

Third Year B. B. A.
Elective Paper - 8 HOSPITAL MANAGEMENT
(Effective from June 1999)

1. Historical background of hospital, Hospital as community institution, Types of Hospital in Rural Health services and public Health, Estimating bed requirement of Hospital, Organizational pattern day General Hospitals, Staffing pattern in general hospital, Ethics and code of conduct expected of hospital staff and public relations of hospital. 20%
2. History, Importance, functions flow of work structure planning equipment planning, organization staffing, records and standard evaluation of the following department.
 - Standard Nursing Unit.
 - Special Nursing Unit.OPD. Midwifery and Gynecology Pediatric service, Casualty and emergency. Blood Bank, Pathology (including mortuary), Radiology, Physiotherapy, Operation Theatres, pharmacy and Drugs services, Medical record and admittance office and Hospital Statistics, Laundry and Linen Service, Dietary, Mechanical and Engineering services. 30%
3. Medical and General store includes study of various types of technical equipment and armamentarium , surgical instruments, rubber goods, aseptic furniture, linen, dressings, office furniture and consumable supplies (except drugs and diet which are to be studied separately under headings pharmacy and diet) their procurement account, issue, repairs, preservation and condensation, Ambulance of Hospital, Security and Fire prevention, Hazards in Hospital, Hospital planning and architecture. 20%
4. Laws and Rules relating to hospital in India. :
Legal responsibilities of hospitals, Evaluating the quality of medical care rendered by hospitals, Hospital cross infections. 20%
5. Financial Management with emphasis on cost containment of hospital Review committee and medical audit., Health education, Standing order on Hospital and Hospital manual. 10%