What can I do with a major in
HEALTHCARE ADMINISTRATION

Career Options

- Administrative Coordinator
- Community Service Aide
- Healthcare Manager*
- Health Systems Administrator*
- Human Resources Assistant
- Insurance Claims Manager
- Medical Billing Specialist
- Medical Staff Relations Specialist
- Medical Record Technician*
- Patient Intake Specialist

*Certification/Advanced Degree Required

Transferable Skills Gained

- Analytical skills
- Communication skills
- Attention to detail
- Interpersonal skills
- Technical skills
- Organizational skills

Employment Areas

- Health systems
- Healthcare clinics
- Insurance Agencies
- Local/State Governments
- Non-Profit Organizations
- Hospitals
- Medical Groups
- Universities/Colleges

Informational Websites

- UNO Division of Continuing Studies: unomaha.edu/dcs
- American Health Information Management: ahima.org
- Healthcare Office Management: pahcom.com
- Health Management Careers: healthmanagementcareers.org

Extracurricular Opportunities

- Gain work or volunteer experience in healthcare/insurance settings
- Develop computer skills in word processing, spreadsheets and databases and learn other relevant software programs
- Research graduate school and certification options