

# HEALTH CARE ADMINISTRATION (MSHCA)

## Department of Public Policy and Administration

### School of Business and Public Administration

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## Values, Mission, and Goal

### Public Service Values

Accountability (Ethical and democratic values)

Effectiveness (Professional value)

Efficiency (Professional value)

Integrity (Ethical value)

Humaneness (Human value)

### PPA Mission Statement

The Department of Public Policy and Administration at CSU Bakersfield will foster and improve critical thinking, communication, leadership, management, and ethical reasoning for present and future managers in government, nonprofit, and health care organizations within the San Joaquin Valley. The critical skills learned from this curriculum will ensure that managers in the government, nonprofit, and health care sectors exercise governance in an inclusive and socially responsible manner.

### Strategic Goal

The purpose of the PPA graduate programs is to prepare competent, ethical and effective public, nonprofit, and health care managers and leaders to advance the public service.

### Professional and Academic Standards

The purpose of the PPA programs is to prepare competent, ethical and effective public, nonprofit, and health care managers and leaders to advance the public service. Consistent with established university academic and professional standards, students must develop and demonstrate integrity in all activities to inspire public confidence and trust in public service. Students and applicants found by formal review of the department, to be lacking in academic integrity or in professional ethical standards of behavior may be denied admission, placed on probation, suspension or dismissed from the programs. Such departmental actions are, of course, subject to university review and appeal.

### Admission Criteria

1. Possession of a baccalaureate degree from an accredited college or university;
2. A grade point average of not less than 3.00 in all undergraduate course work;
3. For students with grade point averages between 2.75 and 3.0, two letters of recommendation (at least one academic) and other relevant material about professional qualifications and experience are required.

4. For applicants whose preparatory education is principally in a language other than English, a TOEFL score of 79.

### Application, Admission, and Classification

Admission to the programs is a two-step process. Interested students must first apply to the University. To receive application materials, prospective students should contact:

Office of Admission and Records  
California State University, Bakersfield  
9001 Stockdale Highway  
Bakersfield, CA 93311-1099  
Students may also apply online

Students must indicate on their CSU Application for Graduate Admission that they are interested in the MS in Health Care Administration (Code 12021). Admission to the University does not constitute admission to the MSHCA programs. The Program Director will contact the student after being notified that the student has applied to the program. The Programs accept applications continuously for each semester.

### Classification of Graduate Students

The admission standards recognize the need for different measures to establish the standard of quality between pre-service and in-service students. Final judgment on admission will be made by the department based on a combination of several of the above eligibility factors. Students who meet all criteria can be admitted as Classified graduate students. Students who do not meet the GPA requirements can be admitted as Conditionally Classified graduate students, but will be required to sign a contract to successfully complete the MSHCA Foundation requirements with a grade of "B" (3.0) in each course ("B-" does not qualify).

### Graduation Requirements

The MSHCA degree programs require a minimum of 30 units of approved coursework three (3) units of a master's paper, and 3 units of an internship. If the internship is satisfied by experience, an additional 3-unit elective may be required. All graduate and post-baccalaureate credential students must meet the Graduation Writing Assessment Requirement (GWAR). If the student earned his/her baccalaureate from CSUB or any CSU campus in the last 35 years; completed the GMAT, CBEST, or GRE; published an academic article as first author; or completed an MS or MA in another discipline, then the student may have already met the GWAR requirement. The article or thesis must be certified by the GWAR committee. Otherwise, MSHCA students will need to take the Graduation Writing Assessment Requirement Examination offered once per semester or complete a GWAR approved course. The Learning Goals and Objectives of the MSHCA program can be found at <http://www.csub.edu/bpa/graduate/MSHCA/LearningGoals/index.html>.

### Requirements for the MSHCA Program (36 units)

1. **MSHCA First Year Program**  
PPA 4010, HCA 5050, 5140, 5360 and up to 3 electives
2. **MSHCA Second Year Program**  
HCA 5260, 6030, 6180, 6610, 6620
3. **Internship (3 units) or Practicum (3 units)**  
Graduate students who do not have two years of supervisory experience in the health care sector will be required to take a health care sector internship. See the Internship Coordinator for more information.
4. **Master's Paper (3 units)**  
PPA 6980 Masters Paper - Candidates for the MSHCA degree must complete a culminating activity in accordance with Title V of the California Administrative Code. The purpose of this activity is to demonstrate competency acquired in the graduate program. This includes mastery of knowledge in the discipline and in the ability to use theory and method in the preparation of an applied research project. Research for the master's paper that involves data from human subjects must be reviewed and approved by the Institutional Review Board for Human Subjects Research (IRB/HSR). For additional details, see their website <http://www.csub.edu/grasp/irbhsr/>.