



**Masters in Health Administration (MHA) Program  
Summer Administrative Residency  
Frequently Asked Questions**

The summer administrative residency is a vital part of our graduate MHA program in which students who have completed their first year of coursework are given the opportunity to work closely with a leadership-level preceptor in a healthcare organization. This experience gives the resident the opportunity to build on what they have learned in the classroom and develop practical skill and gain real world insight.

**What does an administrative resident do?** The structure and content of each residency will vary based on the student's background and type of organization in which the residency is being offered. However, common components of a successful residency include assignment of a resident preceptor to foster a constructive learning experience, including access to meetings with leaders and clinicians as well as resident completion of well-planned projects that give him/her exposure to a variety of management situations. Please see attached *Residency Guidelines* for more detail.

**Why should my organization sponsor a summer administrative resident?** A well-structured residency can be beneficial to both the sponsoring organization and the student resident. All of our students are academic achievers and many have healthcare related work experience. We find them to be a very hard working, socially motivated group, eager to learn and produce results. As residents, our students lead and contribute to important projects for the organization. Evidence of their value is that many sponsoring organizations continue to employ our students part-time during the academic year and/or recruit them for jobs and fellowships.

**How long is the summer residency? When does it start?** The residency typically starts in the middle of May and continues for 12-14 weeks, ending in mid-August.

**Will the resident work full-time?** The residency should be full-time, or as close to full-time as possible and provide a real-world experience to enrich their first year of class work and to prepare them for the second year of our program. Although not required, a one-week (unpaid) vacation during the summer residency period is often requested by students and can be negotiated by the preceptor and the student.

**What is the cost of hiring a resident?** Hourly compensation rates have ranged from \$11.50 - \$20.00 and monthly stipends have ranged from \$2000 to \$3000. These are influenced by local cost of living, allowances for living expenses, budget influences, and other factors.

**What is the process for hiring a resident?** Our goal is to facilitate the best match between host organizations' needs and our students' skills and interests. Therefore, we strongly encourage our residency host organizations to follow the process/ timeframe below:

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| <b>December</b>         | Host organizations confirm their interest in hosting a resident the following summer   |
| <b>December-January</b> | Students review residency opportunities and prepare application materials for those for which they would like to be considered.  |
| <b>January-February</b> | We will send host organizations a packet of interested students' resumes/ cover letters. Ideally, host organizations will interview their top candidates and make final selections by mid-February |

If you would like to know more or are interested in sponsoring a summer resident in 2015 or beyond, please contact:

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