**Principles of Health & Hospital Administration**

**Course Description:-**

Introduces the fundamental concepts hospital administration which provides the candidate to obtain training and advance practical as well as theoretical knowledge in the field of hospital administration.

**Pre-requisite**:- Nil

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| **Learning outcomes:**  At the end of the course, students should be able to:   1. Familiarize the student with hospital operational activities. 2. Understand the process of purchase and inventory management in a health care establishment, apart from productivity aspects. 3. Define hospital administration. 4. Describe the history of hospital development. 5. Enumerate the factors responsible for development of hospital. 6. Classify hospitals using different criteria. 7. Describe the functions of hospital. 8. Enumerate the factors affecting distribution of beds in hospital 9. Describe indices related to hospital and population. 10. Apply different indices to solve hospital issues. 11. Define hospital utilization. 12. Enumerate factors affecting hospital utilization. 13. Describe the type of specialties available at various tiers of hospital. 14. Define administration. 15. Describe role profile of administrator. 16. Define management. 17. Enumerate principals and functions of management. 18. Describe the elements of personal management 19. Describe steps of personal management. 20. Design and monitor budget. 21. Define and concept of scalar principals. 22. Describe importance of nosocomial infection. |

**COURSE PLAN**

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| **Week No.** | **Topics/Activities** |
| 1 | Health & Hospital Administration: Systems, Policy, and Management |
| 2 | How Politics Makes Health Policy |
| 3 | Equitable Access and Quality |
| 4 | Hospital Administration and Leadership |
| 5 | Developing Networks to Deal with Complex Health Care Problems |
| 6 | Medical Care Quality |
| 7 | Quality Care and Academic Medical Centers |
| 8 | Listening to Stakeholders |
| 9 | Hospital Mergers |
| 10 | Hospital Financing and Payment System of Services |
| 11 | Understanding Health Insurance |
| 12 | Implementing Cost Control in Health Care |

**REFERENCES**

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| --- | --- | --- | --- |
| [Ames T. Ziegenfuss](http://book4you.org/g/James%20T.%20Ziegenfuss), [Jr.](http://book4you.org/g/%20Jr.), [& Joseph W. Sassani](http://book4you.org/g/%20and%20Joseph%20W.%20Sassani) (Eds.) | Portable Hospital Administration | 2009 | Oxford University Press |