WHAT CAN I DO WITH MY HEALTH ADMINISTRATION & POLICY DEGREE?

Using the Major Sheet:
• Large headings indicate industry area and subheadings indicate employers within that area.
• Use the titles to search for careers and related careers in order to explore your options within different areas of industry. Note that some career titles have multiple names for similar positions.
• An asterisk (*) notes that additional training (certification, graduate school, high level of experience) in order to obtain this career. Make sure you thoroughly research career pathways.

HOSPITALS
• Medical Records Administrator
• Human Resources Generalist
• Volunteer Services Director
• Fundraising/Development Specialist
• Health Information Technician
• Patient Representative
• Public Relations Specialist
• Medical Records Technician
• Risk Management Specialist
• Administrative Assistant
• Health Educator
• Admissions Staff
• Credit Analyst
• Support Specialist
• Recruiter

LONG-TERM CARE FACILITIES/ HOME HEALTH CARE SERVICES
Nursing Homes, Retirement Centers, Adult Day Care Centers, Home Health Care Agencies
• Admissions Representative
• Insurance Specialist
• Recruiter
• Hospice Coordinator
• Marketing Specialist
• Human Resources Manager
• Volunteer Coordinator
• Adult Day Care Coordinator
• Program Coordinator
• Recreation Leader
• Health Educator

MANAGED CARE ORGANIZATIONS (INSURANCE)
HMOs, PPOs, POSs
• Physician Relations Specialist
• Quality Assurance Specialist
• Provider Relations Coordinator
• Health & Benefits Claim Manager
• Insurance Coordinator
• Insurance Compliance Analyst
• Account Manager
• Claims Examiner
• Claims Adjuster

MEDICAL OFFICE ADMINISTRATION
Clinic, Medical/Dental Offices, Mental Health Centers, Behavioral Health Facilities
• Office Manager
• Financial Officer
• Personnel Assistant

MEDICAL-RELATED SALES
Medical & Dental Suppliers, Dental & Medical Equipment Manufacturers
• Assistant Buyer
• Market Researcher
• Sales Representative
• Product Trainer
• Marketing Specialist

CORPORATE BENEFITS PROGRAMS
• Benefits Coordinator
• Health Policy Analyst
• Training/Education Specialist
• Wellness Program Developer
• Fitness Specialist
• Health Promotions Officer
• EAP Administrator
• Benefits Coordinator
• Project Analyst

HEALTH INFORMATICS
• Clinical
• Dental
• Pharmacy
• Telemedicine/Mobile Computing
• Clinical Research
• Mental Health
• Primary Care
• Translational Bioinformatics
• Consumer Health
• Nursing
• Public Health
• Veterinary
PUBLIC HEALTH ADMINISTRATION
VA, Public Health Departments, Regulation Agencies
• Outreach Assistant  • Program Developer  • Inspector
• Research Assistant  • Public Health Researcher  • Project Coordinator
• Public Health Educator  • Social Service Administrator  • Health Coordinator
• Community Outreach Worker  • Community Health Worker  • Health Statistician

POLICY / ADVOCACY
Congress / State Legislatures / Local Governments
• Congressional/Legislative Aide  • Legislative Correspondent  • Policy Analyst
• Legislative Research Assistant  • Campaign Staffer/Aide  • Committee Staff

Volunteer/Assistance Organizations
Peace Corps, Red Cross, Blood Banks, Domestic Violence Shelters, Meals on Wheels
• Volunteer Coordinator  • Community/Field Organizer  • Project Manager
• Program Coordinator  • Public Relations Specialist  • Health Educator
• Fund-Raiser/Development Associate  • Membership Coordinator  • Advocate
• Domestic Violence Prevention Spec.  • Community Health Volunteer  • Parent Educator
• Sexual Assault Prevention Educator  • Abuse Prevention Educator  • Community Relations
• Pregnancy Counselor  • Substance Abuse Prevention Educator

Health-Related Professional Associations, National Organizations
AMA, AARP, American Lung Association
• Project Manager  • Membership Coordinator  • Program Developer
• Legislative Organizer  • Meetings Coordinator  • Research Assistant
• Fund-Raiser/Development Associate  • Public Relations Specialist  • Public Policy Analyst
• Legislative Advocate  • Special Events Planner  • Writer/Editor

Preparation for a Competitive Job Market:
• Focus on transferable skill sets as you pursue a degree in Health Administration and Policy.
• Obtain relevant internship, co-op, or volunteer experiences.
• Supplement Health Administration and Policy course work with classes relevant to your career.
• Meet with a Career Specialist to explore options, make decisions, and prepare for career choices.

Additional Career Center Resources:
• Major Sheets (HAPP, POLI, BIOL, SOCY, ANTH): http://careers.umbc.edu/tools/major-sheets/
• Links by Major: http://careers2.umbc.edu/tools/links.php
• The Vault: http://careers.umbc.edu/students/discover/explore-careers-majors/
  - Click on Vault Career Insider portal link and provide UMBC user ID and password
  - Select "Guides" to view relevant guides such as:
    "Vault Career Guide to Healthcare Management"  "Vault Guide to Dental Care Jobs"
    "Vault Guide to Healthcare Provider Jobs"

• Professional Organizations:
  American Public Health Association: https://www.apha.org/
  American Medical Informatics Association: https://www.amia.org/
  Health Care Administrators Association: http://www.hcaa.org/
  American Health Information Management Association: http://www.ahima.org/
  American Physical Therapy Association: https://www.apta.org/
  American Academy of Physicians Assistants: https://www.aapa.org/
  American Association of Colleges of Nursing: http://www.aacn.nche.edu/

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