolled. Enrollees' overall mean undergraduate GPA was 3.46 on a 4.0 scale.

## Traditional Track Degree Requirements (58 Hours)

Requirements	Credit Hours
Management	31
Accounting and Finance	9
Biostatistics and Quantitative Methods	3
Public Health - PUBH 700*	3
Managerial Epidemiology and Statistics for Healthcare	3
Health Planning	3
Approved Elective**	3
Management Residency	3

\*PUBH 700 = 3 hours and is required for any M.H.A. student without a public health background (i.e., undergraduate degree in public health).

\*\*The elective must be a graduate level course. Three (or six if PUBH 700 is not required) hours of elective credit are required for graduation.

## Traditional Track Courses

### First Year

		Credit Hours
<b>Fall</b>		
HSPM 775	Managerial Epidemiology and Statistics in Healthcare	3
HSPM 733	Health Care Management Accounting	3
HSPM 714	Perspectives in Community Health Organizations	3
HSPM 765	Leadership in Health Care Organizations	1
HSPM 769	Organizational Behavior	3
	<b>Credit Hours</b>	<b>13</b>
<b>Spring</b>		
HSPM 712	Health Economics	3
HSPM 716	Quantitative Methods for Health Administration	3
HSPM 718	Health Planning	3
HSPM 731	Health Care Finance I	3

PUBH 700	Perspectives in Public Health (or other approved elective)	3
	<b>Credit Hours</b>	<b>15</b>
<b>Summer</b>		
Summer Session I		
HSPM 713	Information Systems in Health Administration	3
HSPM 766	Health Services Administration I	3
Summer Session II		
HSPM 776	Physician Practice Management	3
Elective in Summer Session II or Full Summer Session		3
	<b>Credit Hours</b>	<b>12</b>
<b>Second Year</b>		
<b>Fall</b>		
HSPM 724	Health Law	3
HSPM 770	Decision Making For Health Care Executives	3
HSPM 732	Health Care Finance II	3
HSPM 774	Quality Management in Healthcare	3
HSPM 777	Healthcare Policy and Principles of Health Insurance	3
	<b>Credit Hours</b>	<b>15</b>
<b>Spring</b>		
HSPM 797	Management Residency	3
	<b>Credit Hours</b>	<b>3</b>
	<b>Total Credit Hours</b>	<b>58</b>

## Executive Track Degree Requirements (45 hours)

Requirements	Credit Hours
Management	24
Accounting and Finance	6
Biostatistics and Quantitative Methods	3
Public Health - PUBH 700*	3
Health Planning	3
Approved Elective**	3
Management Residency/ Comparative Global Health Systems	3

\*PUBH 700 = 3 hours and is required for any MHA student without a public health background (i.e., undergraduate degree in public health).

\*\*The elective must be a graduate level course. Three (or six if PUBH 700 is not required) hours of elective credit are required for graduation.

## Executive Track Courses

Course	Title	Credits
HSPM 712	Health Economics	3
HSPM 713	Information Systems in Health Administration	3
HSPM 716	Quantitative Methods for Health Administration	3
HSPM 718	Health Planning	3
HSPM 724	Health Law	3
HSPM 731	Health Care Finance I	3
HSPM 732	Health Care Finance II	3
HSPM 766	Health Services Administration I	3
HSPM 770	Decision Making For Health Care Executives	3

HSPM 774	Quality Management in Healthcare	3
HSPM 776	Physician Practice Management	3
HSPM 777	Healthcare Policy and Principles of Health Insurance	3
HSPM 797	Management Residency (Comparative Global Health Systems)	3
PUBH 700	Perspectives in Public Health (or other approved elective)	3
HSPM 778	Health Care Marketing (or other approved elective)	3
<b>Total Credit Hours</b>		<b>45</b>

## Executive Track Operations

Executive track classes are held on select weekends: Saturday 8:00 AM to 7:30 PM and Sunday 8:00 AM to 1:30 PM, five weekends per semester. Participants graduate at the end of spring of third year (May graduation). New cohorts are admitted every year.

## Possible Rotation I

### First Year

Fall		Credit Hours
HSPM 718	Health Planning	3
HSPM 766	Health Services Administration I	3
<b>Credit Hours</b>		<b>6</b>

### Spring

HSPM 712	Health Economics	3
HSPM 731	Health Care Finance I	3
<b>Credit Hours</b>		<b>6</b>

### Summer

PUBH 700	Perspectives in Public Health	3
HSPM 778	Health Care Marketing	3
<b>Credit Hours</b>		<b>6</b>

### Second Year

Fall		Credit Hours
HSPM 724	Health Law	3
HSPM 732	Health Care Finance II	3
<b>Credit Hours</b>		<b>6</b>

### Spring

HSPM 713	Information Systems in Health Administration	3
HSPM 716	Quantitative Methods for Health Administration	3
<b>Credit Hours</b>		<b>6</b>

### Summer

HSPM 797	Management Residency (Comparative Global Health Systems)	3
<b>Credit Hours</b>		<b>3</b>

### Third Year

Fall		Credit Hours
HSPM 774	Quality Management in Healthcare	3
HSPM 777	Healthcare Policy and Principles of Health Insurance	3
<b>Credit Hours</b>		<b>6</b>

### Spring

HSPM 770	Decision Making For Health Care Executives	3
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HSPM 776	Physician Practice Management	3
<b>Credit Hours</b>		<b>6</b>
<b>Total Credit Hours</b>		<b>45</b>

## Management Residency Requirements – Both Tracks

M.H.A. candidates must complete and submit an acceptable written report on the management residency. Approval of the report must be by the faculty advisor, a second reader, and the preceptor at the residency site for traditional track students. An oral presentation of the report is required alongside approval of the document for students in both tracks. Students must also complete and submit departmental and school evaluations.