

Hospital Management

B.E. Sem. VIII [BIOM]

(Elective)

EVALUATION SYSTEM

	Time	Marks
Theory Exam	3 Hrs.	100
Practical & Oral	–	–
Oral Exam	2 Hrs.	25
Term Work	–	25

SYLLABUS

1. Process of management

Principles of management, Leadership, Motivation, Time management, H.R. management (Recruitment, Performance appraisal, Reward management, Training and development, Conflict resolution and labor relations), Role of hospital administrator.

2. Hospital Planning

Classification of hospitals based on various factors and associated norms, Guiding principles in planning hospital facilities and services, Planning a hospital, Planning of individual dept, Planning of supportive services, Planning of administrative services, Indices of measuring the efficiency of hospital

3. Hospital Functions and Services

- Clinical Services** : Emergency, IN patient, OUT patient, Intensive care unit, Operation Theatre, Nursing services.
- Supportive services** : Laboratory, Radiology, Pharmacy, Blood Bank, Central Sterile Service Dept, Laundry, Medical social service Dept.
- Auxiliary services** : Registration and indoor case records, Stores, Engineering and Maintenance services, Hospital security, Housekeeping, Laundry and Linen, Dietary (Food services), Waste management, Marketing Department, Medical Record, Disaster Management.
- Ancillary services** : Medical Gas Management, Air conditioning system, Communication in hospitals, lifts, electrical backup

4. Engineering Depts.

Information Technology : Hospital information System & Clinical support system.

Biomedical Dept. : Need and responsibilities, Procurement Installation, Maintenance, Calibration.

Role of Civil Engg. Dept.

Role of Mechanical Engg. Dept.

Role of Electrical Engg. Dept.

5. Hospital Economics

Financial management/ aspects in a hospital: Economics and financial management in hospitals, Basics of hospital budgeting, General principles of accounting.

6. Legal Aspects in a hospital

Health insurance, Quality assurance, medico legal aspects (with reference to Biomedical Engineer), accreditation, Risk management.

References Books :

1. Computers in Medicine (*R. D. Lele*) TMH Pub.
2. Hospital Planning, Designing and Managemnt (*Kunders G D, Gopinath, A katakam*) Private Pub Bangalore
3. ABC of Hospital Management (*Pragna Pai*) National series
4. Hospital Care and Hospital Managemnt AICTE Journal Vol. 1,2,3 (*Dr. Kalanidhi*) AICTE Pub Bangalore

