

# Health Care Management

Lebanon Valley College



Part-time  
Undergraduate  
Program



LVC makes it easy to complete your degree:

- In-Demand Programs Designed for Working Adults
- Convenient Evening and Saturday Class Schedules
- Flexible Payment Plans
- Deferred Tuition Option
- Financial Aid
- Generous Transfer Policy

Want to move *up* in your health care career? Complete your bachelor of science degree in health care management.

## Prepare For a Leadership Role

Many health services professionals have an associate degree or diploma and state or federal licensure, but most health care employers require supervisors and managers to have a bachelor's degree. If you are ready to move up to a leadership role in the health care industry, Lebanon Valley College has a program designed to build on your professional experience.

Our Bachelor of Science in Health Care Management Program emphasizes a business and liberal arts curriculum to give you the additional education you need to move into a supervisory or management role. The program is designed to let working health care professionals complete their degree, part time at their own pace.

Graduates of the Health Care Management Program possess an important academic credential that integrates their health care experience with collegiate study in topics including communication, management, and business disciplines.

## A Quality Education

Lebanon Valley College has a reputation for quality academics and personal attention. A typical class has 15 or 20 students. Faculty members put student needs first and provide a high level of individual attention. Courses are conveniently scheduled evenings year round, with select classes on Saturday.

## Admission For Part-Time Students

At LVC, admission decisions for part-time students focus on the individual. All applicants for undergraduate programs must have a high school diploma or a GED, but the ACT and SAT examinations are not required. We encourage you to make an appointment with a counselor to design a degree program that meets your needs.

## Find Out More Today

- Telephone 717-867-6213 or 1-877-877-0423 (toll-free)
- E-mail [continuing-education@lvc.edu](mailto:continuing-education@lvc.edu)

Apply online anytime at [www.lvc.edu/ce/ce-application.aspx](http://www.lvc.edu/ce/ce-application.aspx)

## Requirements for Admission

*Important:* Admission to the program requires an associate degree or diploma plus state or federal certification in one of these fields:

- Clinical Medical Assistant
- Cytotechnologist
- Dental Hygienist
- Emergency Medical Technician
- Medical Laboratory Technician
- Nuclear Medicine Technologist
- Occupational Therapy Assistant
- Physical Therapy Assistant
- Radiologic Technologist
- Registered Nurse
- Respiratory Therapist
- Clinical Perfusionist
- Surgical Technician



# B.S. in Health Care Management

## Degree Requirements

Lebanon Valley College

### Foundation Courses

#### **ACT 161 - Financial Accounting -**

Basic concepts of accounting including accounting for business transactions, preparation and use of financial statements, and measurement of owners' equity. An introductory course for non-accounting majors. (3 credits)

#### **ACT 162 - Managerial Accounting -**

Cost-volume-profit relationships, cost analysis, business segment contribution, profit planning and budgeting as a basis for managerial decision making. (3 credits)

*Prerequisite:* ACT 161 with a minimum grade of "C-" or better

#### **ECN 101 - Principles of**

**Microeconomics** - This course examines how individuals and firms make choices within the institutions of free-market capitalism. Individuals decide how much of their time to spend working and what to buy with the earnings of their labor. Firms decide how much to produce and in some cases what price to charge for their goods. Together these choices determine what is produced, how it is produced and for whom it is produced in our economic system. (3 credits)

#### **ECN 102 - Principles of**

**Macroeconomics** - This course extends the study of consumer and producer choices to discover how they affect the nation's economy. Macroeconomics deals with the economy as a whole as measured by the key variable of inflation, unemployment, and economic growth. Emphasis is on both Keynesian and classical theories and how they predict what monetary and fiscal policies can be used to affect these variables and reach national economic goals. (3 credits)

*Prerequisite:* ECN 101

**MAS 170 - Elementary Statistics** - An introduction to elementary descriptive and inferential statistics with emphasis on conceptual understanding. (3 credits)

#### **BUS 130 - Modern Business**

**Organization** - By studying and experiencing the various ways businesses and commercial activities are organized in the global economy, students learn to view each

organization as a conscious collection of functional components and strategic partnerships designed to serve the needs of customers and other stakeholders. Examples are chosen to highlight the fundamental concepts in human resources and operations management, leadership, marketing and selling, finance and accounting, operations, human resources, law and ethics, and technology and information management. (3 credits)

*(may be waived for prior work experience)*

### Core Courses

#### **ENG 111 - English Communications I -**

Helps the student find his or her own voice within the demands and expectations of public expression. Both courses emphasize the development of clear, organized and rhetorically effective written prose. (3 credits)

#### **BUS 215 - Health Care Finance -**

An examination of the financial issues of health and medical care to determine how to provide the best health care to the most people in a cost-effective manner. Examination of the principal elements of health care, including the physician, the hospital and the pharmaceutical industry, as well as the influence of government and the insurance industry. (3 credits)

*Prerequisite:* ECN 101, 102

#### **BUS 230 - Principles of Management -**

A study of the principles of management and leadership as they apply to the effective and efficient operation of for-profit and not-for-profit organizations regardless of their size. Emphasizes the organization's structure, leadership, interpersonal relationships, managerial functions, and methods for assessment and control. (3 credits)

*Prerequisite:* BUS 130 or permission of the instructor

#### **BUS 285 - Organizational**

**Communications** - The development of writing, speaking and listening skills for business management. (3 credits)

*Prerequisite:* ENG 111 and 112.

*Writing process.*

#### **BUS 340 - Principles of Marketing -**

An overview of marketing from the management perspective. Topics include marketing strategies, marketing research, consumer behavior, selecting target markets, developing, pricing, distributing and promoting products and services and non-profit marketing. (3 credits)

*Prerequisite:* junior or permission

#### **BUS 350 - Organizational Behavior -**

A detailed study of the theories and models of organizational behavior and development, with emphasis on the practical application of these models in the workplace to improve individual, group and organizational performance. (3 credits)

*Prerequisite:* junior standing and BUS 185, or permission

#### **BUS 371 - Business Law I -**

Elementary principles of law relating to the field of business. The course covers contracts, government regulation of business, consumer protection, bankruptcy, personal property, real estate, bailments, insurance and estates. (3 credits)

#### **BUS 420 - Human Resource**

**Management** - This course examines the problems in effectively recruiting, selecting, training, developing, compensating and disciplining human resources. It includes discussions on both equal employment opportunity and labor-management relations. (3 credits)

*Prerequisite:* BUS 185

#### **BUS 450 - Business Ethics and**

**Social Responsibility** - Course examines the major ethical issues, dilemmas, and social responsibilities that face businesses, business managers, small business owners, and leaders at all levels in today's global environment. Case studies and text will be used to help students develop a solid understanding of the difference between what is legal and what might be ethical. One major goal is for students to clarify their own personal approach to ethical issues and prepare them for challenges they might face in their careers. Second major goal is to engage the entire class in a major, off-campus service learning

project related to corporate social responsibility. (3 credits)

*Prerequisites:* Junior or senior standing and BUS 130, or permission of the instructor

**or**

**PHL 160 - Ethics** - An inquiry into the central problems of values applied to human conduct, with an examination of the responses of major ethical theories to those problems. (3 credits)

#### **BUS 487 - Health Care Management -**

A capstone course to study the administrative processes of America's health care industry including institutional infra-structure, governance systems, financial systems, personnel systems, quality controls, nursing and clinical services, and marketing. The course integrates prior study in health care, management, accounting and economics. Students will develop problem solving skills and an appropriate management style. (3 credits)

*Prerequisite:* senior standing or permission

#### **SOC 324 - Medical Sociology** - An

examination of the societal bases of health, illness and health care. The course will include an examination of the three components of medicine: the patient, the medical professional and the health care organization. Specific topics will include: the role of the patient; doctor-patient relationships; the socialization of medical professionals; the hospital as a complex organization, cross-cultural comparisons of health care and current topics of concern such as the AIDS epidemic, new technologies and social response to the terminally ill patient. (3 credits)

*Prerequisites:* SOC 110 plus 9 credits of sociology at the 200-level or above, or permission of the instructor. Writing process.

**12-15 credits in sociology, psychology, or other disciplines approved by the director of continuing education (at least six credits in courses at the 200 level or higher). (63-66 credits)**