

What Can I Do With a Major in...?

Health Services Admin.

Related Career Titles

- Director/Manager of Outpatient Services
- Purchasing Manger
- Medical Billing Specialist
- Surgical Services Coordinator
- Insurance Claims Adjustors
- Medical Records Coordinator
- Patient Accounts Representative
- Collections Agent
- Office Manager
- Customer Service Representative

Related Major Skills

- Knowledge of medical and billing procedures
- Able to communicate and follow through on resolving problems.
- Organized and detail oriented
- Good customer services skills

Typical Employers in South Florida

- Baptist Hospital
- Humana
- DaVita
- HealthSouth Corporation
- Aventura Hospital
- Signature Healthcare
- Jackson Memorial
- Holy Cross Hospital
- HCR Manor Care
- University of Miami Health System

Typical Work Activities

- Supervising personnel
- Preparing reports
- Managing medical and billing records
- Analyzing reports
- Reconciling patient accounts
- Corresponding with vendors/clients
- Scheduling personnel
- Ensuring compliance with regulatory agencies
- Track complaints

Professional Associations

- [American Assn. of Healthcare Administrative Management](#)
- [Health Care Administrators Association](#)
- [American Health Care Association](#)

Job & Internship Search Links

- [HEALTHeCAREERS.com](#)
- [Miracleworkers.com](#)
- [Indeed.com](#)
- [Internships.com](#)
- [USAJOBS.gov](#)