WHAT CAN I DO WITH A MAJOR IN
HEALTHCARE ADMINISTRATION

CAREER OPTIONS

Administrative Coordinator  Medical Staff Relations Specialist
Community Service Aide  Medical Record Technician*
Healthcare Manager*  Patient Intake Specialist
Health Systems Administrator*  
Human Resources Assistant  
Insurance Claims Manager  
Medical Billing 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  
Nonprofit Organizations  
Hospitals  
Universities/Colleges

INFORMATION WEBSITES

UNO Division of Continuing Studies  dcs.unomaha.edu
Bureau of Labor Statistics  goo.gl/vOvH9
American Health Information Management  ahima.org
Professional Association of Healthcare Office Management  pahcom.com
Health Management Careers  ache.org/healthmanagementcareers

EXTRACURRICULAR ACTIVITIES

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