

Handbook for Graduate Students

Master of Health Services
Administration (MHSA)

**Department of Health
Sciences**



Revised August 2006

Table of Contents

Department of Health Sciences	3
MHSA Mission Statement	3
Core Values	3
Student Learning Objectives	4
Description of MHSA Culminating Experiences	6
MHSA Program Professional Ethics and Values	7
MHSA Students' Rights and Responsibilities	11
MHSA Program Admission Standards	12
MHSA Program of Study	14
MHSA Program of Study Work Sheet	16
MHSA Proposed Course Tracking	17
Appendix A – MPH Practicum Guidelines	

Welcome from the Chair of the Department of Health Sciences

Welcome to the MHPA program at Armstrong Atlantic State University. This Handbook has been developed to familiarize you with program policies and procedures and to serve as a resource to you as you progress through the program. You are also advised to familiarize yourself with the current *AASU Graduate Catalog*. Good luck to you and welcome aboard!

Sandy Streater, Chair, Health Sciences Dept.

MHPA Mission Statement

The **mission** of the MHPA degree program is consistent with the strategic missions and core values of Armstrong Atlantic State University and the College of Health Professions, the Master of Health Services Administration (MHPA) degree program exists to provide convenient access to quality general educational programming opportunities in health services administration to a diverse body of students residing in the state of Georgia and surrounding areas. The primary educational mission of the MHPA program is supported by a programmatic commitment to applied scholarship in the fields of health administration, health policy, and health services research, as well as by a commitment to community and professional service.

MHPA Core Values

The core values identified as being necessary and sufficient to accomplishing the stated mission of the MHPA program include the following:

- A commitment to educational integrity
- A commitment to research-based instruction
- A commitment to community health and well-being
- A commitment to diversity of views / backgrounds among faculty, students, and program stakeholders
- A commitment to educational/instructional quality management and improvement
- An emphasis on student-centered educational programming
- A commitment to the advancement of health services administration as a professional discipline

MHSA Student Learning Objectives

These objectives describe what a successful learner should know and be able to do upon completion of the MHSA program.

Learning Outcome 1:

All MHSA students will demonstrate the acquisition of appropriate knowledge and skills related to the management of the health services environment, processes of patient care, and/or population health.

Learning Objectives (Learning Outcome 1):

Upon completion of the MHSA Program, graduates will be able to:

- Demonstrate an understanding of structuring, marketing, positioning, and governing health services organizations to achieve optimum performance.
- Demonstrate an understanding of the effective financial management of health services organizations.
- Demonstrate an understanding of the characteristics of effective leadership, interpersonal relations, conflict and change management, and written and oral communications skills
- Demonstrate an understanding of the effective management of human resources and health professionals in diverse organizational environments (e.g., hospitals, clinics, home health agencies, insurers, pharmaceutical firms)
- Demonstrate an understanding of the effective management of organizational information, including the collection, statistical and non-statistical analysis, and summary of administrative and clinical data for informed decision-making.
- Demonstrate an understanding of fundamental principles of economic analysis to support organizational decision-making.
- Demonstrate an understanding of legal and ethical analysis principles as they are applied to business and clinical decision-making.
- Demonstrate an understanding of government health policy formulation, implementation, and evaluation.

Learning Objectives (Learning Outcome 1) -- continued:

Upon completion of the MHSА Program, graduates will:

- Demonstrate an understanding of methods of assessment of the health status of populations, determinants of health and illness, and health risks and behaviors in diverse populations.
- Demonstrate an understanding of the management of change in health care organizations in diverse communities.
- Demonstrate an understanding of methods of quality assessment for both business practices and health care delivery focusing on outcomes measurements, process/outcome relationships, and methods for process improvement.

Learning Outcome 2:

All MHSА students will demonstrate the ability to apply critical thinking and problem solving skills, as well as management knowledge and skills, in appropriate situations.

Learning Objectives (Learning Outcome 2):

Upon completion of the MHSА Program, graduates will:

- Demonstrate the ability to synthesize didactic knowledge and apply critical thinking and problem solving skills as part of the successful completion of the MHSА written and oral comprehensive examinations.
- Demonstrate the ability to apply didactic knowledge, critical thinking, and problem solving skills to the conceptualization, completion, presentation, and defense of the MHSА practicum.

Learning Outcome 3:

All MHSА students will demonstrate the ability to draw upon and apply material covered throughout the program of study and demonstrate skills in continuous learning through information access, synthesis and use in critical thinking.

Learning Objectives (Learning Outcome 3):

- Demonstrate the ability to synthesize didactic knowledge obtained across the MHSА curriculum and apply critical thinking and problem solving skills as part of the successful completion of MHSА 8863, the program capstone course.

Learning Objectives (Learning Outcome 3):

- Demonstrate the ability to synthesize didactic knowledge and apply critical thinking and problem solving skills as part of the successful completion of the MHSA written and oral comprehensive examinations.

Description of Culminating Experiences Required for MHSA Program:

The culminating experiences for the MHSA degree include the following: (1) successful completion of MHSA 8863 (Health Care Strategic Management and Marketing), the MHSA program capstone course; (2) successful completion of the MHSA written comprehensive examination; (3) successful completion, presentation, and defense of the MHSA written practicum document; (4) an oral MHSA examination.

MHSA written comprehensive examination:

The MHSA written comprehensive exam is taken during the semester in which the student anticipates completing all degree requirements, including the practicum. The dates for the administration of the MHSA written comprehensive will be established each semester by the MHSA graduate coordinator in consultation with the MHSA faculty. Students are responsible for all material covered in the required courses component of the MHSA degree program.

The format of written comprehensive assessment is a strategic management case study that will require the student to assimilate knowledge and utilize various analytical, critical thinking, and problem-solving skills across the continuum of health services administration to demonstrate the successful acquisition of critical competencies necessary for effective leadership within the field. The MHSA program utilizes the Healthcare Leadership Alliance's Competency Directory for purposes of identifying critical competencies to incorporate into its curriculum, which provides the framework for the written comprehensive assessment.

The written comprehensive assessment will be graded within two weeks after its administration. Students that receive a grade of marginal pass or failure on any given component of the written comprehensive examination will be required to submit to a re-assessment covering the subject area(s) involved. The format of the re-assessment will be determined by the MHSA graduate coordinator in consultation with MHSA faculty, and may take the form of another written assessment in the subject areas of weakness and/or an oral examination. Students must earn a grade of 'Pass' on all parts of any re-assessment(s) in order to satisfy the requirements of this experience. Any student that fails to meet this requirement may be subject to re-taking one or more courses for completion of degree requirements and/or may be subject to academic dismissal

at the discretion of the MHSa graduate coordinator, in consultation with MHSa faculty.

MHSa oral examination:

Concurrent with the MHSa practicum presentation and subsequent to the successful completion of the MHSa written comprehensive examination, each student will be required to submit to an oral examination administered by their faculty practicum supervisor and/or members of the MHSa faculty. The purpose of the MHSa oral examination is allow the student to address specific areas of interest and/or concern as identified by the faculty practicum supervisor and/or members of the MHSa faculty.

Practicum:

All MHSa students must submit a written version of their practicum experience to appropriate Health Sciences faculty. Guidelines for this activity are included in the MHSa Practicum Guidelines. An oral practicum presentation is also part of the culminating experience. Each student must present/defend his/her practicum with appropriate audiovisual support. Students are given a grade of S (satisfactory) or U (unsatisfactory) upon completion of the practicum. (**A grade of U will require the student to either redesign the current practicum or choose a new practicum.**)

Students are strongly encouraged to attend one or more practicum presentations offered by their peers prior to presenting their own practicum.

Professional Values, Concepts, and Ethics to Which the Program is Committed:

The MHSa program ascribes to the Mission Statement for AASU and the University System of Georgia regarding values: "The mission of the University System of Georgia is to contribute to the educational cultural, ethnic, racial, and gender diversity in the faculty, staff and student body, supported by practices and programs that embody the ideals of an open, democratic, and global society; Armstrong Atlantic State University is to foster in its students abilities essential to being knowledgeable, thoughtful, responsible, and creative members of society; Armstrong Atlantic State University is to foster a deepened understanding of diverse world views and experiences through the examination of multicultural and international perspectives across the curriculum and activities that encourage respect for human worth." This information can be found in *the AASU Graduate and Undergraduate Catalogs*.

The MHSA program further subscribes to the values and ethics presented by the American College of Health Care Executives in their most recent publication of the American College of Health Care Executives Code of Ethics.

PREAMBLE

The purpose of the *Code of Ethics* of the American College of Healthcare Executives is to serve as a standard of conduct for affiliates. It contains standards of ethical behavior for healthcare executives in their professional relationships. These relationships include colleagues, patients or others served; members of the healthcare executive's organization and other organizations, the community, and society as a whole.

The *Code of Ethics* also incorporates standards of ethical behavior governing personal behavior, particularly when that conduct directly relates to the role and identity of the healthcare executive.

The fundamental objectives of the healthcare management profession are to maintain or enhance the overall quality of life, dignity, and well-being of every individual needing healthcare service; and to create a more equitable, accessible, effective, and efficient healthcare system.

Healthcare executives have an obligation to act in ways that will merit the trust, confidence, and respect of healthcare professionals and the general public. Therefore, healthcare executives should lead lives that embody an exemplary system of values and ethics.

In fulfilling their commitments and obligations to patients or others served, healthcare executives function as moral advocates and models. Since every management decision affects the health and well-being of both individuals and communities, healthcare executives must carefully evaluate the possible outcomes of their decisions. In organizations that deliver healthcare services, they must work to safeguard and foster the rights, interests, and prerogatives of patients or others served.

The role of moral advocate requires that healthcare executives take actions necessary to promote such rights, interests, and prerogatives.

Being a model means that decisions and actions will reflect personal integrity and ethical leadership that others will seek to emulate.

I. THE HEALTHCARE EXECUTIVE'S RESPONSIBILITIES TO THE PROFESSION OF HEALTHCARE MANAGEMENT

The healthcare executive shall:

- A. Uphold the *Code of Ethics* and mission of the American College of Healthcare Executives;
- B. Conduct all personal and professional activities with honesty, integrity, respect, fairness, and good faith in a manner that will reflect well upon the profession;
- C. Comply with all laws and regulations pertaining to healthcare management in the jurisdictions in which the healthcare executive is located or conducts professional activities;
- D. Maintain competence and proficiency in healthcare management by implementing a personal program of assessment and continuing professional education;
- E. Avoid the exploitation of professional relationships for personal gain;

- F. Avoid financial and other conflicts of interest;
- G. Use this *Code* to further the interests of the profession and not for selfish reasons;
- H. Respect professional confidences;
- I. Enhance the dignity and image of the healthcare management profession through positive public information programs; and
- J. Refrain from participating in any activity that demeans the credibility and dignity of the healthcare management profession.

II. THE HEALTHCARE EXECUTIVE'S RESPONSIBILITIES TO PATIENTS OR OTHERS SERVED

The healthcare executive shall, within the scope of his or her authority:

- A. Work to ensure the existence of a process to evaluate the quality of care or service rendered;
- B. Avoid practicing or facilitating discrimination and institute safeguards to prevent discriminatory organizational practices;
- C. Work to ensure the existence of a process that will advise patients or others served of the rights, opportunities, responsibilities, and risks regarding available healthcare services;
- D. Work to ensure that there is a process in place to facilitate the resolution of conflicts that may arise when values of patients and their families differ from those of employees and physicians;
- E. Demonstrate zero tolerance for any abuse of power that compromises patients or others served;
- F. Work to provide a process that ensures the autonomy and self-determination of patients or others served; and
- G. Work to ensure the existence of procedures that will safeguard the confidentiality and privacy of patients or others served.

III. THE HEALTHCARE EXECUTIVE'S RESPONSIBILITIES TO THE ORGANIZATION

The healthcare executive shall, within the scope of his or her authority:

- A. Provide healthcare services consistent with available resources, and when there are limited resources, work to ensure the existence of a resource allocation process that considers ethical ramifications;
- B. Conduct both competitive and cooperative activities in ways that improve community healthcare services;

- C. Lead the organization in the use and improvement of standards of management and sound business practices;
- D. Respect the customs and practices of patients or others served, consistent with the organization's philosophy;
- E. Be truthful in all forms of professional and organizational communication, and avoid disseminating information that is false, misleading, or deceptive;
- F. Report negative financial and other information promptly and accurately, and initiate appropriate action;
- G. Prevent fraud and abuse and aggressive accounting practices that may result in disputable financial reports;
- H. Create an organizational environment in which both clinical and management mistakes are minimized and, when they do occur, are disclosed and addressed effectively;
- I. Implement an organizational code of ethics and monitor compliance; and
- J. Provide ethics resources to staff to address organizational and clinical issues.

IV. THE HEALTHCARE EXECUTIVE'S RESPONSIBILITIES TO EMPLOYEES

Healthcare executives have ethical and professional obligations to the employees they manage that encompass but are not limited to:

- A. Creating a work environment that promotes ethical conduct by employees;
- B. Ensuring that individuals may freely express ethical concerns and providing mechanisms for discussing and addressing such concerns;
- C. Ensuring a work environment that is free from harassment, sexual and other; coercion of any kind, especially to perform illegal or unethical acts; and discrimination on the basis of race, ethnicity, creed, gender, sexual orientation, age, or disability;
- D. Providing a work environment that promotes the proper use of employees' knowledge and skills;
- E. Ensuring a safe work environment; and
- F. Establishing appropriate grievance and appeals mechanisms.

V. THE HEALTHCARE EXECUTIVE'S RESPONSIBILITIES TO COMMUNITY AND SOCIETY

The healthcare executive shall:

- A. Work to identify and meet the healthcare needs of the community;
- B. Work to support access to healthcare services for all people;

- C. Encourage and participate in public dialogue on healthcare policy issues, and advocate solutions that will improve health status and promote quality healthcare;
- D. Apply short- and long-term assessments to management decisions affecting both community and society; and
- E. Provide prospective patients and others with adequate and accurate information, enabling them to make enlightened decisions regarding services.

MHSA Student Rights and Responsibilities:

As a condition of admission to the MHSA program at AASU, all students are expected to abide by the rules of the Honor Code and the Code of Conduct. The Honor Code and Code of Conduct are printed in the AASU Catalog, Students Illustrated and on the University website. Any student desiring assistance with any matter related to these Codes is invited to seek assistance in the Division of Student Affairs.

Commensurate with their obligations associated with adherence to these defined codes of conduct, all students are expected to:

1. Exercise honesty in all matters, both academic and personal in nature.
2. Be fair and courteous with others, treat them fairly and with respect, showing sensitivity to cultural, ethnic, and religious diversity and personal dignity.
3. Accept personal responsibility for appropriate behavior as defined by the Codes.
4. Know the offenses under each Code and the penalties for violating them.
5. Understand that they are responsible for knowing and following any additional written or verbal requirements given by the professor, which relate to honor or conduct and which are inherent to the classroom or University functions.
6. Know what plagiarism is, as defined under the Honor Code; recognize that it undermines individual and academic integrity and ensure that it is avoided in both spirit and deed.
7. Understand that the Codes apply at all University activities whether on the main campus or at other locations.

8. Remember that they are representatives of Armstrong Atlantic State University and that they must always conduct themselves in a manner that brings credit upon themselves and the University.

Any student determined to be in violation of one or more of the provisions of these codes will be subject to all proscribed academic and/or disciplinary penalties as outlined in the Code of Student Conduct. Lastly, it should be noted that student ignorance of the specific provisions within the Code of Student Conduct is not an acceptable defense in any such proceedings. Students should thus exercise particular care to refrain from any activity or behavior that has the appearance of constituting a violation of the Code.

Provisions for Students with Disabilities

All students that have a documented disability, whether permanent or temporary, that will impact significantly on their ability to be successful in the completion of the MHSA program of study are encouraged to discuss the disability with me to allow for appropriate assistance through the Office of Disability Services. All inquiries will be strictly confidential.

Procedure for Filing General Program Complaints

All students at AASU have rights that are protected under the rules and regulations of the University System of Georgia. These rights include the following:

1. The right to attend classes during their regularly scheduled time without deviation from such time and without penalty if the student cannot attend instructional time not institutionally scheduled.
2. The right to consult with an assigned advisor for a reasonable amount of time each semester.
3. The right to consult with faculty outside of classroom time during regularly scheduled office hours and/or by appointment.
4. The right to reasonable access to campus facilities of which use is required to complete course assignments and objectives.
5. The right to receive, each semester, for each course, a syllabus which outlines course objectives and requirements and to be informed of any changes in these syllabi during the semester.
6. The right of timely review of lecture and/or reading material before a major examination is administered.

7. The right to receive access to any/all records of the student that are kept by the Health Sciences Department.
8. The right to receive timely information on proposed methods of course evaluation as well as a right to see all graded materials, with final distribution at the discretion of the instructor.

Procedure for Filing General Program Complaints (continued)

9. The right to be informed of the appropriate procedure for filing appeals of assigned grades. (see below).

Any student that feels that any of these rights has been abrogated by any member of the Health Sciences Department – faculty, staff, or other student(s) – has the right to file a formal complaint for purposes of trying to resolve the issue(s) involved in a timely fashion. Any such complaint(s) should be put in writing to the Department Chair of Health Sciences as soon as possible after the grievance has occurred. All submissions will be kept strictly confidential between the student, the department chair, and the staff/faculty member(s)/student(s) that are included in the complaint.

Program Admission Standards

Admission Standards*

For admission to the MHSA program, the applicant must have completed an application for admission to the School of Graduate Studies at AASU.

A. Regular Admission

For regular admission the applicant must have:

1. Completed requirements for a baccalaureate degree from a regionally-accredited institution; AND
2. A minimum 3.2 cumulative undergraduate GPA; AND
3. Letter of Intent

*** Note: Students that have an earned doctorate or master's degree from a regionally-accredited institution are automatically admitted into the regular admission category.*

B. Provisional Admission

For provisional admission the applicant must have:

1. Completed requirements for a baccalaureate degree from a regionally-accredited institution; AND

2. A minimum 2.5 cumulative undergraduate GPA; AND
3. Minimum admissions formula scores as follows (choose one):
 - a. GRE: $(\text{GRE Verbal} + \text{GRE Quantitative}) \times \text{GPA} \geq 2100$ OR $(\text{GRE Verbal} + \text{GRE Analytical} \times 100) \geq 2100$
 - b. GMAT: $(\text{GPA} \times 200) + \text{GMAT score} \geq 900$; AND
4. Letter of Intent
5. Once admitted provisionally, a student may take no more than nine semester hours, which have been determined by the program coordinator. Only credit earned at Armstrong Atlantic may be used to satisfy provisional admission requirements for the MHSA, which is an autonomous graduate degree. The student will be reclassified to degree-regular status if the list of courses prescribed by the program coordinator is completed with a grade of no less than B in each course.

Standards of Progression and Graduation

- A. Fifty percent of the program of study must be completed at the 7000-8000 levels. All degree requirements must be completed within seven years.
- B. Students will successfully complete a written and oral comprehensive assessment (administered on a pre-determined date).
- C. The student must apply for graduation two semesters before the date of graduation. The program of study must accompany the application for graduation.

ARMSTRONG ATLANTIC STATE UNIVERSITY
Program of Study Worksheet
Master of Health Services Administration
(Revised August 2006)

Course Number	Course Title	Credit Hours
PUBH 7100	Foundations of Public Health, Concepts and Administration	3
PUBH 7110	Epidemiology	3
MHSA 7200	Statistical Apps. HC Management	3
MHSA 7300	Managerial Accounting in Health Care	3
MHSA 7650	Human Resources Mgmt. in Health Care	3
MHSA 7700	Quality Management Methods HC	3
MHSA 8500	Leadership Seminar	3
MHSA 8610	Health Care Economics	3
MHSA 8625	Health Informatics	3
MHSA 8630	Health Care Financial Management	3
MHSA 8635	Health Politics and Policy	3
MHSA 8650	Operations Management Methods HC	3
MHSA 8861	Org. Theory/Behavior HC	3
MHSA 8863**	Strategic Mgmt./Marketing in Health Care	3
MHSA 8864	Legal Environment of Health Care	3
MHSA 8870	Managerial/Biomedical Ethics	3
MHSA 8911	Health Services Admin. Practicum I	1
MHSA 8912	Health Services Admin. Practicum II	1
Elective***		3

53 Hours Total

** MHSA 8863 is designated as the program capstone course. All MHSA students will take this course during the last semester of their program.

*** Students will choose three hours of elective coursework from the following list of recommended courses:

MHSA 7750	Risk Management and Insurance HC (3)
GERO 5500G	Survey of Gerontology (3)
GERO 5510G	Healthy Aging (3)
PSYC 5750G	Psychology of Aging (3)
PADM 6858	Seminar in Cultural Diversity (3)
PUBH 5560G	Introduction to International Health (3)
PUBH 5570G	Women and Minority Health Issues (3)
PUBH 7300	Spirituality and Health Issues (3)

Please see the AASU graduate catalog for a complete listing of courses and course descriptions.

Statute of Limitations

Students must complete all requirements for the MHSA within seven years of the commencement date of the first graduate-level public health course attempted at AASU. Extensions may be granted on an appeal basis. After reaching the seven-year limit, the student must obtain an appeal form from the graduate office and submit it for appraisal by the MHSA Program Coordinator. Appeals will be accepted or rejected based on the merits of the appeal.

Appeals

Candidates may appeal progression and graduation decisions through the graduate office. The student will be required to complete the appeal form and to provide additional information. Contact the School of Graduate Studies for appeal information and procedures.

Assistantships

Two types of graduate assistantships are available to master's degree students in the MHSA. A full academic year assistantship may be awarded at the beginning of the school year. Other assistantships are available on a semester-by-semester basis. All assistantships require a minimum of nineteen hours of assistantship duties per week and benefits include the waiver of tuition and a stipend for the term of the assistantship. For consideration for an assistantship, contact the graduate office for an application well in advance of the desired term. To be eligible for an assistantship, a student must be admitted as degree-seeking and enrolled in at least six semester hours per term in which the assistantship is awarded.

Financial Aid

See AASU School of Graduate Studies Financial Aid Guidelines

Liability Insurance

Students must secure liability insurance the term prior to beginning their practicum (see MPH Practicum Guidelines attached).

Student Medical Report

Students must have a medical clearance prior to going on-site to begin their practicum (see MPH Practicum Guidelines attached). There also may be specific courses which require students to have medical clearance. If this is the case, students will be notified by the course instructor.

Student Health Insurance Requirement

Effective fall semester 2006, the Board of Regents of the University System of Georgia is implementing a system-wide health insurance policy (USG SHIP) for all students enrolled in academic programs that require proof of health insurance. Documentation of proof of health insurance coverage will be required of all Health Sciences practicum/internship students **PRIOR TO** the beginning of the applied learning experience. More information concerning this requirement can be obtained by contacting Tracy Hamilton, Administrative Secretary for the Department of Health Sciences, at (912) 921-5480 or via email at hamital@mail.armstrong.edu.

Mandatory Student Background Checks

Clinical agencies, as well as practicum and internship sites utilized by the Department of Health Sciences, may require criminal background checks and/or drug testing prior to acceptance of the student into the practicum/internship site. Students who do not pass the criminal background check and/or drug test may be unable to access the practicum/internship site and therefore may be unable to complete their program of study. All fees or costs associated with required background checks and/or drug testing are the responsibility of the student. Additional information regarding the process for background checks may be obtained by contacting Tracy Hamilton, Administrative Secretary for the Department of Health Sciences, at (912) 921-5480 or via email at hamital@mail.armstrong.edu.

Proposed MHSA Course Offerings by Semester
Effective Fall 2006
(Subject to change)

Fall Semester Course Offerings

PUBH 7100 Foundations of Public Health, Concepts and Administration
PUBH 7110 Epidemiology
MHSA 7200 Statistical Applications for HC Management
MHSA 7300 Managerial Accounting in Health Care
MHSA 7700 Quality Management Methods in Health Care
MHSA 8650 Operations Management Methods in Health Care
MHSA 8861 Organization Theory/Organizational Behavior in Health Care
MHSA 8863 Health Care Strategic Management and Marketing
Elective(s)

Spring Semester Course Offerings

PUBH 7100 Foundations of Public Health, Concepts, and Administration
MHSA 8500 Leadership Seminar
MHSA 8610 Healthcare Economics
MHSA 8630 Health Care Financial Management
MHSA 8635 Health Politics and Policy
MHSA 8863 Health Care Strategic Management and Marketing
MHSA 8864 Legal Environment of Health Care
Elective(s)

Summer Semester Course Offerings

PUBH 7100 Foundations of Public Health, Concepts, and Administration
PUBH 7110 Epidemiology
MHSA 7650 Human Resources Management in Health Care
MHSA 7750 Risk Management and Insurance in Health Care
MHSA 8625 Health Informatics
MHSA 8870 Managerial and Biomedical Ethics
Elective(s)

Proposed MHSA Tracking Plan
Effective Fall 2006
Fall Matriculation
(Assumes full time student)

Program Year	Fall Semester	Spring Semester	Summer Semester
Year One	PUBH 7100 MHSA 8861 MHSA 7200	MHSA 8610 MHSA 8864 MHSA 8500	MHSA 8625 MHSA 7650 PUBH 7110
Year Two	MHSA 7300 MHSA 7700 MHSA 8650	MHSA 8630 MHSA 8635 MHSA 8911	MHSA 8870 Elective (see listing)
Year Three	MHSA 8863 MHSA 8912		

Spring Matriculation
(Assumes full time student)

Program Year	Fall Semester	Spring Semester	Summer Semester
Year One		PUBH 7100 MHSA 8864 MHSA 8610	MHSA 8625 MHSA 7650 PUBH 7110
Year Two	MHSA 7300 MHSA 8861 MHSA 7200	MHSA 8630 MHSA 8500 MHSA 8635	MHSA 8870 Elective (see listing)
Year Three	MHSA 8650 MHSA 7700 MHSA 8911	MHSA 8863 MHSA 8912	

Proposed MHSA Tracking Plan
Effective Fall 2006
Fall Matriculation
(Assumes part time student)

Program Year	Fall Semester	Spring Semester	Summer Semester
Year One	PUBH 7100 MHSA 7200	MHSA 8610 MHSA 8864	MHSA 7650 PUBH 7110
Year Two	MHSA 7300 MHSA 8861	MHSA 8635 MHSA 8630	MHSA 8870 MHSA 8625
Year Three	MHSA 7700 MHSA 8650	MHSA 8500 MHSA 8911	Elective (see listing)
Year Four	MHSA 8863 MHSA 8912		

Spring Matriculation
(Assumes part time student)

Program Year	Fall Semester	Spring Semester	Summer Semester
Year One		PUBH 7100 MHSA 8610	MHSA 7650 PUBH 7110
Year Two	MHSA 7200 MHSA 8861	MHSA 8635 MHSA 8864	MHSA 8870 MHSA 8625
Year Three	MHSA 7300 MHSA 7700	MHSA 8500 MHSA 8630	Elective (see listing)
Year Four	MHSA 8650 MHSA 8911	MHSA 8863 MHSA 8911	