

**LEHMAN COLLEGE
OF THE
CITY UNIVERSITY OF NEW YORK**

DEPARTMENT OF HEALTH SCIENCES

CURRICULUM CHANGE

Name of Program and Degree Award: Health Services Administration, B.S.

Hegis Number: 0837

Program Code: 10113

Effective Term: Fall 2022

1. **Type of Change**: Degree requirements

2. **From**: ~~Strike through the changes~~

Health Services Administration, B.S. (54 Credit Major)

The program in Health Services Administration provides an economically and culturally diverse undergraduate student population with the critical knowledge and skills needed by health services managers who will work with clinicians to manage health care delivery systems, hospitals, organized physician groups, community health facilities (including ambulatory care facilities), nursing homes, extended care facilities, financing and insurance agencies, managed care organizations, and other organizations which either directly provide critical personal health care services or support the provision of those services.

This program serves a number of purposes:

- To give students an enhanced capacity and opportunity to seek and obtain challenging administrative positions which allow them to plan, implement, and manage a wide variety of health services which are delivered in a comprehensive range of health services organizations and settings.
- To provide students with an educational background which helps them to pursue a variety of health services career options, including certification and licensure options: for instance, an HSA major can help students meet the professional requirements which will make them eligible for admission to the New York State Licensing Examination for Nursing Home Administrators.
- To prepare students for graduate study in Health Services Administration.

Admission Requirements

An application for admission to the program in Health Services Administration requires a cumulative index of 2.5 for admission.

Distribution of Required Courses and Credits

The distribution of courses and credits to be earned by majors pursuing the general program in Health Services Administration is as follows (54 credits):

9 credits in Departmental courses: Credits

HSD 266	The U.S. Health Care Delivery System	3
HSD 269	Fundamentals of Biostatistics for Health Professionals	3
HSD 306	Epidemiology	3

18 credits in Health Services Administration: Credits

HSA 267	Management of Health Organizations	3
HSA 301	Human Resources Management and Labor Relations in Health Services	3
HSA 304	Financial Aspects of Health Care Administration	3
HSA 312	Managed Health Care	3
HSA 402	Research and Program Evaluation in Health Services Administration	3
HSA 403	Strategic Management: Health Planning in a Competitive Environment	3

6 credits in Health Services Administration Internship: Credits

HSA 470	Health Services Administration	
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Internship 6

Departmental permission required to waive internship. Applications for waiver must be submitted 60 days prior to the semester the internship will take place.

Other Alternatives and Exceptions - I1 and I2

6 credits in Psychology:

PSY166 General Psychology 3

PSY One 200 or 300 Level PSY course

Chosen with HSA advisement

6 credits in Economics and Accounting: Credits

ECO 166 Introduction to Macroeconomics 3

Or

ECO 167 Introduction to Microeconomics 3

ACC 185 Introduction to Accounting for Non-
Accounting Majors 3

Or

ACC 171 Principles of Accounting I 3

9 credits of required electives:

Chosen from the approved list of HSA Major Electives or their equivalent in conjunction with HSA adviser or other Departmental approval as appropriate.

~~HSD Courses: Credits~~

~~HSD 240 Nutrition and Health 3~~

~~HSD 308 Legal Issues in Health Care 3~~

~~HSA Courses:~~

~~HSA 320 Long Term Care Administration 3~~

~~HSA 325 Nursing Home Administration 3~~

~~HSA 401 — Quality Improvement in Health
Services Organizations — 3~~

ENW 300 Business Writing 3

ENW 370 Health and Science Writing 3

PHI 172 Contemporary Moral Issues 3

PHI 330 Business Ethics 3

SOC 240 Death, Dying, and Bereavement 3

SOC 305 Sociology of Health Care 3

PSY 335 Health Psychology 3

HIN 268 Growth and Development 3

BBA 204 Principles of Management 3

BBA 336 Business Law I 3

ENW 300 (Formerly ENW 204)

(Need English Department Approval) 3

ENW 3070 (Need English Department Approval) 3

PHI 330 (PREREQS: BBA 204 or Philosophy
Department Approval) 3

SOC 305 (Must Have Taken SOC 166) 3

PSY 335 (May count as an HSA Major Elective, 3
or as meeting the 200/300 Level
Psychology Requirement, but it cannot
count as both)

HIN 268 (Requires Nursing Department Approval)

~~HEA, REC, REH, AND EXS COURSES MAY BE USED TO FULFILL THE HSA MAJOR
ELECTIVE REQUIREMENTS. INDIVIDUAL COURSES MAY ALSO REQUIRE
APPROVAL BY THE PROFESSOR WHO TEACHES THE COURSE.~~

3. To: Underline the changes

Health Services Administration, B.S. (54 Credit Major)

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This program serves a number of purposes:

- To give students an enhanced capacity and opportunity to seek and obtain challenging administrative positions which allow them to plan, implement, and manage a wide variety of health services which are delivered in a comprehensive range of health services organizations and settings.
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HSD 266	The U.S. Health Care Delivery System	3
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HSD 306	Epidemiology	3
18 credits in Health Services Administration:		Credits
HSA 267	Management of Health Organizations	3
HSA 301	Human Resources Management and Labor Relations in Health Services	3
HSA 304	Financial Aspects of Health Care Administration	3
HSA 312	Managed Health Care	3
HSA 402	Research and Program Evaluation in Health Services Administration	3
HSA 403	Strategic Management: Health Planning in a Competitive Environment	3
6 credits in Health Services Administration Internship:		Credits
HSA 470	Health Services Administration Internship	6

Departmental permission required to waive internship. Applications for waiver must be submitted 60 days prior to the semester the internship will take place.

6 credits in Psychology:

PSY 166	General Psychology	3
PSY One 200 or 300 Level PSY course		

Chosen with HSA advisement

6 credits in Economics and Accounting:		Credits
ECO 166	Introduction to Macroeconomics	3
Or		
ECO 167	Introduction to Microeconomics	3

ACC 185 Introduction to Accounting for Non-
Accounting Majors 3

Or

ACC 171 Principles of Accounting I 3

9 credits of required electives:

Chosen from EXS, HEA, HSA, HSD, REC, and/or REH, with approval of the adviser, or:

Courses:	Credits
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ENW 300 Business Writing	3
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ENW 370 Health and Science Writing	3
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PHI 172 Contemporary Moral Issues	3
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PHI 330 Business Ethics	3
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SOC 240 Death, Dying, and Bereavement	3
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SOC 305 Sociology of Health Care	3
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PSY 335 Health Psychology	3
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HIN 268 Growth and Development	3
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BBA 204 Principles of Management	3
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BBA 336 Business Law I	3
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ENW 300 (Formerly ENW 204)

(Need English Department Approval) 3

ENW 3070 (Need English Department Approval) 3

PHI 330 (PREREQS: BBA 204 or Philosophy
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SOC 305 (Must Have Taken SOC 166) 3

PSY 335 (May count as an HSA Major Elective, 3
or as meeting the 200/300 Level)

Psychology Requirement, but it cannot
count as both)

HIN 268 (Requires Nursing Department Approval)

4. **Rationale:**

The change will allow newly offered HSA courses to count as HSA-approved electives without writing eRMRs for new HSA courses. Allowing all HSA elective courses to count as approved electives is aligned with our curriculum that enables students to select nine credits of HSA-related electives aligned with their future academic and career pursuits.

5. **Date of departmental approval: 5/5/2021**

**LEHMAN COLLEGE
OF THE
CITY UNIVERSITY OF NEW YORK
DEPARTMENT OF HEALTH SCIENCES

CURRICULUM CHANGE**

Type of Change: Change in Pre-requisite

2. **From:** ~~Strike through~~ the changes

Department(s)	Health Sciences
Career	<input checked="" type="checkbox"/> Undergraduate [] Graduate
Academic Level	<input checked="" type="checkbox"/> Regular [] Compensatory [] Developmental [] Remedial
Subject Area	Therapeutic Recreation
Course Prefix & Number	REC 421
Course Title	Programs in Therapeutic Recreation Service
Description	Examines program services, leadership methods, and current trends and issues in therapeutic recreation service. Individual and group program planning, including assessment, activity analysis, evaluation, and documentation.
Pre/ Co Requisites	Prerequisite REC 200, REC 210 and REC 221
Credits	3
Hours	3
Liberal Arts	[] Yes [X] No
Course Attribute (e.g. Writing Intensive, WAC, etc)	NA

General Education Component	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World
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3. **To:** Underline the changes

Department(s)	Health Sciences
Career	<input checked="" type="checkbox"/> Undergraduate [] Graduate
Academic Level	<input checked="" type="checkbox"/> Regular [] Compensatory [] Developmental [] Remedial
Subject Area	Therapeutic Recreation
Course Prefix & Number	REC 421
Course Title	Programs in Therapeutic Recreation Service
Description	Examines program services, leadership methods, and current trends and issues in therapeutic recreation service. Individual and group program planning, including assessment, activity analysis, evaluation, and documentation.
Pre/ Co Requisites	Prerequisite REC 200, REC 210, REC 221, and <u>REC 322</u>
Credits	3
Hours	3
Liberal Arts	[] Yes [X] No

<p>Course Attribute (e.g. Writing Intensive, WAC, etc)</p>	<p>NA</p>
<p>General Education Component</p>	<p><input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World</p>

4. Rationale (Explain how this change will impact the learning outcomes of the department and Major/Program):

REC 322 should be the pre-requisite to REC 421 since REC 322 will prepare students to assess clients in different domains before TR program planning (i.e., REC 421).

5. Date of departmental approval: 5/5/2021

**LEHMAN COLLEGE
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DEPARTMENT OF HEALTH SCIENCES

CURRICULUM CHANGE

Name of Program and Degree Award: New Certificate in Nursing Home Administration

Hegis Number: 1202

Program Code: TBD

Effective Term: Fall 2022

1. Type of Change: New Certificate Program

2. Description:

Certificate in Nursing Home Administration (15-27 Credits)

This certificate provides the required courses for individuals planning to pursue New York State licensure in nursing home administration. The certificate consists of the five three-credit courses required to prepare students to sit for the New York State licensure exam. Students apply for the Administrator-in-Training internship directly with the New York Department of Health. These fifteen credits are recognized by the NYS Department of Health in their listing of Accredited Educational institutions.

Admissions:

The admission requirement for the certificate program is either an earned bachelor's degree or current Lehman students may enroll if they have a 2.5 GPA and have successfully completed HSA 267, HSA 312, and ACC 171 or ACC 185.

Certificate Requirements:

Completion of the following courses with a grade of C- or better is required:

<u>Number</u>	<u>Course Name</u>	<u>Credits</u>
<u>HEA 310</u>	<u>Health and Aging</u>	<u>3</u>
<u>HSA 301</u>	<u>Human Resources and Labor Relations in Health Services</u>	<u>3</u>
<u>HSA 304</u>	<u>Financial Aspects of Health Care Administration</u>	<u>3 – 15*</u>
<u>HSA 325</u>	<u>Nursing Home Administration</u>	<u>3</u>
<u>HSD 308</u>	<u>Legal Issues in Health Care</u>	<u>3</u>

*HSA 304 has the following pre-requisites HSA267 (3 credits), HSA312 (3 credits) plus prerequisite of HSD 266, (3 credits), and ACC171 or ACC185 (3 credits).

3. Rationale:

Earning a Certificate in Nursing Home Administration will strengthen students' skills and preparedness for the roles of nursing home and long-term care administration. Successful completion of these 15-27 credits prepares students to secure a DOH-approved year-long internship and take their nursing home administrator's licensure exam. The New York State Department of Health approved HSA's courses in 2017; however, the Health Service Administration program had not advertised this information as a structured or cohesive programmatic option. A marketed certificate program through Lehman Extension (LEx) would increase enrollment of students from the Bronx and other areas, thus expanding our impact on the Bronx's community and increasing revenues for Lehman College.

4. Date of departmental approval: 4/7/2021

**LEHMAN COLLEGE
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DEPARTMENT OF HEALTH SCIENCES

CURRICULUM CHANGE

1. **Type of Change:** *New Course*

Department(s)	Health Sciences
Career	<input checked="" type="checkbox"/> Undergraduate [] Graduate
Academic Level	<input checked="" type="checkbox"/> Regular [] Compensatory [] Developmental [] Remedial
Subject Area	HEALTH SERVICES ADMINISTRATION
Course Prefix & Number	HSA 469
Course Title	Health Services Administration Pre-Internship Seminar
Description	Weekly seminar focused on the development of specific, role-related technical and professional skills necessary for effective health administration careers. The course will also prepare students for the HSA 470 internship including internship site selection, application preparation, interviewing skills, and other professional issues such as advocating for diversity in the workplace and evolving public health initiatives.
Pre/ Co Requisites	PREREQUISITE: Departmental Permission
Credits	3
Hours	3
Liberal Arts	[] Yes [X] No
Course Attribute (e.g. Writing Intensive, WAC, etc)	
General Education Component	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science

	<input type="checkbox"/> Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World
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2. Rationale (Explain how this change will impact the learning outcomes of the department and Major/Program):

HSA has approximately 180 students who are eligible to take the internship course every year. The current structure crunches all of the work of attaining an internship and completing the hours in the same semester. This is overwhelming for both students and faculty. To best prepare HSA students for their culminating HSA internship experience (HSA 470), HSA 469 should be the pre-requisite to HSA 470. HSA 470 will prepare students to identify internship opportunities, assist with the application process, teaching students about professionalism, resume and cover letter writing, internship search strategies, and other skills to assist in securing an HSA-appropriate internship in the subsequent semester. Additional new course content will include developing skill competencies related to the administrative work-related responsibilities. The seminar will also increase skills for understanding and working with people of diverse backgrounds and cultures, focusing on how to work effectively within diverse environments and with diverse populations. Separating the internship course from the current six-credit class and breaking it up into two, three-credit classes taken in succession will also help our students complete their degree in a timely manner.

5. Date of departmental approval: 4/7/2021

**LEHMAN COLLEGE
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DEPARTMENT OF HEALTH SCIENCES

CURRICULUM CHANGE

1. **Type of Change:** *Course description, hours, credits, and prerequisite*

2. **From:** ~~Strikethrough the changes~~

Department(s)	Health Sciences
Career	<input checked="" type="checkbox"/> Undergraduate [] Graduate
Academic Level	<input checked="" type="checkbox"/> Regular [] Compensatory [] Developmental [] Remedial
Subject Area	HEALTH SERVICES ADMINISTRATION
Course Prefix & Number	HSA 470
Course Title	Administrative Skills in Health Services Organizations II
Description	Onsite administrative practice with a preceptor, focusing on the development of specific, role-related technical and professional skills necessary for effective health care services management, accompanied by a weekly seminar relating field experience to organizational problem solving and effective management of organizational dynamics.
Pre/ Co Requisites	PREREQUISITE: Departmental Permission
Credits	4
Hours	4
Liberal Arts	[] Yes [X] No
Course Attribute (e.g. Writing Intensive, WAC, etc)	NA
General Education Component	<u> X </u> Not Applicable <u> </u> Required <u> </u> English Composition <u> </u> Mathematics <u> </u> Science

	<input type="checkbox"/> Flexible <input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World
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3. **To:** Underline the changes

Department(s)	HEALTH SERVICES ADMINISTRATION
Career	<input checked="" type="checkbox"/> Undergraduate [] Graduate
Academic Level	<input checked="" type="checkbox"/> Regular [] Compensatory [] Developmental [] Remedial
Subject Area	HEALTH SERVICES ADMINISTRATION
Course Prefix & Number	HSA 470
Course Title	Health Services <u>Administration Internship</u>
Description	Onsite administrative practice with a preceptor, focusing on the development <u>and application</u> of specific, role-related technical and professional skills necessary for effective health care services management. <u>NOTE Requires 130 hours of fieldwork.</u>
Pre/ Co Requisites	Pre-requisite: <u>HSA 469</u>
Credits	<u>3</u>
Hours	<u>3</u>
Liberal Arts	[] Yes [X] No
Course Attribute (e.g. Writing Intensive, WAC, etc)	NA
General Education Component	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Required <input type="checkbox"/> English Composition <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Flexible

	<input type="checkbox"/> World Cultures <input type="checkbox"/> US Experience in its Diversity <input type="checkbox"/> Creative Expression <input type="checkbox"/> Individual and Society <input type="checkbox"/> Scientific World
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4. Rationale (Explain how this change will impact the learning outcomes of the department and Major/Program):

To align HSA 470 with the other health science internships, the field work and seminar of the 130-hour internship needs to be divided into two different courses taken in succession: HSA 469 for the weekly seminar the semester prior to HSA 470 for the 130-hour fieldwork. The change will improve course alignment for the department and help students in securing and succeeding in their internship. The change will improve learning outcomes for students as they understand and differentiate between learning outcomes of their fieldwork compared to the learning outcomes of their seminar. Spreading the requirement over the students' final two semesters will also help students meet their degree requirements in a timely fashion.

5. Date of departmental approval: 4/7/2021