Health Administration, M.H.A.

Degrees Offered

• Master of Healthcare Administration

Nature of the Program

A Master of Health Administration (MHA) is a professional degree focused on the organization, delivery and management of healthcare and public health systems and services. It is the premier professional program for those seeking to lead the healthcare organizations and health systems of the future.

The WVU MHA program prepares students for promising careers leading innovative, population health-oriented organizations and health systems. Graduates leave our program with the skills necessary to work in a variety of healthcare and public health settings such as hospitals, medical group practices, long-term and rehabilitation care, behavioral health systems, healthcare consulting firms, and health departments. Students will also be excellently prepared for post-graduate administrative fellowships.

The MHA program at WVU focuses on providing students with both a breadth and depth of knowledge in areas critical to success as an administrative leader in the health sector, including:

• Health Services & Operations Management
• Leadership & Organizational Behavior
• Health Finance & Economics
• Health Policy, Law & Ethics
• Strategic Planning & Managerial Decision Making
• Project Management
• Healthcare Quality & Outcomes Management

The program requires courses across these disciplines. Additionally, elective courses allow students to specialize in a variety of areas. Importantly, a robust practice-based internship requirement assures students experiential application of the competencies and skills learned in the classroom.

FACULTY

PROFESSORS

• Nicholas Castle - PhD (Pennsylvania State University)
• Jeffrey Coben - MD (University of Pittsburgh)

ASSOCIATE PROFESSORS

• Thomas Bias - PhD (West Virginia University)
• Erik Carlton - DrPH (University of Kentucky)
• Stephen Davis - PhD (West Virginia University)
• Robert Duval - PhD (Florida State University)

ASSISTANT PROFESSOR

• Sarah Woodrum - DrPH (University of Illinois - Chicago)

Admissions

If you are ready to apply to West Virginia University School of Public Health, the admissions team is here to assist you.

MASTER OF HEALTH ADMINISTRATION (MHA)

ADMISSION GUIDELINES

• Baccalaureate degree from an accredited college or university with a preferred overall GPA of 3.5, minimum 3.0
• International students must meet WVU's minimum score requirements for English language proficiency. (https://graduateadmissions.wvu.edu/how-to-apply/apply-for-2020-2021/international-graduate-applicant/)
• Other requirements:
• Resume
• Letter(s) of recommendation (2-3)
• Personal statement

APPLICATION PROCESS

Our Master of Health Administration program participates in the Schools of Public Health Application Service (SOPHAS), http://www.sophas.org/. The MHA Admissions process has two steps. (1) All MHA applications must be submitted through the national SOPHAS service and (2) applicants must also submit a WVU Graduate application, https://graduateadmissions.wvu.edu/.

In addition to the application, applicants must submit to SOPHAS a personal statement, two or three letters of reference, a current resume/curriculum vitae, and all university transcripts. SOPHAS requires original transcripts from ALL U.S. and International institutions attended (even Study Abroad).

There is a SOPHAS application fee.

• E-submit your application as soon as the applicant entered information is complete. Do NOT wait for SOPHAS to receive transcripts, recommendations or test scores.
• Plan Ahead! Allow up to 4 weeks for SOPHAS to verify grades, process, and mail your application to your designated institutions after your documents have been received.
• SOPHAS grants fee waivers based upon financial need for Peace Corps Volunteers, McNair Scholars, Gates Millennium Scholars Program, AmeriCorps, U.S., and International applicants.

Once the department has reviewed the SOPHAS application, students will receive a communication from the WVU School of Public Health regarding their recommendation for acceptance and instructions to complete the WVU graduate application and pay the application fee.

Please Note: There are both SOPHAS and WVU application fees.

Admission Requirements 2023-2024

The Admission Requirements above will be the same for the 2023-2024 Academic Year.

Major Code: 8415

Master of Health Administration

Minimum GPA of 3.0 is required.

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>PUBH 640</td>
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<td>PUBH 659</td>
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<td>Health Economics for Population Health</td>
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<td>Health Administration and Operations Management</td>
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<td>Analytic Methods for Health Policy, Management, and Leadership</td>
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<td>HPML 623</td>
<td>Healthcare Finance</td>
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<td>Internship</td>
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<td>Professional Issues in Health Administration: Health Policy</td>
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<td>HPML 652</td>
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<td>Professional Issues in Health Administration: Talent and Culture</td>
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<td>HPML 654</td>
<td>Professional Issues in Health Administration: Health Information and Management Systems</td>
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<td>Health Services Project Management</td>
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<td>Managerial Epidemiology &amp; Strategy</td>
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<td>Managing Quality Improvement in Healthcare</td>
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Electives 4-6

Total Hours 45-47
# Suggested Plan of Study

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Total credit hours: 45-47

## Major Learning Outcomes

### HEALTH ADMINISTRATION

#### COMMUNICATION AND RELATIONSHIP MANAGEMENT
1. Interpersonal Communication: Students will build collaborative and productive relationships.
2. Relationship Management: Students will demonstrate negotiation and conflict resolution skills.
3. Writing Skills: Students will prepare effective business communications.
4. Presentation Skills: Students will demonstrate professional oral communication and presentation skills.

#### LEADERSHIP SKILLS
1. Leading & Managing Others: Students will hold self and others accountable for team and/or organizational goal attainment.
2. Change Management: Students will show the ability to promote and manage change.
4. Systems Thinking: Students can assess the potential impacts and consequences of decisions in a broad variety of situations.
5. Problem-Solving & Decision-Making: Students are able to apply evidence-based techniques to health services decisions.

#### PROFESSIONALISM
1. Personal & Professional Ethics: Students will exhibit honesty, integrity, and ethical behavior.
2. Personal Responsibility: Students will fulfill their commitments and demonstrate accountability.
3. Professional & Community Contribution: Students demonstrate a commitment to community engagement and service.
4. Working in Teams: Students will demonstrate the capacity to work in and lead teams.

#### KNOWLEDGE OF THE HEALTHCARE ENVIRONMENT
1. Health Services Issues & Trends: Students can examine important issues in health services, including circumstances causing major changes and reform in U.S. health systems and services.
2. Health Services Legal Principles: Students are able to discuss and analyze health-related legal principles, including compliance standards, regulations, and risk management.
3. Health Policy: Students are able to articulate the impact of health policies on the delivery of health services.
4. Public & Population Health: Students understand and explain the major factors in population health status.

#### BUSINESS AND ANALYTICAL SKILLS
1. Financial Management: Students are able to compile, analyze, and interpret financial information for health services decision making.
2. Human Resources: Students will apply methods and techniques related to the management of health services organizations, employees and professional staff.
3. Organizational Dynamics & Governance: Students can articulate the roles, responsibilities, structures, and influence of governing bodies in health services organizations.

4. Strategic Planning: Based on environmental analysis, development of strategic alternatives, and discernment of a competitive strategy, students will formulate an evidence-based business strategy appropriate for health services and systems.

5. Marketing: Students will analyze and assess markets, market segmentation, strategy, change, and innovation related to health systems and services.

6. Information Management: Students will demonstrate proficient technology skills and understanding of information technology in health services environments.

7. Quality/Performance Improvement: Students will discern relevant problems and apply principles and concepts of quality/performance improvement of health services and systems.

8. Data Analytics: Students can analyze and interpret quantitative information.

9. Planning and Managing Projects: Students will design, plan, implement and assess health services projects, including developing appropriate timelines related to performance, structure and outcomes.

10. Health Economic Analysis and Application: Students will analyze and apply health economics theories and concepts to decision making.

COURSES

HPML 593. Special Topics. 1-6 Hours.
A study of contemporary topics selected from recent developments in the field.

HPML 601. Foundations of Health Policy. 3 Hours.
An in-depth look at the health policy process in the United States, special emphasis is taken to distinguish between public health policy, healthcare policy, and health in all policies. Additionally, students learn to differentiate between organizational policy and public policy. Attention focuses on the formation, implementation, and evaluation stages of policy.

HPML 610. Health Economics for Population Health. 3 Hours.
PR: HPML 601 and PUBH 612. Students acquire fundamental knowledge of health economics and economic approaches and methodologies to analyze critical issues in health care and health policy.

HPML 620. Health Administration and Operations Management. 3 Hours.
Introduction to elements of organizational planning, management, and structure which create a resilient, learning public health organization. Effective public health organizational leaders understand how to provide trade-offs between efficiency, security, and equity, in a manner to optimize organizational value. This course provides an overview of human resources management, strategic planning, and operations planning to develop responsive and yet robust organizations.

HPML 622. Analytic Methods for Health Policy, Management, and Leadership. 3 Hours.
PR: PUBH 612 and PR or CONC: HPML 601. Students acquire a foundation in essential evaluation approaches and methods needed as professionals in health policy, management, and leadership including policy analysis, health services research, program evaluation, and decision analysis.

HPML 623. Healthcare Finance. 3 Hours.
This course provides an overview of the financial management of healthcare organizations.

HPML 624. Advanced Issue Analysis for Health Policy. 3 Hours.
PR: HPML 601. Advanced study of the policy making process, breaking down essential components in the agenda-setting phase including problematization, claims making, policy framing theories, and media analysis. Students gain knowledge and experience in planning, executing and evaluating an agenda-setting campaign including media and policymaking components related to the social determinants of health.

HPML 626. Internship. 1-6 Hours.
(May be repeated for a maximum of 6 credit hours.) The internship provides students the opportunity to develop their practical skills and enhance professional competencies by applying the knowledge and techniques gained from their MPH coursework to public health practice.

HPML 629. Tools for Health Policy and Management Communication. 2 Hours.
PR: HPML 601. Students are provided with a set of tools utilized to analyze, predict, and communicate a variety of policy and management related tasks.

HPML 650. Professional Issues in Health Administration: Health Policy. 1 Hour.
This survey course examines foundational factors that influence and drive US public health policies. Further, this course will review the formation, implementation, and evaluation stages of policy from the past two decades.

HPML 652. Professional Issues in Health Administration: Law and Ethics. 1 Hour.
This survey course examines modern legal and ethical issues in public health. This course also examines the foundational public health practices as it relates to US law, ethics, healthcare systems, and patients.

HPML 653. Professional Issues in Health Administration: Talent and Culture. 1 Hour.
PR: Students must have completed all required core courses to fulfill the MHA degree requirements or consent. This course provides an overview of the current professional issues in management, strategic planning, and operations planning to develop responsive and robust organizations.
HPML 654. Professional Issues in Health Administration: Health Information and Management Systems. 1 Hour.
PR: Students must have completed all required core courses to fulfill the MHA degree requirements or consent. This course examines key contemporary issues and innovations in US health information and management systems to provide students with practical knowledge about the technological tools that healthcare leaders need to make informed decisions about the improvement the quality, cost, and health outcomes.

HPML 655. Health Services Project Management. 3 Hours.
Introduces the fundamentals of project management with an emphasis on the healthcare environment. Common project management tools and techniques that can be used throughout the project lifecycle to promote projects that are finished on time, within budget, and within scope are introduced. The critical importance of stakeholder management and tailoring leadership styles to project characteristics are discussed at length.

HPML 656. Management Decisions and Strategic Planning. 3 Hours.
Introduction to the principles and tools of epidemiology as applied in the field of health care administration. Specific emphasis on strategic planning and management of health service organizations.

HPML 659. Comprehensive Experience in Healthcare Management. 3 Hours.
PR: Students must have completed all required core courses to fulfill the MHA degree requirements or consent. This course provides students the opportunity to demonstrate their command of the Master of Health Administration’s core competencies through a culminating project. Additionally, this course requires students to independently synthesize and apply methods, concepts, skills and knowledge gained in previous coursework to develop, prepare, and present a substantive SWOT analysis.

HPML 660. Methods for Health Services Research 1. 3 Hours.
PR: BIOS 601 and HPML 622. Students acquire proficiency in health services research methodologies used to assess how health care services are organized, financed, assessed and delivered, and how these arrangements affect health care quality and outcomes, and population health.

HPML 661. Health Services Research Informatics. 3 Hours.
This course provides students with the applied practical understanding of and skills needed to access and use health care information systems used in performing health services research analysis.

HPML 667. Policy Analysis for Population Health 1. 3 Hours.
PR: BIOS 601 and HPML 622. This course provides students an intermediate understanding of policy analysis approaches during the formation, implementation, and outcome stages of a policy's lifespan. A wide variety of healthcare and public health policies will be analyzed.

HPML 671. Population Health Policy Analysis Informatics 1. 3 Hours.
PR: BIOS 601 and HPML 601 and HPML 622. This course provides students with the applied practical understanding of and skills needed to access and use public health and policy information systems used in performing health policy analysis.

HPML 672. Global Health Policy. 3 Hours.
Using a health equity and social justice perspective, students will examine the major health issues facing the global health community, including health disparities, and the international institutions and policies developed to address these global health challenges.

HPML 675. Healthcare and Insurance Policy: Medicaid, Medicare, and the Affordable Care Act. 3 Hours.
Students will attain a thorough understanding of Medicaid, Medicare, and other healthcare delivery systems in the United States, with special attention paid to issues of Federalism, financing, and the political nature of health insurance delivery systems. The massive Patient Protection and Affordable Care Act legislation and its effect on the healthcare system in the United States will also be examined.

HPML 680. Performance and Economic Evaluation for Public Health. 3 Hours.
This course presents methods to demonstrate the business merit and worth of public health programs or policies. These commonly used techniques include measuring business performance, developing business case arguments, and performing economic evaluations.

HPML 681. Applied Health Care Leadership. 3 Hours.
An exploration of topics related to the theory and practice of leadership and activities designed to develop effective leadership skills that can be applied in both the healthcare management profession and society in general.

HPML 682. Managing Quality Improvement in Healthcare. 3 Hours.
Introduces students to the latest healthcare quality and patient safety improvement thinking through didactic sessions, interactive exercises and case studies with direct relevance for public health practitioners, healthcare administrators or clinicians. Examines healthcare quality and patient safety from a strategic viewpoint to make healthcare administrators effective decision makers. Provides students necessary theoretical knowledge to obtain a Six Sigma green belt.

HPML 683. Ethical Leadership in Public Health. 3 Hours.
Students will explore contemporary theory on both leadership and ethics and apply these to Public Health service.

HPML 690. Teaching Practicum. 1-3 Hours.
PR: Consent. Supervised practice in college teaching of health policy, management, and leadership. Note: This course is intended to insure that graduate assistants are adequately prepared and supervised when they are given college teaching responsibility. It also provides a mechanism for students not on assistantships to gain teaching experience. (Grading will be S/U.).

HPML 691. Advanced Topics. 1-6 Hours.
PR: Consent. Investigation in advanced topics that are not covered in regularly scheduled courses.

HPML 693. Special Topics. 1-6 Hours.
A study of contemporary topics selected from recent developments in the field.
HPML 695. Independent Study. 1-9 Hours.
Faculty-supervised study of topics not available through regular course offerings.

HPML 696. Graduate Seminar. 1-3 Hours.
PR: Consent. Each graduate student will present at least one seminar to the assembled faculty and graduate student body of his or her program.

HPML 697. Research. 1-9 Hours.

HPML 790. Teaching Practicum. 1-3 Hours.
PR: Consent. Supervised practice in college teaching of health policy, management, and leadership. Note: This course is intended to insure that graduate assistants are adequately prepared and supervised when they are given college teaching responsibility. It also provides a mechanism for students not on assistantships to gain teaching experience. (Grading will be S/U.).

HPML 797. Research. 1-9 Hours.