

Essential Textbooks For Healthcare Management Education

Essentials of Strategic Planning in Healthcare introduces readers to the factors influencing the strategic planning process in hospitals and other health services institutions today. Structured around a comprehensive case study and accompanying end-of-chapter exercises, this text places readers in the planner's seat, asking them to apply what they have learned to lead the hospital in the case study to success. Topics covered include: The role leadership plays in strategic planning Organizational factors critical to strategic planning Completing a SWOT analysis Analytical tools that support strategic planning Key data sources available to planners Strategic opportunities presented by pay-for-performance initiatives Communicating the strategic plan to multiple stakeholders Linking the strategic plan to operating performance Physician involvement in strategic planning Strategic planning initiatives across the continuum of care Hospital-physician integration models Factors affecting strategic planning in the post-acute care industry Jeffrey P. Harrison, PhD, FACHE, is an associate professor of health administration at the University of North Florida. Previously, Dr. Harrison held a wide range of managerial positions, including chief operating officer of a hospital, director of a large medical group, and leader at the health system level. He is founder and president of Harrison Consulting Group, Inc., a healthcare consulting firm.

Faced with strict government regulations and increasing service demands by consumers, healthcare providers find themselves accountable on both ends. Written to reflect the realities of the 21st century, Principles of Health Care Management considers the many outside forces influencing health care institutions, and in doing so provides a progressive and modern reference on how to effectively manage a health organization. Using relevant case studies to illustrate key points, this text explains the critical changes and challenges that administrators must deal with as they go about practicing their profession and what students must learn as they begin their study of this vital field.

This work ushers in a change in the approach of books on hospital administration. To make the text interesting authors have used the case based learning approach. Apart from this many new topics have been introduced in this book which had not been addressed so far in the available books. For example:- due importance has been given to the role of engineering department in ensuring provision of good quality of medical care by the hospitals. New concepts in hospital administration like information therapy, use of information and communication technology, health promoting hospital approach, impact of globalization on hospital care etc. have also introduced through this book. USP of the book is giving due importance to the feedback from experienced hospital administrators across public and private hospitals of country. This book will surely be of use to medical superintendents and hospital administrators in government and private hospitals in India and other countries. Students as well as teachers of various courses namely, regular and distant learning courses of MBA in Health Care/Hospital Administration, Diploma of masters in Hospital Administrator, MD in hospital administrator , MD in community medicine, Diploma/masters in laws, master's in public health will also find this book of immense value. This book will also be helpful for civil surgeons and senior medical officers of state health services. The book comprehensively consolidates a lot of practical aspects by incorporating plenty of illustrations, photographs, case studies, real life situations etc. which will help the readers to get a realistic practical experience. Salient Features New concepts in hospital administration like use of information and communication technology, health promoting hospital approach, impact of globalization on hospital care, role of engineering department and information therapy, etc. have been introduced Case Studies presented in the chapters are useful for case based learning approach Comprehensively consolidates a lot of practical aspects by incorporating plenty of Flowcharts, Figures and Tables help the readers to get a realistic practical experience

Essentials of the U.S. Health Care System, Fifth Edition is a clear and concise distillation of the major topics covered in the best-selling Delivering Health Care in America by the same authors. Designed for undergraduate and graduate students in programs across the health disciplines, Essentials of the U.S. Health Care System is a reader-friendly, well organized resource that covers the major characteristics, foundations, and future of the U.S. health care system. The text clarifies the complexities of health care organization and finance and presents a solid overview of how the various components fit together.

A Guideline for Developing and Developed Countries

First, Break All the Rules

Essential Public Health

Information Systems for Healthcare Management

Best Practice Financial Management

Manual of Healthcare Leadership - Essential Strategies for Physician and Administrative Leaders

Go ‘ back to basics ’ with this concise, clear text on the essentials of nursing care. Comprehensively covers all aspects of essential care Puts care into context and relates it to current UK Government policy and targets Shows how to apply theory in practice using diagrams and case studies Uses a ‘ reflective ’ theme throughout, in line with current teaching practice Explains Clinical Skills in the context of care Includes a companion website (www.pearsoned.co.uk/field) to support learning The book is designed to help the student develop a proactive approach to the assessment, planning, implementation and evaluation of the care that they give. The invaluable advice can be applied to all branches of nursing and to all environments where patients are nursed, whether in hospital, at home or care homes. Essential reading for nursing students, qualified nurses and all health and social care workers

This book provides a broad overview of what is needed to run hospitals and other health care facilities effectively and efficiently. All of the skills and tools required to achieve this aim are elucidated in the book, including business engineering and change management, strategic planning and the Balanced Scorecard, project management, integrative innovation management, social and ethical aspects of human resource management, communication and conflict management, staff development and leadership. The guidance offered is exceptional and applicable in both developed and developing countries. Furthermore, the relevant theoretical background is outlined and instructive case reports are included. Each chapter finishes with a summary and five reflective questions. Excellence can only be achieved when health care professionals show in addition to their medical skills a high level of managerial competence. High performance in Hospital Management assists managers of health care providers as well as doctors and nurses to engage in the successful management of a health care facility.

Thoroughly revised, this third edition of Financial Management of Health Care Organizations offers an introduction to the most-used tools and techniques of health care financial management. Comprehensive in scope, the book covers a broad range of topics that include an overview of the health care system and evolving reimbursement methodologies; health care accounting and financial statements; managing cash, billings, and collections; the time value of money and analyzing and financing major capital investments; determining cost and using cost information in decision-making; budgeting and performance measurement; and pricing. In addition, this new edition includes information on new laws and regulations that affect health care financial reporting and performance, revenue cycle management expansion of health care services into new arenas, benchmarking, interest rate swaps, bond ratings, auditing, and internal control. This important resource also contains information on the 2007 Healthcare Audit Guide of the American Institute of Certified Public Accountants (AICPA). Written to be accessible, the book avoids complicated formulas. Chapter appendices offer advanced, in-depth information on the subject matter. Each chapter provides a detailed outline, a summary, and key terms, and includes problems in the context of real-world situations and events that clearly illustrate the concepts presented.

Problem sets that end each chapter have been updated and expanded to support more in-depth learning of the chapters ’ concepts. An Instructor ’ s Manual, available online, contains PowerPoint and Excel files.

The Handbook of Healthcare Management is a comprehensive examination of key management practices for global healthcare organizations, arguing that insight into and implementation of these practices is essential for success and sustainability.

Integrating Information Technology in Health Care Work

Foundations for a Changing Health Care System

Accounting Fundamentals for Health Care Management

Essential Techniques for Healthcare Managers

Leadership and Management in Healthcare

Essentials of Strategic Planning in Healthcare

Revision of: Austin and Boxerman's information systems for healthcare management.-- 7th ed. / Gerald L. Glandon, Detlev H. Smaltz, Donna J. Slovensky. 2008.

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Gallup presents the remarkable findings of its revolutionary study of more than 80,000 managers in First, Break All the Rules, revealing what the world’s greatest managers do differently. With vital performance and career lessons and ideas for how to apply them, it is a must-read for managers at every level. The greatest managers in the world seem to have little in common. They differ in sex, age, and race. They employ vastly different styles and focus on different goals. Yet despite their differences, great managers share one common trait: They do not hesitate to break virtually every rule held sacred by conventional wisdom. They do not believe that, with enough training, a person can achieve anything he sets his mind to. They do not try to help people overcome their weaknesses. They consistently disregard the golden rule. And, yes, they even play favorites. This amazing book explains why. Gallup presents the remarkable findings of its massive in-depth study of great managers across a wide variety of situations. Some were in leadership positions. Others were front-line supervisors. Some were in Fortune 500 companies; others were key players in small entrepreneurial companies. Whatever their situations, the managers who ultimately became the focus of Gallup’s research were invariably those who excelled at turning each employee’s talent into performance. In today’s tight labor markets, companies compete to find and keep the best employees, using pay, benefits, promotions, and training. But these well-intentioned efforts often miss the mark. The front-line manager is the key to attracting and retaining talented employees. No matter how generous its pay or how renowned its training, the company that lacks great front-line managers will suffer. The authors explain how the best managers select an employee for talent rather than for skills or experience; how they set expectations for him or her – they define the right outcomes rather than the right steps; how they motivate people – they build on each person’s unique strengths rather than trying to fix his weaknesses; and, finally, how great managers develop people – they find the right fit for each person, not the next rung on the ladder. And perhaps most important, this research – which initially generated thousands of different survey questions on the subject of employee opinion – finally produced the twelve simple questions that work to distinguish the strongest departments of a company from all the rest. This book is the first to present this essential measuring stick and to prove the link between employee opinions and productivity, profit, customer satisfaction, and the rate of turnover. There are vital performance and career lessons here for managers at every level, and, best of all, the book shows you how to apply them to your own situation.

As health care and public health continue to evolve, the field of Health Information Systems (HIS) has revealed an overwhelming universe of new, emerging, competing, and conflicting technologies and services. Even seasoned HIS professionals, as well as those new to the field, are often confounded by these myriad systems. Essentials of Health Information Systems and Technology unravels the mysteries of HIS by breaking these technologies down to their component parts, while articulating intricate concepts clearly and carefully in simple, reader-friendly language. The book provides a thorough yet unintimidating introduction to this complex and fascinating field. This book will provide undergraduate and early graduate students with a solid understanding not only of what is needed for a successful healthcare career in HIS, but also of the vast frontier that lies before us as we develop new tools to support improved methods of care, analytics, policy, research, and public health. Contents Include: • HIS overview • Systems and management • Biomedical informatics • Data and analytics • Research, policy, and public health • Future directions of HIS

Fundamentals of Human Resources in Healthcare

an essential guide for nurses and healthcare workers in primary and secondary care

Working with Excel

101 Careers in Healthcare Management

Encyclopedia of Health Care Management

Legal and Ethical Essentials of Health Care Administration, Second Edition is the ideal text for courses that combine a study of both the legal and ethical aspects of healthcare administration. Derived from George Pozgar’s best-selling textbook, Legal Aspects of Health Care Administration, Thirteenth Edition, this more concise text provides the reader with the necessary knowledge to become conversant with both legal and ethical issues pertinent to the healthcare profession. Using reader-friendly language, the book presents actual court cases, state and federal statutes, and common-law principles to help the student understand the practical application of the concepts learned. The author includes a broad discussion of the legal system, including the sources of law and government organization as well as basic reviews of tort law, criminal issues, contracts, civil procedure and trial practice, and a wide range of real-life legal and ethical dilemmas.

Accounting Fundamentals for Health Care Management is ideal for an introductory course in financial accounting in both undergraduate and graduate programs. With a focus on basic accounting in health care management, this essential book contains the vocabulary of and an introduction to the tools and concepts employed by finance officers. Students will learn how to assess financial information, ask the appropriate questions, and understand the jargon-laden answers.

This timely revision addresses all the important topics in the effective management of public health departments and agencies. Using a practical, non-theoretical approach, the book is ideal for the hands on management of these complex organizations and their daily operations. The Second Edition has been thoroughly revised with all new case studies for each chapter as well as the most up-to-date information on critical, contemporary topics in management, human resources, operations, and more, all within the context of the public health department. Important Notice: The digital edition of this book is missing some of the images or content found in the physical edition.

Managing a modern public health system requires skills drawn from diverse fields including business, education, and government. Essentials of Management and Leadership in Public Health offers public health students broad exposure to the interdisciplinary skills and knowledge needed to effectively manage and lead public health organizations today. This book covers the full spectrum of essential competencies required to manage public health organizations, from communication and cultural proficieny to leadership, relationship building, ethics, and program planning.

Essentials of the U.S. Health Care System

The Creative Destruction of Medicine

The 12 Essential Steps

Health Information Management

MBA for Healthcare

How the Digital Revolution Will Create Better Health Care

Instructor Resources: This book's Instructor Resources include a test bank, presentation PowerPoint slides, answer guides to the in-book Mini Case Study questions, teaching guides for the part-opener case studies, and a transition guide to the new edition. Healthcare managers are tasked with ensuring an organization's mission is carried out, its goals are achieved, and its work is of high quality. Essentials of Healthcare Management: Cases, Concepts, and Skills provides a solid foundation for developing the skills managers need to help move their organization forward. This introductory book is for those preparing for entry- or midlevel healthcare management jobs. Aligned with the competency categorization developed by the Healthcare Leadership Alliance, it provides a knowledge base and develops aptitude in interpersonal skills such as leadership, professionalism, communication, and teamwork, as well as in business skills such as finance, human resources management, strategy, and marketing. The book is rich with compelling case studies depicting true events and situations. Every chapter opens with a case study to promote experiential learning and to anchor the chapter's subsequent coverage of theories and concepts. Examples include "Resisting Change," "Strange Behavior.," "The Ethics Committee," and "A Longer Than Necessary Hospitalization." Wrapping up every chapter, mini-case studies such as "MedMan and Its Cultural Climate," "What Do We Do About Joe?," and "Developing the Budget for the Dialysis Center" give students the opportunity to apply the theories and concepts covered. Each major part of the book is introduced with a longer case study that instructors can use to highlight the significance of the material addressed in the part's chapters. End-of-chapter questions and exercises are equally well suited for in-class discussion or team assignments. Originally published as Essential Techniques for Healthcare Managers, this book has been extensively revised. All chapters have been significantly rewritten and updated. Particularly notable are enhancements to the coverage of strategy and marketing, operations, quality, and health information technology. The following chapters are entirely new and provide context and background for the subsequent chapters that address interpersonal and business skills: A Brief History of the Development of Healthcare in AmericaHealth Policy: Cost, Quality, and AccessThe Healthcare System TodayMedical and Healthcare Environments Blending theory and practical applications, Essentials of Healthcare Management equips future leaders with the skills, knowledge, and confidence they need to be successful healthcare managers.

"While the future of US healthcare is unclear the move toward value-based care is undoubtedly its next major shift. Reimbursement payment programs have already begun this metamorphosis and are increasingly being tied to quality measures. With the urgency of revolutionary change in the background, the healthcare organization must transform its care and business models to evolve into a next-level healthcare enterprise. In Essential Operational Components for High-Performing Healthcare Enterprises, Jon Burroughs and other nationally respected experts highlight the building blocks necessary to transform a healthcare organization into an integrated delivery system. In this operational model, hospitals and other entities in the system work together to achieve common clinical and business goals. Shifting from reactive to proactive, healthcare leaders must move the mindset and strategy of the healthcare system, from caring for the ill to preventing illness. This radical book proposes a framework of innovative strategies for shifting to a fully engaged, aligned, and integrated delivery system: - Effective leadership - The role of clinical staff - Strategic planning - Clinically integrated networks - Health information management - Population health - Actuarial risk and cost management The push for efficiency, quality, and cost reduction demands change in every area of the US healthcare system. Essential Operational Components for High-Performing Healthcare Enterprises defines the fundamental enterprise-wide elements that all healthcare organizations will need to embrace to excel in a value-based world"--

A groundbreaking prescription for health care reform--from a legendary leader in innovation . . . Our health care system is in critical condition. Each year, fewer Americans can afford it, fewer businesses can provide it, and fewer government programs can promise it for future generations. We need a cure, and we need it now. Harvard Business School's Clayton M. Christensen—whose bestselling The Innovator's Dilemma revolutionized the business world—presents The Innovator's Prescription, a comprehensive analysis of the strategies that will improve health care and make it affordable. Christensen applies the principles of disruptive innovation to the broken health care system with two pioneers in the field—Dr. Jerome Grossman and Dr. Jason Hwang. Together, they examine a range of symptoms and offer proven solutions. YOU'LL DISCOVER HOW “Precision medicine” reduces costs and makes good on the promise of personalized care Disruptive business models improve quality, accessibility, and affordability by changing the way hospitals and doctors work Patient networks enable better treatment of chronic diseases Employers can change the roles they play in health care to compete effectively in the era of globalization Insurance and regulatory reforms stimulate disruption in health care

A professor of medicine reveals how technology like wireless internet, individual data, and personal genomics can be used to save lives.

Hospitals and Health Systems

Cases, Concepts, and Skills

Essentials of Healthcare Management

Essentials of Hospital Management & Administration

Financial Management of Health Care Organizations

Principles of Health Care Management

Introduction to Health Care Management is an introductory principles of health care management book developed specifically for undergraduate health administration programs. Covering a wide variety of healthcare settings, from hospitals to nursing homes, this essential text contains numerous case studies. This indispensable book covers key areas such as ethics, cost management, strategic planning and marketing, information technology, and human resources.

Human resources are the bedrock of healthcare organizations. Yet healthcare faces severe staffing shortages, both as a result of the aging population and workforce and because of wide disparities in the geographic distribution of workers. To attract and retain this increasingly scarce resource and to inspire the best from their employees healthcare managers must know how to develop, nurture, and coach their staff for success. Fundamentals of Human Resources in Healthcare takes a back-to-basics approach to workforce management, presenting proven best practices and evidence-based strategies. It sets forth fundamental concepts that will help healthcare managers succeed at the most important and challenging part of their job: managing people. This new edition puts human resources in the context of today's healthcare environment, with all of its rapid, ongoing, and unprecedented changes. Thoroughly revised and updated, it includes: A new chapter on enhancing diversity and inclusion in healthcare organizations Expanded material on physician compensation, including changes in incentives; compensation practices in patient-centered medical homes and accountable care organizations; and challenges in measuring physician productivity Revised and updated content on the legal and regulatory environment of human resources management, including sexual harassment, electronic monitoring and workplace searches, and termination A new chapter on human resources management practices that support quality improvement and patient safety initiatives Current developments in union organizing and union membership in healthcare organizations Written for current and aspiring managers throughout a healthcare organization not just those employed in the human resources department this book establishes a vision in which everyone is a human resources manager.

Essentials of Health Care Marketing, Fourth Edition will provide your students with a foundational knowledge of the principles of marketing and their particular application in health care. Moreover, the text offers a perspective on how these principles must shift in response to the changing environmental forces that are unique to this market. **Instructor Resources:** PowerPoint slides, additional discussion questions, and web links. Today's healthcare leaders face constant challenge and change. Even as they cope with a rapidly evolving environment, they also must overcome existing obstacles inherent to running multifaceted operations. A solid value system will anchor leaders as they navigate these daily hurdles. This highly regarded book examines leadership through the lens of such values. It provides a comprehensive overview of leadership principles specific to the healthcare environment and explores both personal and team values that drive appropriate and effective behavior. Case studies, exercises, and self-assessment tools facilitate teaching, dialogue, and self-reflection. A valuable resource for seasoned practitioners and their leadership teams, the book is also used extensively in academic courses in leadership. Updates to this edition include: Expanded coverage of academic theories and popular approaches to leadership A new chapter articulating the need to identify and develop new types of leaders in healthcare A new chapter on the extensive work of researchers who have examined the impact of leadership on organizational outcomes Updated and expanded discussion of servant leadership, change makers, employee engagement, emotional intelligence, and groupthink

Fresh examples and cases featuring clinical leaders, including both nurses and physicians

Core Concepts and Essential Tools

Becoming an Effective Leader in Healthcare Management

Essentials of Public Health Management

Theory and Practice

Legal and Ethical Essentials of Health Care Administration

Textbook of Hospital Administration

Thinking like a health economist -- The relationship between health and wealth -- The production of health -- The production of health-related goods and services -- The demand for healthcare -- Perfect competition and other market structures -- Physician behavior -- The insurance market -- Cost-effectiveness analysis

Drawing on the most up-to-date policies and professional regulations, and with an emphasis on the provision of person-centred care, the authors - both of whom have backgrounds in clinical practice, education and management - show how essential leadership and management skills can be applied across a range of situations in everyday practice.

The must-have statistics guide for students of health services Statistics for Health Care Management and Administration is a unique and invaluable resource for students of health care administration and public health. The book introduces students to statistics within the context of health care, focusing on the major data and analysis techniques used in the field. All hands-on instruction makes use of Excel, the most common spreadsheet software that is ubiquitous in the workplace. This new third edition has been completely retooled, with new content on proportions, ANOVA, linear regression, chi-squares, and more, Step-by-step instructions in the latest version of Excel and numerous annotated screen shots make examples easy to follow and understand. Familiarity with statistical methods is essential for health services professionals and researchers, who must understand how to acquire, handle, and analyze data. This book not only helps students develop the necessary data analysis skills, but it also boosts familiarity with important software that employers will be looking for. Learn the basics of statistics in the context of Excel Understand how to acquire data and display it for analysis Master various tests including probability, regression, and more Turn test results into usable information with proper analysis Statistics for Health Care Management and Administration gets students off to a great start by introducing statistics in the workplace context from the very beginning.

How can society most effectively prevent disease and promote health? That is the challenge addressed by this textbook. Public health is the art and science of preventing disease, prolonging life and promoting health through the organised efforts of society. The 'science' is concerned with making a diagnosis of a population's health problems, establishing their cause and determining effective interventions. The 'art' lies in creatively addressing these problems. Essential Public Health captures both the art and science of the field. This second edition has been fully updated with contemporary examples and includes new chapters on sustainability and change, management and leadership. Examples are taken from health systems throughout the world, giving readers a wider perspective of the challenges faced. This is essential reading for all trainees in health care, social care and related disciplines. An internet companion includes supplementary information and interactive, self-assessment questions to test understanding and aid learning.

An Introduction to Fundamental Tools, Concepts and Applications

The Innovator's Prescription: A Disruptive Solution for Health Care

Essential Values and Skills

Medical Management: A Practical Guide

Health Economics

Handbook of Healthcare Management

The topic of health care management has escalated to one of the most widely discussed and debated topics in the health care industry, MBA programs, and in the field of medicine in general. In the 1980s, the industry was relatively stable and the need for combining business acumen with medicine was less than today. However, as we enter the 21st century, the need for applying business and management skills to the health care industry is stronger than ever. This Encyclopedia covers every topic a medical professional, institutional administrator, or MBA student would need to know about the business of health care. Key Features * Over 600 entries * More than 160 expert contributors from the fields of medicine, public health, business * Tables on medical degrees, medical specialties, medical organizations, health care acronyms, medical legislation * Unites the business and medical worlds, and spans the academic, corporate, and governmental arenas Topics Covered Accounting and Activity-Based Costing / Economics / Finance / Health Policy / Human Resources / Information Technology / Institutions and Organizations / International Health Care Issues / Legal and Regulatory Issues / Managed Care / Marketing and Customer Value / Operations and Decision Making / Pharmaceuticals and Clinical

Trials / Quality / Statistics and Data Mining / Strategy

Essential Techniques for Healthcare ManagersEssentials of Hospital Management & AdministrationEducreation Publishing

Preceded by Becoming an effective health care manager / by Len Sperry. c2003.

Hospitals and Health Systems: What They Are and How They Work is a comprehensive look at the inner workings of the modern health care organization.

Essentials of Management and Leadership in Public Health

Essentials of Health Care Marketing

Essential Operational Components for High-Performing Healthcare Enterprises

What the World's Greatest Managers Do Differently

Introduction to Health Care Management

Nursing Care

Medical care is an industry and private providers and hospitals are the major service providers. They operate on business principles. Hospitals are getting highly specialized and complex. The diagnostics and therapeutics are technology intensive. Private establishments have to compete with one another to remain in business. They strive to induct the best talent and latest technical know-how, resulting in ever-increasing costs to patients. Patients, who pay high charges, demand quality as a matter of right. To meet the challenge, hospitals are constrained to bring in professionalism in their systems and services. They appoint qualified professional managers to manage their clinics and hospitals with a view to sparing health professionals to focus on clinical care. Whether right or wrong, 'management' is often associated with authority and power. As a result, the medical professionals are reduced to secondary level in some organizations. To retain commanding positions in medical organizations, it has become necessary for the healthcare professionals to learn 'management', at least its basics. On the other hand, non-medical managers while managing healthcare services do not get the required cooperation from the medical professionals, as the latter are often secretive and not willing to share medical knowledge. If medical knowledge is demystified, non-medical managers can perform many functions in healthcare organizations proficiently. Both medical and non-medical managers can complement each other in providing quality healthcare services. The book aims to orient clinicians (including physicians and nurses) and other healthcare professionals on the essentials of business management and to familiarize them with management terms and jargon. They can learn to be effective managers besides being health professionals. Similarly, non- medical managers can get familiarized to nuances of clinical care and special managerial requirements of healthcare facilities. They all will be able to relate processes in healthcare settings with the concepts of business management. They can develop expertise on patient relationship management

In a rapidly-changing healthcare industry, the American College of Physician Executives affirms: "These days, it isn't enough to be a good doctor. Whether you're working in a group practice or hospital, in insurance or any other health care setting, you also need business know-how and skills if you want your organization and your career to thrive." MBA for Healthcare provides this know-how and these skills. With the mastery of healthcare management in mind, this book provides clinicians and administrators with the knowledge to advance their careers and make their organizations more competitive and successful. With backgrounds in education, medicine, administration and law, the authors present a wide variety of subjects to enhance healthcare provider's careers, including: cost accounting, management control structure and process, strategic planning, entrepreneurship, competitive marketing, and more. Case studies place theory in context and demonstrate practical, real life solutions. MBA for Healthcare is designed specifically for those looking to learn the business of medicine, whether as part of a joint MBA/MD or as a clinician looking to deliver the very best healthcare for your patients. This practical guide will provide an indispensable guide to the essential business and management tools you need for success.

This essential guide provides a lifeline to authoritative, reliable information on medical management, giving you all the skills you need whether managing a junior colleague as a lead doctor, or running multidisciplinary consortia in the NHS or private sectors. Learn key skills from leadership, managing change, quality control, and project management through to doctors in difficulty, appraisals and revalidation, managing exceptional performance, and poor performance Comprehensive coverage of NHS and private healthcare, primary care, acute and emergency care, mental health, and many other sectors Gain insight into important topics such as healthcare innovations and technologies, implementing evidence-based medicine, medical education, patient safety, and primary care consortia Refine your management skills with advice, wisdom, and practical help from key opinion leaders, medical professionals, and management experts In this world of change, reforms and new government initiatives, can you afford not to build on your existing skills? Whether you are new to medical management or an experienced director wishing to stay up to date and refine your expertise, this book will be an invaluable source of advice to help you manage the delivery of high-quality care.

This book, with its strong international orientation, introduces the reader to the challenges, lessons learned and new insights of health information management at the beginning of the twenty-first century.

High Performance in Hospital Management

What They Are and How They Work

Leadership in Healthcare

Essentials of Management for Healthcare Professionals

Statistics for Health Care Management and Administration

Essentials of Health Information Systems and Technology

How physician executives and managers can become outstanding leaders in times of rapid change Written by authors who have more than sixty years of combined experience in healthcare, physician, and organizational leadership, this groundbreaking book is an innovative blueprint for overcoming the complex changes and challenges faced by leaders in today's healthcare environment. Rather than being a theoretic work, *The Manual of Healthcare Leadership* is intended to be a relevant, practical, and real-world guide that addresses the myriad organizational, regulatory, budgetary, legal, staffing, educational, political, and social issues facing leaders in the healthcare industry. One of the primary goals of this book is to enable readers to maximize the performance of each staff member in the interest of collectively providing peerless healthcare to their service community. The strategies offered throughout the text include the "why, what, and how" necessary to solve specific problems and challenges encountered by healthcare managers and leaders. Instruction is provided not only with text, but with diagrams and other resources specifically designed to demonstrate sequential thinking and the progressive application of solutions. With this book in hand, healthcare leaders will be able to confidently select, train, guide, and assess their staff. They will also be able to negotiate, plan, resolve problems, manage change and crisis, and handle the thousand and one other challenges that come their way on a daily basis.

This concise, reader-friendly, introductory healthcare management text covers a wide variety of healthcare settings, from hospitals to nursing homes and clinics. Filled with examples to engage the reader's imagination, the important issues in healthcare management, such as ethics, cost management, strategic planning and marketing, information technology, and human resources, are all thoroughly covered.

Many of the chapters in this book deals with the principles of management to be applied by the hospital managers and administrators to guide them and make them understand their responsibilities. This book is briefly explains the important and essential aspects of hospital planning, design, organization of outpatient and inpatient departments, management of hospital human resources, maintenance of medical record

section, hospital waste management like collection, segregation, transport and disposal of hospital waste products, management of hospital infection control system, marketing of health service, public relations in hospitals, ethics in medical practice and other various aspects of hospital administration which is useful ready guide for hospital administrators. This book will certainly help many doctors, hospital

administrators, nurses, paramedical staff, hospital management post graduate students and other medical fraternity. Dr. D. L. Ramachandra

Six Key Concepts for Healthcare Leaders