



**Indian River**  
State College

# **Healthcare Management**

## **APPLICATION BOOK**

**Powered by**

**The School of Health and Human Sciences**

## **IRSC OVERVIEW**

INDIAN RIVER STATE COLLEGE (IRSC) is a public, comprehensive college with a statewide and national reputation for excellence. Located in Florida's Treasure Coast region, each of the College's five campuses provide unparalleled educational environments.

IRSC serves approximately 30,000 students annually and offers more than 100 programs leading to Bachelor's degrees, Associate degrees, technical certificates and applied technology diplomas. Continuing a 60-year tradition of responsiveness to community needs, IRSC is committed to advancing educational, cultural, career training, workforce and economic development in its service area.

IRSC was distinguished as the 2019 winner of the prestigious Aspen Prize for Community College Excellence, an honor that recognizes outstanding quality in the areas of completion & transfer, labor market outcomes, learning, equity and more. IRSC is one of the few colleges in the nation to earn the Achieving the Dream™ Leader College designation. The College is identified by the United States Department of Education as the most affordable college in Florida and the third-most affordable college in the country.

## **EA/EO**

Indian River State College provides equal employment and educational opportunities to all without regard to race, color, national origin, ethnicity, sex, pregnancy, religion, age, disability, sexual orientation, marital status, veteran status, genetic information, and any other factor protected under applicable federal, state, and local civil rights laws, rules and regulations. The following person has been designated to handle inquiries regarding non-discrimination policies:

Adriene B. Jefferson, *Dean of Northwest Center,*  
*Equity Officer/Title IX Coordinator*  
IRSC Massey Campus • 3209 Virginia Ave. • Fort Pierce, FL 34981  
772-462-7101

## TABLE OF CONTENTS

HCM Program Application Checklist .....	1
Introduction .....	2
Application Process.....	2
Orientation Video .....	2
Program Deadline Date .....	2
Applicant Review .....	3
Complaint Procedure .....	3
Program Expenses .....	3
Financial Aid/Scholarships.....	3
Health Care Management Program Curriculum.....	4
Competencies Upon Completion .....	4
Program Learning Objectives .....	5
Disciplinary Process.....	6

The Healthcare Management curriculum prepares students for management roles in a health care environment. The program is intended for health care personnel who have completed a post-secondary adult vocation or college certificate from an accredited certificate program in a health science area and have successfully completed licensure/certification exams.

## **HEALTHCARE MANAGEMENT PROGRAM APPLICATION CHECKLIST**

Completion of the items on this checklist alone does not guarantee acceptance to the Healthcare Management Program. Students are selected on a competitive basis. Completion of the checklist is the applicant's responsibility.

- 1. Complete the IRSC Bachelor's Application and pay the \$30 fee by the deadline.
- 2. Review the Healthcare Management online Orientation Video.
- 3. Request high school, former schools and/or colleges official final transcripts and forward to the Office of Student Records.
- 4. Earned an Associate Degree and **have a 2.5 or higher College cumulative GPA..**
- 5. Review the Core Performance Standards.

All applicants will be notified via their rivermail email of their status approximately three weeks before the term for which they applied. No information is available by telephone.

## **INTRODUCTION**

The HCM Program is offered through the IRSC Health Science Division. Applicants should carefully review the application procedures outlined in this booklet. Admission to the Healthcare Management program is on a selective admission basis. It is the applicant's responsibility to ensure that the application process is complete.

## **APPLICATION PROCESS**

Any candidate who wishes to be considered for a Health Science program at Indian River State College must complete the procedures outlined on the checklist on page 1. Students should also review the Bachelor in Science degree requirements, and the course pre- and co-requisites outlined in the IRSC College Catalog.

1. Complete the Bachelors Application with an advisor and pay the \$30 application fee by the program application deadline.
2. Submit **official final transcripts** from high school and all previous colleges or universities attended to the Office of Student Records by the program application deadline.

**It is the student's responsibility to see that admission requirements are met. No notices will be sent.**

## **Orientation Video**

Students interested in applying to the Healthcare Management program should review the online Orientation video for program information. The video addresses any questions or concerns prospective applicants may have. The video also assists students in understanding how to achieve a "qualified" applicant status.

## **PROGRAM DEADLINE DATE**

**1<sup>st</sup> week prior to the start of the semester.**

## **APPLICANT REVIEW**

Final consideration for admission into the IRSC Healthcare Management program will be based upon the review and scoring of the following criteria:

- 1) IRSC Admission status must be complete.
- 2) Bachelor's application must be filed and paid.
- 3) IRSC and College Cumulative GPA must be a 2.5 or higher.

All of the above criteria must be met or the applicant file will not be reviewed.

## **COMPLAINT PROCEDURE**

Refer to the Academic Review/Admission Committee policy located within the online IRSC Student Handbook.

## **PROGRAM EXPENSES**

Refer to the Indian River State College website at [www.irsc.edu](http://www.irsc.edu). Click Academics, All Programs and select **Healthcare Management**. Scroll down the page and click on the **Program Expenses** link.

## **FINANCIAL AID/SCHOLARSHIPS**

**Financial Aid** is available to those who qualify. Complete the FAFSA application to determine eligibility. For more information, contact the Indian River State College Financial Aid Office at 772-462-7450.

**Scholarships** designated for students in the Health and Human Sciences programs may also be available. Complete the Indian River State College Online Scholarship Application by logging into MyPioneerPortal. Health and Human Sciences scholarship deadlines will be posted on the website.

For more information, contact the Scholarship Development Coordinator; Sherri Monds at [smonds@irsc.edu](mailto:smonds@irsc.edu). You may also email [scholarships@irsc.edu](mailto:scholarships@irsc.edu) or call 772-462-4786.

The **application deadline** for all IRSC Health Science Scholarships is traditionally during the month of **May**.

## **HEALTHCARE MANAGEMENT CURRICULUM**

**(120 Credits)**

**Selective Admission**

Refer to the IRSC website at [www.irsc.edu](http://www.irsc.edu). Click **Academics** and select **Course Catalog**. From the contents list, select **Bachelor Degree Programs**. Scroll down and select **Healthcare Management**.

**All core curriculum and natural science courses require a grade of “C” or higher.**

### **COMPETENCIES UPON COMPLETION**

- The program also seeks to develop, among its students, an understanding of the complex interaction of the economic, financial, political and social factors affecting the management and delivery of health care services.
- Critical thinking ability sufficient for entry level supervisory.
- Interpersonal abilities sufficient to interact with individuals, families and groups from variety of cultural, emotional and intellectual backgrounds.
- Ability to cope with stress.
- Communication abilities sufficient for interaction with others in verbal and written form.
- Ability to cope with anger/fear/hostility of others in a calm manner.

### **COURSE PROGRESSION**

1. Must have A.A. or A.S. Degree
2. Must complete the program core classes prior to enrolling in the Core Health Care Management Concentration Courses.



# Indian River State College

## Program Learning Objectives

**Associate of Science Degree, Health Services Management  
Bachelor of Science Degree, Healthcare Management**

<p>Communication and Relationship Management</p> <p>Demonstrate written and interpersonal communication and critical thinking skills as an entry level member of the health care team.</p>	<p>Professionalism</p> <p>Describe characteristics, skill-sets attitudes and values necessary for positions of responsibility in a variety of health care settings.</p>	<p>Leadership</p> <p>Perform assigned tasks with personal accountability and professional responsibility.</p>	<p>Knowledge of the Healthcare Environment</p> <p>Define healthcare systems and the environment in which healthcare manager's function</p>	<p>Business Skills and Knowledge</p> <p>Apply business principles, including systems thinking, to the healthcare environment.</p>
--	---	---	--	---

## **DISCIPLINARY PROCESS FOR HEALTH SCIENCE STUDENTS**

Health Science Division programs student handbooks and programs/course orientations are designed to ensure that the students understand the rules, standards, professional conduct and regulations of the Health Science Division programs.

Disciplinary actions are penalties against students for failure to meet the established standards of the programs. The actions are taken to address the student's behavior and to maintain the standards of the health profession and the operation of the Health Science Division programs. Disciplinary action may include:

- 1) Disqualification of Admission- student is denied admission due to not meeting the admission requirements (i.e., minimum 2.5 GPA).
- 2) Probation- a specified period of time in which the student's behavior will have an increased level of monitoring related to a specific behavior. Student is allowed to continue in the program and is advised that failure to meet the terms of the probation may result in further disciplinary action.
- 3) Suspension- temporary separation from the Health Science Division programs for a specific period of time. Student will be allowed to return to the program upon completion of the suspension. Readmission and/or arrangements for any work/assignments missed will be the responsibility of the student and will follow Health Science Division program regulations in the respective handbook.
- 4) Dismissal- termination from the Health Science Division program. Readmission will not be considered.

Upon receipt of any information that a student has violated any rules, standards, professional conduct or regulations, the respective program faculty, Department Chair or Director will conduct an immediate inquiry and determine the validity. If sufficient information exists to validate the violation occurred, a verbal counseling session will be held with the student to identify the areas of concern and the appropriate follow-up actions which may include disciplinary action. Written documentation of each counseling session signed by the College staff and the student is placed in the student's file and a copy is given to the student.

Students who object to the decision of the department may request to meet with the Academic Review/Admission Committee. Refer to the IRSC online Student Handbook/Planner.