



American College of  
Healthcare Executives  
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**Make a Difference!**

**Discover a Career in  
Healthcare Management!**



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# Healthcare Management

*Is a huge, complex and ever-changing field.*

Healthcare services will increase 30 percent from 1996-2006 and will account for 3.1 million new jobs, the largest increase of any industry.



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## **Do you:**

- Enjoy solving problems?
- Like your work to be meaningful?
- Desire a career that is personally rewarding?
- Like to help people?
- Care about the health of individuals and communities?
- Want a job with excellent compensation and growth opportunities?

**If so, a career as a healthcare executive may be right for you!**



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## **What is a Healthcare Executive?**

While medical personnel are the frontline of any healthcare organization, there are other healthcare professionals in whom patients invest their trust and hope—even though they're not always aware of who these people are or the roles they play.

These professionals are healthcare executives (also called healthcare administrators and healthcare managers). They are the men and women who manage today's hospital and healthcare organizations.



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## Healthcare Executives...

- Ensure that their organizations have strong medical, operational, and financial footing to serve the needs of patients, their families, and the communities
- Are skilled, trained professionals, who care deeply about the quality of care patients receive. They partner with physicians, nurses, and other professionals to provide care



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## Healthcare Executives...

- Help in educating community members about important health issues
- Ensure that hospitals and other healthcare organizations serve as “safety nets” in their communities by providing emergency and ongoing care, as well as accurate, timely information about public threats in times of crisis



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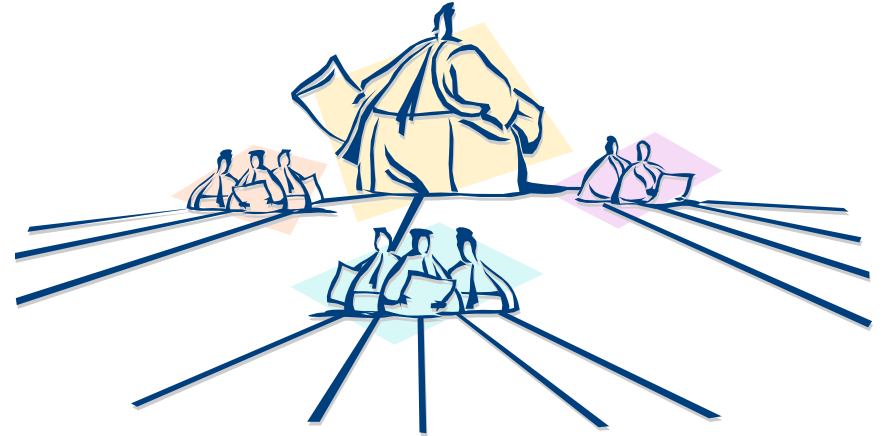
# Healthcare Executives...

Include *specialists* and *generalists*:

- **Specialists** are in charge of specific medical departments or services
- **Generalists** manage or help to manage an entire organization or healthcare system



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## **Positions for healthcare executives may be found in a variety of settings, such as:**

- Hospitals
- Physician practices
- Public health departments
- Mental health organizations
- Rehabilitation centers
- Universities and research institutions
- Nursing homes
- Consulting firms
- Health insurance organizations
- Healthcare associations



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## **Your first job in healthcare management might be an entry- to mid-level management position in a specialized area, such as:**

- Finance
- Government relations
- Human resources
- Information systems
- Marketing and public relations
- Medical staff relations
- Materials management (purchasing of equipment and supplies)
- Nursing administration
- Patient care services
- Planning and development



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**How do you  
get started?**





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## Step One: **Earn a Degree**

- **Bachelor's**
- **Master's**



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## **Bachelor's Degree**

A bachelor's degree is enough for some entry-level positions, a few top positions in smaller organizations, and for some middle-management jobs in larger organizations.

Many colleges offer undergraduate degrees with a concentration in health services management.



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## **Bachelor's Degree**

A baccalaureate education in health services management provides the initial education for a professional career in health services management.

However, degrees in other areas, such as business, nursing, and liberal arts, may also qualify you for a career in this area.



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## **Master's Degree**

A master's degree is required for almost every position in healthcare management.

A master's program in this field may require a supervised internship, residency, or fellowship.



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# Master's Degree

Graduate programs generally last two years and include course work in:

- Health policy and law
- Marketing
- Organizational behavior
- Healthcare financing
- Human resources
- Other healthcare management topics



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# Your Career Path

## Early Career (1-9 years)

Graduates of healthcare management programs often begin their careers as staff employees in various clinical and administrative departments.

Graduates may also assume roles as managers and supervisors in smaller organizations, such as physician offices, clinics, outpatient laboratories, and public health or human service agencies.



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## **Early Career**

The level of the starting position varies with the experience of the applicant and size of the organization.

Depending on the employing organization and scope of responsibility in the position, graduates from healthcare management programs with little or no experience can expect to earn a salary ranging from \$30k to the high \$40k after graduation. Experienced graduates can expect to earn higher salaries.



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## **Mid Level (10-20 years)**

Managers in healthcare have possibilities for advancement into positions spanning from head of a clinical or administrative department to CEO. These positions carry greater responsibility and require additional administrative and interpersonal skills.

The salary for this level ranges from \$50k to \$80k for management positions. Salaries for CEOs and other senior executives can reach beyond \$200k. Earnings will vary by type of organization, size of facility, geographic location, and level of responsibility.



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## **Senior Level (20+ years)**

After obtaining enough experience, healthcare executives can assume leadership positions ranging from vice president to CEO. Salaries at this level are typically in excess of \$100k.



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## 2006 Hospital Executive Pay\*

<b>Senior-Level Positions</b>	<b>Median base salary for all hospitals surveyed</b>
Chief executive officer	\$262,200
Chief operating officer	\$235,200
Chief financial officer	\$178,500
Chief medical officer	\$263,900
Top hospital human resources executive	\$135,100
Top patient care executive	\$158,000
Head of nursing	\$154,100
Head of professional services	\$151,100
Head of corporate development	\$205,200

\*Clark Consulting. 2006 Health Care Executive Compensation Survey (February, 2006).



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## **Step Two: Join a Professional Association**

Joining a professional association can help give you a head start in the field and provide you with resources to help you throughout your career.



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## **Become an ACHE Student Associate**

If you decide on a career in healthcare management, consider joining the **American College of Healthcare Executives** as a Student Associate.

ACHE is an international professional society of nearly 30,000 healthcare executives.



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# Student Associate Benefits

- Resume review services
- An online job bank and resume-posting service
- Continuing education programs
- Subscriptions to *Healthcare Executive* magazine and *Journal of Healthcare Management*
- Networking opportunities



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## **Take the next step...**

**Learn more about healthcare management careers.**

Talk to professionals in the field, visit career planning Web sites, tour a nearby hospital or other healthcare organization, or participate in a healthcare-focused volunteer program.



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## **Take the next step...**

### **Read about healthcare.**

You can find interesting articles in local newspapers, national magazines such as *Newsweek* and *Time*, and trade publications such as *Healthcare Executive*, *Frontiers of Health Service Management*, *Journal of Healthcare Management*, or *Modern Healthcare*.  
Visit university libraries.



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## **Take the next step...**

### **Investigate many educational programs.**

Discuss your interest in a healthcare administration career with a guidance counselor and ask for help in identifying appropriate graduate programs. Check out financing opportunities such as scholarships and financial aid.



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Thank you for your time

***Good Luck* and Have Fun!**