

Health Care Administration

Nature of the Profession

The term health services administrator, or health care administrator, encompasses individuals in many different positions who plan, organize, coordinate, and supervise the delivery of health care. They also are concerned with community outreach, planning, policy making, and complying with government regulations.

Health care administration includes individuals who are hospital administrators, group practice executives, managed care executives, and many others. It also includes long-term care administrators, who are responsible for directing the overall management of a long-term care facility, such as a nursing home.

For information on the master of public health degree, see page 45

APTITUDES

- Ability to learn procedures related to the administration of a health facility
- Strong verbal and numerical skills
- Ability to work with a variety of people
- Ability to supervise others and plan and organize programs
- Qualities of leadership, diplomacy, and calmness under pressure
- Ability to make decisions based on observation and data
- Ability to handle a variety of tasks and detailed paperwork

EDUCATION

The minimum educational requirement is a bachelor's degree (a four year degree), but competition in this field makes it necessary to have a master's degree (an additional two years) in health services administration or hospital administration. There are some nursing homes who will hire administrators with the associate degree. People entering this field usually start as department heads or assistant administrators.

EDUCATIONAL PROGRAMS IN NEBRASKA

- Bellevue University – Bellevue (B, M)
- Clarkson College – Omaha (B, M)
- Creighton University – Omaha (M)

LICENSURE/CERTIFICATION

Licensing requirements are for nursing home administrators only. No license is required for hospitals or public health facilities. Nursing home administrators are licensed by the Nebraska Board of Examiners in Nursing Home Administration. Applicants are required to have a bachelor's degree in health services administration or an associate degree in long-term care administration, allied health, or human services, and pass the required exams. Fifty hours of continuing education are required every two years.

PROFESSIONAL ASSOCIATIONS

American College of Healthcare Executives

Web Address: www.ache.org

American College of Health Care Administrators

Web Address: www.achca.org