

# Certificate in Health Care Management (CHCM) Frequently Asked Questions

## 1. What is the CHCM?

The CHCM is a special, 12-credit educational and practical experience designed for students with MBAs who are interested in entering or advancing their careers in the dynamic health care industry.

## 2. Who is eligible for this program?

Simmons School of Management (SOM) students and alumnae and individuals who have received their MBA from AACSB-accredited institutions. The promise of growth trends in health care management provides a unique opportunity for a partnership between and the School of Health Sciences (SHS) and the School of Management (SOM). By offering students the chance to enhance their MBA program with additional study in health care management, designed and implemented with appropriate and targeted educational programs and training initiatives, Simmons can extend its mission of educating individuals for power and leadership in health care management.

## 3. What can I do with a Certificate in Health Care Management?

The certificate will build upon the reputation for excellence of both schools in educating future managers, giving you an opportunity to:

- Become a successful business and industry leader in the field of health care management
- Become a champion of innovation in health care management
- Apply the rigor of managerial skills to health care related organizations either in a for-profit, not-for profit, or governmental setting
- Pursue initiatives that yield a sustainable, profitable, and competitive advantage in health care related companies
- Enhance your ability to compete in today's job market

## 4. How is the program structured?

The Certificate includes 12 credits of specialized health care management and leadership content including a practicum located in a Boston-area health care organization.

November Week end	<i>21<sup>st</sup> Century Healthcare</i>	1 credit
Spring	<i>Independent Study</i>	2 credits
Spring	<i>Health and Economics</i>	3 credits
Summer	<i>Business Models</i>	2 credits
Summer	<i>Practicum</i>	4 credits

## 5. What makes the four courses essential for the healthcare professional?

Through a combination of coursework and experiential education, students will build their knowledge base by working with faculty, advisors, students and health care related organizations in the community to grow and develop their management skills in the field. Participating in individual and group projects, students will utilize their creativity and experience the challenges in the execution of management ideas when working in health related organizations.

**6. I work full-time, how do I fit in the 10-week practicum?**

The practicum is customized depending on the student's level of experience and particular interests in a health field sector, e.g. hospitals, managed care, insurance, advocacy, pharmaceuticals, etc. The practicum is full time (some are paid) for 10 weeks. Currently employed students may opt for a part-time practicum by spreading this requirement over two semesters.

**7. What are some examples of a practicum?**

Practicum experiences are tailored to the participant as much as possible. Organizations hosting practicum experiences include academic medical centers, medical device and pharmaceutical companies, hospitals, long term care facilities and insurance companies. Areas of specialization include marketing, health finance, operations, quality and patient safety and strategic planning.

**8. What credential will I receive upon successful completion of this program?**

You will receive a Certificate in Health Care Management, a post-master's certificate, awarded by the Simmons College School of Health Sciences.

**9. What are the admission requirements?**

Candidates must be current Simmons MBA students, graduates of SOM or graduates of other MBA AACSB-accredited institutions. No specific courses prerequisites or standardized tests (GRE) are required.

**10. How do I apply? What is the deadline?**

Students must submit an application to the School of Health Sciences for this program by the November 1 deadline for entry in the January (spring) semester. Applicants should submit the School of Health Sciences application along with supporting materials. Applications are available online at <http://www.simmons.edu/shs/admission/application/hca.shtml>. Please note that the HCA application is for applicants to all HCA programs and thus is lengthy (mostly instructions) but the application process for this certificate program has been abbreviated. Applicants are required to submit Pages A, B and M. Carefully review the sections on each of these pages which include specific directions for CHCM applicants. The application fee is waived for all current Simmons students and graduates.

**11. Do I need work experience in order to apply?**

No. Work experience is preferred, but not required. Level of work experience may affect the type of practicum the student is able to obtain.

**12. May I take certificate courses as a non-degree student or for continuing education credit?**

Current SOM students may take certificate courses (not the practicum) as electives, with permission of the instructor. Non-degree status is not available to persons with MBAs since this is a formal certificate program, based on a specific sequential curriculum. Persons desiring the certificate must apply for and be admitted to the program .

**13. I am an international student. Am I eligible to apply to this program?**

You may apply if you are a U.S. citizen, lawful permanent resident alien (LPR) or naturalized citizen, However, if you currently hold a visa, application to the program depends upon the visa type. Additionally, if you require an F-1 visa to study in the U.S., per the U.S. Citizens & Immigration Services Department, you must be enrolled full time. Since this program is part-time, you would not be eligible to apply to this program and non-degree enrollment in this program is not possible.

**14. When will I learn about my admission status?**

When your application for admission arrives, you will be notified via email if any materials are missing. When the file is complete, it will be sent to the Admission Committee for review. All admission decisions are sent after the application deadline date, as a group, not on a rolling notification basis. Admission is for a particular start term and is not open-ended. If a student cannot start the program for the intended semester, it is imperative that the student request in writing to the Assistant Dean/Director of Admission

of the School of Health Sciences a deferral to begin the program in a later semester. Deferrals will not be granted after a semester begins. If, however, a student has been accepted to the program, takes a course, then, decides to “stop” out for a while, it will be necessary to apply to the HCA department for a Leave of Absence.

**15. Who do I contact for information about admission?**

Call the Office of Admission at 617-521-2605, Monday to Friday, 8:30 a.m. to 4:30 p.m. during the academic year; Monday to Thursday, 8:30 a.m. to 4:30 p.m. and Friday, 8:30 a.m. to 2:00 p.m. during the summer. Or email [shs@simmons.edu](mailto:shs@simmons.edu).

**16. Who do I contact for information about courses or the curriculum?**

Call the Health Care Administration Office (HCA) at 617-521-2376 or email [leslee.digirolamo@simmons.edu](mailto:leslee.digirolamo@simmons.edu).