

# Health Administration (HADM) 435

**Practicum—Senior Field Placement in Health Administration** (Revision 1)

Register by Oct. 10 to start by Nov. 1

**Delivery mode:** Practicum

**Credits:** 6

**Area of study:** Applied Study

**Prerequisites:** [HADM 235](#) (post-diploma route students are exempt) and all other courses required in the student's health administration program. Permission of the course professor is required.

**Precluded:** APST 335; HADM 335. HADM 435 may not be taken for credit if credit has already been obtained for APST 335 or HADM 335.

**Challenge:** HADM 435 has a challenge for credit option.

**Faculty:** [Faculty of Health Disciplines](#) 

**Status:** Open 

**Notes:** This capstone course, which includes a required practicum component, is restricted to students

practicum component, is restricted to students enrolled in the Athabasca University Diploma in Health Administration program or the Bachelor of Health Administration program (three-year, 90-credit route) and the Bachelor of Health Administration Post-Diploma program. (exceptions to this restriction will be considered at the discretion of the program director.) Students must have completed all other courses or be registered in their final courses before they begin the practicum. Students should plan well ahead of the registration date for the practicum component. Before students register for the course, they must demonstrate that they can make adequate arrangements for the completion of the required practicum.

## Overview



This six-credit course (available duration of eight months for funded students and 12 months for self-funded) encompasses work experience linked to study in health administration to assist students to synthesize and apply their learning from other courses taken in the health administration program. The field placement provides opportunities for students to learn about and practice skills associated with operational, administrative, and managerial aspects of the health-care system within a health facility or health-related organization. The practicum requires the completion of a minimum of 240 hours, under the direct supervision of a preceptor, during the active time in the course contract. For some students this may be a full-time experience completed in approximately three months' time, and for others without full-time availability (or when the host organization prefers a part-time arrangement) it could take the entire amount of time accessible within the learning contract (extensions are permitted, per the AU extension policy). Placements for the practicum are typically located in the student's area of

residence and arranged in collaboration amongst the student, the host organization, pertinent university staff, and the program coordinator. This transition-to-practice course is expected to help alleviate the well-documented unease that new graduates feel as they move from student to practitioner or from staff to administrator, or when experienced administrators are transitioning from unrelated fields into the realm of health care or into a new role within the health field.

The roles, responsibilities, and functions of health administrators are very diverse. Health administrators might have specific responsibilities for policy decisions, budgets, department management, or human resources, or these responsibilities may be encompassed by one job description. Ideally, when students are doing their practicum, they spend time with health administrator preceptors who are charged with day-to-day decisions, and those responsible for long-term business strategies. With the guidance of and in collaboration with these preceptors, students will strengthen their understanding of the breadth and depth of health administrator roles, responsibilities, and challenges, and thereby enhance their own administrative and managerial skills and competencies.


During the HADM 435 practicum, in addition to enhancing their knowledge, skills, and competencies in health administration in general, students are required to work on a specific independent project, which must be approved by the preceptor and the course tutor. This project will entail some analysis of a contemporary problem or need in the area of leadership, human resource planning, operational planning, organizational design, stakeholders and governance, quality assurance and risk management, or various other aspects of health administration.

## Evaluation

To **receive credit**  for HADM 435, students must spend a minimum of 240 hours completing a health administration practicum project under the direct supervision of a preceptor, and complete all course assignments. The passing mark for each component is **D (50 percent)** , and the passing grade for the course is D (50 percent). The weighting of each assignment is as follows:

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Activity	Weight
Assignment 1: Learning Plan and Contract (includes project proposal)	25%
Preliminary Report	Pass/Fail
Assignment 2: Midterm Report	10%
Assignment 3: Activity Journal	10%
Preceptor Evaluation of Practicum	Pass/Fail
Assignment 4: Oral Presentation	20%
Assignment 5: Final Project Report (external to the 240-hour minimum)	35%
<b>Total</b>	<b>100%</b>

To learn more about assignments and examinations, please refer to Athabasca University's [online Calendar](#) .

## Challenge for credit

### Overview

The Challenge for credit process allows you to demonstrate that you have acquired a command of the general subject matter, knowledge, intellectual and/or other skills that would normally be found in a university-level course.

Full information about [Challenge for credit](#)  can be found in the Undergraduate Calendar.

### Evaluation

To **receive credit** [↗](#) for the HADM 435 challenge completion, you must achieve a grade of at least **C- (60 percent)** [📄](#).

[📄](#) **Challenge for credit course registration form**

## Important links

- › [Academic advising](#) [↗](#)
- › [Program planning](#) [↗](#)
- › [Request assistance](#) [↗](#)
- › [Support services](#) [↗](#)

Athabasca University reserves the right to amend course outlines occasionally and without notice. Courses offered by other delivery methods may vary from their individualized study counterparts.

*Opened in Revision 1, February 9, 2015*

*Updated September 16, 2022, by Student & Academic Services*