

William Rainey Harper College and Governors State University

Transfer Guide for Associate of Applied Science in Medical Office Administration Health Administration

The following is presented as an articulation agreement between Harper College (Harper) and Governors State University (GSU) for the Health Administration degree program based on the current catalogs for both institutions. The student would receive an Associate in Applied Science (AAS) degree from Harper and a Bachelors of Health Administration (BHA) degree from GSU. **The BHA degree is offered at Triton College.**

I. TRANSFERABLE GENERAL EDUCATION CORE CURRICULUM: (17 credits) (Refer to the AA/AS Degree Guidelines for a list of courses in Section I)

Communications (6 hours)

- ENG 101 - Composition I (3)
- SPE 101 - Fundamentals of Speech Communication (3)
(substitute for Communications elective)

Humanities and Fine Arts (0 hours)

Mathematics (4 hours)

- MTH 165 -Elementary Statistics (4) (suggested- meets HLAD 304)

Physical and Life Sciences (4 hours)

- BIO 135 or 160- Introduction to Human Anatomy and Physiology or
Human Anatomy (4)

Social and Behavioral Sciences (3 credits)

- ECO 211 - Microeconomics (3) (suggested- meets HLAD 302)

II. A.A.S. AREA OF CONCENTRATION/MAJOR FIELD (44-45 credits)

- BIO 136 or 161- Introduction to Human Disease or Human Physiology (3-4)
- HSC 104 - Health Care Technology and Informatics (2)
- HSC 105 - Introduction to Health Care Today (2)
- HSC 112 - Medical Terminology (2)
- HSC 165 - Basic Pharmacology (1)
- HSC 213 - Legal and Ethical Issues in Health Care (2)
- MGT 111 - Introduction to Business Organization (3)
- MGT 270 - Principles of Management (3)
- MOA 145 - Health Care Records Management (2)
- MOA 150 - Math Applications in Health Care (1)
- MOA 195 - Principles of Health Insurance Billing (3)
- MOA 235 - Health Care Office Procedures (3)
- MOA 245 - Health Care Office Management (3)
- MOA 299 - Medical Office Capstone.(3)
- MOA Electives Group I (minimum 6 credits) see HC catalog for course selection
- MOA Electives Group II (minimum 6 credits) see HC catalog for course selection

REQUIRED A.A.S. DEGREE PROGRAM TOTAL: 62 hours

* Refer to the Harper's AA/AS guidelines for a list of course choices in Section I.

Note: Students can complete up to 75 hours at Harper by taking additional general education courses required for BHA degree.

(over)

III. TO BE TAKEN AT GSU OR HARPER COLLEGE

Transferable General Education courses

Harper ENG 102 - Composition II (3) or
GSU Written Communication course (3)*

Fine Arts Course (3)*

Humanities Course (3)*

Humanities or Fine Arts Course (3)*

Physical Science Course (3-4) must have a lab if lacking HC BIO 160*

Social Science Course (3)*

IV. TO BE TAKEN AT GSU

Required Courses: (45-51 hours)

HLAD 301 - Introduction to Health Care Management Strategies (3)
HLAD 302 - Principles of Health Care Microeconomics (3) (if lacking HC ECO211)
HLAD 303 - Basics of Health Care Informatics (3)
HLAD 304 - Health Care Statistics (3) (if lacking HC MTH165)
HLAD 325 - Health Care Organizations (3)
HLAD 335 - Introduction to Epidemiology (3)
HLAD 340 - Medical Sociology (3)
HLAD 401 - Health Care Organizational Behavior (3)
HLAD 450 - Health Planning (3)
HLAD 455 - Management in Health Care Setting (3)
HLAD 460 - Health Care Economics (3)
HLAD 465 - Legal Aspects of Health Care (3)
HLAD 468 - Institutional Management for Health Care Organizations (3)
HLAD 490 - Health Administration Practicum (3)
HLAD 502 - Health Care Accounting (3)
HLAD 503 - Health Care Human Resource Management (3)
POLS 355 - Health Care and Politics (3) (also meets Social Science Gen. Ed.)

Minimum Required for BHA in Health Administration: 120 hours

*Refer to GSU/HC website for a list of course choices in Section III General Education course options.

For Additional Information:
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