



UNIVERSITY OF NEVADA SCHOOL OF MEDICINE

HEALTH CARE ADMINISTRATION

What does a career in health care administration involve?

The responsibilities of a health care administrator involve the planning, directing, and coordinating of the personnel, financial, and operational activities of a decentralized public health hospital, affiliated primary care facilities or ambulatory care centers. This includes child health, primary care, adult health, maternity, dental, family planning, nutrition, pharmacy and related services.

Health care administrators must be able to effectively balance the financial requirements of a hospital with the demands of the patients and staff within that hospital. Administrators are also involved in creating a hospital staff; they must be able to supervise numerous employees.

What type of education is required?

Those interested in a career in health care administration are usually required to have a master's degree. It is often preferred that applicants have an educational background in business, but backgrounds in health care or promotion are also sought after.

There are graduate programs around the country which offer a specialized master's degree in health care administration. To prepare for such a program, students should take undergraduate courses in business, health education and/or promotion, communication, and biomedical ethics.

Where can I get more information?

- University Programs in Health Administration
730 11th Street NW, 4th Floor
Washington, DC 20001-4510
Phone: (202) 638-1448
Fax: (202) 638-3429
- University of California, Los Angeles, School of Public Health
Department of Health Services, Box 951772
Los Angeles, CA 90095-1772
Phone: (310) 825-2594
Fax: (310) 825-3317