

STUDENT NAME	SID #
PROGRAM CHAIR	DATE

PROGRAM REQUIREMENTS			Requested Substitution/Transfer Credits (if applicable)			Completed		
Course	Course Title	CR	College/University	Course	CR	Grade	Quarter	Year
PROFICIENCY REQUIREMENT								
Proficient use of Microsoft Word, Excel, and PowerPoint								
PREREQUISITE REQUIREMENTS								
Associate degree in business, science, accounting, IT or healthcare-related field, or equivalent credits		50						
Science Must include one lab science course		10						
Writing English Composition and Technical Writing or Research Writing		10						
College Level Math MATH 130 Statistics, BA 240 Statistical Analysis, or equivalent		5						
CO-REQUISITE REQUIREMENTS								
AHE 110 Medical Terminology (for students with non-healthcare background), or BUS& 101 Introduction to Business (for students with healthcare background)		5						
Humanities From AAS-DTA transfer list		5						
Social Science From AAS-DTA transfer list		5						
<i>Either Humanities or Social Science must be a communication course</i>								
CORE MANAGEMENT AND LEADERSHIP COURSES								
CMST 330	Intercultural Health Communication	5						
ECON 315	Economics of Healthcare	5						
HCML 301	Essential Foundations for Healthcare Managers	5						
HCML 310	Health Information Systems for the HC Manager	5						
HCML 320	Finance and Accounting for Healthcare Managers	5						
HCML 325	Organizational Theory and Behavior in Healthcare	5						
HCML 340	Human Resources Management in Healthcare	5						
HCML 350	Legal and Regulatory Aspects of Healthcare	5						
HCML 375	Project Management for HC Managers	5						
HCML 380	Revenue Cycle in Healthcare	5						
HCML 401	Marketing in Healthcare Environment	5						
HCML 411	Institutional Quality Management & Accreditation	5						
HCML 415	Strategic Operations Management in Healthcare	5						
HCML 440	Business Planning in Healthcare	5						
HCML 460	Management and Leadership in Healthcare	5						
PHIL 365	Biomedical Ethics: Theory and Practice	5						
<i>Choose one combination from the following:</i>		5						
HCML 465	Capstone Proposal (1 Cr) and							
HCML 475	Capstone Project (4 Cr)							
HCML 466	Field Studies Orientation (1 Cr) and							
HCML 476	Field Studies (4 Cr)							
ELECTIVE COURSES		5						
HCML 399	Healthcare Management Independent Study (1-5 Cr)							
HCML 420	Managerial Perspectives in Global Healthcare (5 Cr)							
HCML 494/5/6/7	Special Topics (1-5 Cr)							
RAIM 301	Essentials of Imaging and Therapy (5 Cr)							
GRAND TOTAL		180						

The Bachelor of Applied Science (BAS) in Healthcare Management and Leadership, General Concentration in Healthcare Management, is a career-oriented bachelor's degree program developed specifically to meet the career advancement needs of individuals with business and/or healthcare preparation and experience. It is designed to prepare individuals to successfully compete for jobs that require knowledge of the healthcare system and supervisory or management skills.

The first 90 credits of the degree are fulfilled by entrance prerequisites. The second half of the degree program offers a professionally relevant curriculum that helps students achieve their goals.

LEARNING OUTCOMES

Degree recipients should possess the following skills and abilities:

- Manage, analyze, and present healthcare data for effective decision-making in support of wide array of healthcare practices such as meaningful use initiatives, patient safety studies, and revenue cycle management
- Serve as liaison between technical and clinical functions to support users, including training and documenting the use of new technologies
- Complete a capstone project that demonstrates the breadth and depth of the educational preparation
- Demonstrate a commitment to continued competency through life-long learning

PROGRAM ELIGIBILITY

Individuals must have:

- Associate degree in business, science, accounting, IT or healthcare-related field, or equivalent credits
- Demonstrated completion from a regionally accredited college of the following courses, or their equivalent, with a grade point average of 2.0 or better:
 - Science: must include at least one lab science course
 - English composition course and Technical Writing or Research Paper course
 - College Level Math: MATH 130 Statistics or BA 240 Statistical Analysis or equivalent
- Co-requisite requirement: must be completed no later than the first two quarters of acceptance
 - Humanities course from AAS-DTA transfer list
 - Social sciences course from AAS-DTA transfer list
 - Either Humanities or Social Science must be a communication course
 - Introduction to Business, or Medical Terminology course, depending on student background

DEGREE REQUIREMENTS

In addition to eligibility requirements, students must achieve the following:

- Completion of 90 quarter credits in the general program and concentration requirements, with a grade of "C", or better
- A minimum cumulative GPA of 2.0 for all coursework taken at BC and the courses applies to the degree, including credits transferred from other colleges
- At least 45 quarter credits for the degree must be completed in residence at BC, of which 30 credits must be upper division

APPLICATION PROCESS

To be considered for the Bachelor of Applied Science in Healthcare Management and Leadership program, with a general concentration in Healthcare Management, prospective students must submit the following:

- Completed general Bellevue College admission form
- Nonrefundable admissions and placement fee of \$55
- Completed Bachelor of Applied Science application form
- Nonrefundable application fee of \$90
- Official transcripts from a regionally accredited college(s), demonstrating completion of an appropriate associate's degree or equivalent credits, and the prerequisite courses, with a GPA of 2.0 or higher
- Two letters of recommendation from someone who personally knows your work, such as your current or past supervisor, discussing your contributions to your work place and how he or she believes you will benefit from completion of the BAS program.
- Personal statement of no more than 500 words discussing your understanding of the role in your chosen field and how that fits in with your personal or professional goals. You may also discuss your work experience; your advanced certifications; specific or unique attributes that you will bring to the program; challenges or hardships you have overcome in pursuing your educational or work goals; or other special considerations that would make you a good candidate for the program.
- A diversity statement that addresses the following prompt: Provide specific examples of how your educational and/or professional experiences, background or philosophy demonstrate your commitment to diversity and equity, and how these prepare you to contribute to the community, the healthcare industry, and to Bellevue College (max 1 page)

FOR MOST UP-TO-DATE INFORMATION, GO TO:

www.bellevuecollege.edu/hcml

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