

# Advanced Technical Certificate in Leadership in Healthcare

2019-2020 Program Guide

**Admission requirements are subject to change. Please check for any admission updates:**  
[valenciacollege.edu/west/health/admissionupdates.cfm](http://valenciacollege.edu/west/health/admissionupdates.cfm)

## Priority Application Deadline

July 1<sup>st</sup>  
November 1<sup>st</sup>  
March 1<sup>st</sup>

## Classes Begin\*

Fall Term - August  
Spring Term - January  
Summer Term - May

## ABOUT THIS LIMITED-ACCESS PROGRAM

The Leadership in Healthcare Program is designed for working professionals who have completed an A.S. degree in an approved Allied Health profession or Nursing at a regionally accredited institution. This program provides specialized course work for those aspiring to, or already in, leadership positions within their respective health professions. Students completing this certificate will gain knowledge and skills related to healthcare administrative and supervisory duties which will enable them to effectively perform leadership roles within healthcare.

This is a limited access, bachelor's-level program and admission to Valencia does not guarantee acceptance to the program. Program applicants must also submit a School of Allied Health Leadership in Healthcare Program Application and be accepted to the program. The program is online and some of the courses may require on-site testing at Valencia or at a location in your community. The program begins in fall, spring and summer terms. ***Although applications submitted prior to the priority application deadline are more likely to be processed for the upcoming term, applications can be submitted after the priority deadline.*** Students who meet all admission requirements are accepted to the program and become eligible to register for available courses being taught that term.

\* <https://valenciacollege.edu/academics/calendar/>

## PROGRAM ADMISSIONS AND ACCEPTANCE CHECKLIST

- \_\_\_ 1. Be a U.S. citizen or a U.S. permanent resident.
- \_\_\_ 2. Review this Leadership Program Guide and the overview and program requirements in the online Valencia catalog: <http://catalog.valenciacollege.edu/degrees/advancedtechnicalcertificates/>
- \_\_\_ 3. Submit a completed Valencia application for admission using the *Bachelor's Degree & ATC* application ([valenciacollege.edu/admissions-records/forms.cfm](http://valenciacollege.edu/admissions-records/forms.cfm)). First-time Valencia bachelor-level applicants must create a new application account.
- \_\_\_ 4. Have an address in the state of Florida.
- \_\_\_ 5. Submit the documentation to request Florida Residency for tuition purposes.
- \_\_\_ 6. Submit to Valencia's Admissions Office an official transcript that indicates you have earned an associate degree, or higher, in Cardiovascular Technology, Dental Hygiene, Diagnostic Medical Sonography, Emergency Medical Services, Health Information Technology, Nuclear Medicine Technology, Nursing, Radiation Therapy, Radiography, or Respiratory Care from a regionally accredited institution.

- \_\_\_\_\_ 7. Receive notification from Valencia Admissions Office of *admission as a candidate* for the Advanced Technical Certificate in Leadership in Healthcare.
- \_\_\_\_\_ 8. After receiving notification of admission as a *candidate*, submit a School of Allied Health Leadership in Healthcare Program Application; the program application is available at <https://valenciacollege.edu/academics/programs/health-sciences/leadership-healthcare/> (No fee is required with the application.)

## COST

The estimated total cost for the Advanced Technical Certificate in Leadership in Healthcare, including Florida Resident tuition for the 15 credits of program requirements is approximately \$1,700. This estimate does not include books.

## SCHOOL OF ALLIED HEALTH CURRICULUM Leadership in Healthcare

Course	Title	Credits
HSA 4184	Leadership in Healthcare +	3
HSC 4640	Health Law and Compliance +	3
HSA 4110	Organizational Behavior +	3
HSA 4341	Conflict Management in Healthcare +	3
RTE 3205	Administration and Supervision +	3
<b>Total Credits</b>		<b>15</b>

+ This course must be completed with a grade of C or better.

The courses are scheduled to accommodate working professionals. All the courses are taught online, although some testing may be on campus; students outside Central Florida can make arrangements for testing in their community. The courses are projected to be offered as listed below and registration is on a first-come, first-served basis. The program is self-paced in that each term program students can choose how many courses you want to take from the courses available when you register.

### The following courses are offered in Fall Term:

HSA 4184	Leadership in Healthcare	3
HSC 4640	Health Law and Compliance	3
HSA 4110	Organizational Behavior	3
RTE 3205	Administration and Supervision	3

### The following courses are offered in Spring Term:

HSA 4184	Leadership in Healthcare	3
HSC 4640	Health Law and Compliance	3
HSA 4110	Organizational Behavior	3
HSA 4341	Conflict Management in Healthcare	3

### The following course is offered in Summer Term:

HSA 4184	Leadership in Healthcare	3
HSC 4640	Health Law and Compliance	3
HSA 4341	Conflict Management in Healthcare	3
RTE 3205	Administration and Supervision	3

## BS in Radiologic and Imaging Sciences

Valencia also offers the Bachelor of Science (BS) in Radiologic and Imaging Sciences (BSRAD) with Concentrations in Leadership, CT, MRI, Mammography, Cardiac Ultrasound and Vascular Ultrasound. Students who are eligible to enroll in the B.S. in Radiologic and Imaging Sciences can apply the Leadership in Healthcare Advanced Technical Certificate toward degree graduation requirements. Eligible students are accepted to the BS degree every term--Fall, Spring and Summer. The Program Guide with admission requirements for the BSRAD is found at <https://valenciacollege.edu/academics/programs/health-sciences/radiologic-imaging-sciences/>.

**SCHOOL OF ALLIED HEALTH PROGRAM GUIDELINES**  
**FOR THE BACHELOR'S in RADIOLOGIC and IMAGING SCIENCES (BSRAD)**  
**and**  
**ADVANCED TECHNICAL CERTIFICATES IN CT, LEADERSHIP IN HEALTHCARE**  
**MRI, MAMMOGRAPHY, and VASCULAR SONOGRAPHY**

Valencia's Health Sciences programs are offered through the School of Allied Health and the School of Nursing, which provide information about specific admission criteria for the programs. The School of Allied Health program guides, of which this is one, are developed for a specific academic year (August to July) and, as a rule, changes to admission and program requirements become effective at the start of an academic year; however, **Valencia College reserves the right to make changes in admission and program requirements as circumstances require.** If a mid-year change becomes necessary, it will be indicated via [valenciacollege.edu/west/health/admissionupdates.cfm](http://valenciacollege.edu/west/health/admissionupdates.cfm).

You may apply to only one bachelor's-level Health Sciences program at a time and enrollment is limited to only one Health Sciences program in a term.

**ATLAS EMAIL**

All communication from Valencia relative to program admission will be via your **Atlas email**. Written communication you send to Valencia staff should also be via your Atlas email and should include your name and your Valencia ID number.

**MANDATORY ORIENTATION**

There is not a program Orientation for the Advanced Technical Certificate in Leadership in Healthcare.

**COURSE FORMAT**

Leadership in Healthcare is an online program. Some of the courses may require on-site testing at a Valencia campus or at another proctored site if Valencia is not convenient for you. If you want to take your examinations in another proctored location, you will need to do so at an approved testing site such as a college or public library that offers proctoring services and which may require a fee.

**BACKGROUND CHECK, FINGERPRINTING, DRUG TESTING, IMMUNIZATIONS AND CPR CERTIFICATION**

These compliance requirements are not required for the ATC in Leadership in Healthcare.