

Hello Health Services Management (HSM) and Health Information Management (HIM) students:

We hope your term is going well, that you're prepared for your final examinations and are looking forward to the winter break.

We want to keep you up-to-date on curriculum changes our School has made to our programs that will be implemented for the 2020-21 academic year. The changes are to rationalize our programs, and make them more meaningful for prospective students and simpler to understand for potential employers.

On the surface, **the changes** may seem significant, however, they **will not affect you completing your degree**. Students already enrolled in BHA HIM and BHA HSM will continue with their programs based on the current curricula.

What are the 'big' changes?

1. The Bachelor of Health Administration (BHA) HIM and HSM programs will become a single/stand-alone BHA program.

This is the main change, and it is linked to the others. In short, as of Fall 2020, the individual HIM and HSM programs will no longer be offered. All students admitted as of 2020 will be enrolled into a Bachelor of Health Administration (this is the program of study and the graduation outcome).

To make this change, we had to close one program - the HIM. Therefore, no more students will be admitted to the BHA HIM program. In addition to this change, the HSM program was revised, to become the new 'stand-alone' Bachelor of Health Administration (BHA) program. This revised program will continue to be certified by the University Association of Programs in Health Administration ([AUPHA](#)).

2. A revised, single/stand-alone BHA curriculum.

The HIM and HSM curricula had become very similar in the past several years in terms of course number and content. The main difference was that HIM students were admitted with HIM certification (CHIMA) or significant IT/IM background, which they then complemented with mostly management and evaluation courses. We made some changes to strengthen the HIM

content in the common core of the revised BHA program. CHIM 305 (Introduction to Health Informatics) has been added as a required course in the revised BHA program.

What does this mean for current students?

1. Current HSM students

Current BHA HSM students will continue to complete their program. All BHA students eligible to graduate in Spring 2020, will be awarded the Bachelor of Health Administration, Health Services Management degree.

As of Fall 2020 graduation/convocation, all eligible to graduate BHA HSM students will be awarded a Bachelor of Health Administration degree. The change in the graduation award reflects the revisions made to the program effective Fall 2020.

Students will not be disadvantaged due to the revisions made to the BHA, HSM program.

Students who may be unable to complete their required curriculum as published in the undergraduate calendar, will be considered for course substitutions. Careful planning in the selection of courses can help with the completion of required courses.

- CHSM 306 (Management, Leadership & Decision Making) will no longer be a core course requirement in the revised BHA curriculum. Current BHA HSM students who require this course as part of their curriculum are encouraged to take **CHSM 306** when it **is offered for the last time in Winter 2020**. If this is not possible, students will take CMHR 640 (Leadership), also delivered via distance education, as the course substitute. CMHR 640 has a pre-requisite (CMHR 405). However, the Chair, Human Resources department has agreed to waive this pre-requisite for BHA students if they have successfully completed CHSM 305 **or** CHIM 300.
- It is important that students' academic record of courses completed, substituted, etc. be kept up-to-date to reflect accurate details needed in the assessment for graduation. Students are advised to consult with their department administrator as soon as possible when considering completing a course as a substitution. Complete information on when and how to apply for a [Course Exception \(Directive/Substitution\)](#) is found here.

2. Current HIM students

Current BHA HIM students will continue to complete their program. All BHA HIM students eligible to graduate will continue to be awarded a Bachelor of Health Administration, Health Information Management.

Students who may be unable to complete their required curriculum as published in the undergraduate calendar, will be considered for course substitutions. Careful planning in the selection of courses can help with the completion of required courses.

*CHIM 302 (Health Information Systems Management) will no longer be a core course requirement in the revised BHA curriculum. Current HIM students who require this course as part of their curriculum are encouraged to take **CHIM 302** when it is **offered via distance education for the last time in Fall 2020**. If this is not possible, students will take CHIM 305 (Introduction to Health Informatics) as the course substitute for CHIM 302. CHIM 406 & CHIM 407 (Practicum Seminar and Practicum) will be replaced with the HSM Practicum course equivalents, CHSM 418 & CHSM 419.

It is important that students' academic record of courses completed, substituted, etc. be kept up-to-date to reflect accurate details needed in the assessment for graduation. Students are advised to consult with their department administrator as soon as possible when considering completing a course as a substitution. Complete information on when and how to apply for a [Course Exception \(Directive/Substitution\)](#) is found here.

Please see the [Course Schedule](#) (up to and including 2021).

We're here to answer any questions or address any concerns you may have. Please feel free to drop by the office.

Thank you,

Susanna Lau