

**Vocational School / Management of Health Facilities**

**2022 - 2023 Academic Year**

**HOSPITAL MANAGEMENT**

**Syllabus**

<b>Course Description</b>					
<b>Name</b>	<b>Code</b>	<b>Semester</b>	<b>T+A Hour</b>	<b>Credit</b>	<b>ECTS</b>
HOSPITAL MANAGEMENT	SKİ2142090	Fall Semester	2+0	2	5
<b>Prerequisites Courses</b>					
<b>Recommended Elective Courses</b>	None				
<b>Language of Instruction</b>	Turkish				
<b>Course Level</b>	Short Cycle (Associate's Degree)				
<b>Course Type</b>	Required				
<b>Course Coordinator</b>	Lect. Salih ONARAN				
<b>Name of Lecturer(s)</b>	Lect. Harun GÜLAY				
<b>Assistant(s)</b>					
<b>Aim</b>	To discuss fundamental concepts about hospital management, evaluate strategies to cope with changes and uncertainties, and to question applications such as management of hospital performance.				
<b>Course Content</b>	This course contains; 1. History of Hospitals, Definition of Hospital, Hospital System,2.Development of Hospitals in Turkey, Ministry of Health Organization Chart,3. Private Hospital Organization Structure, Public Hospital Organization Structure,4. Facility Management in Hospitals,5. Risk Management in Hospitals,6. Management of Information Technologies in Hospitals,7. Diagnosis and Treatment Services Management in Hospitals,8. General Support Services Administration,9. Medical Support Services in Hospitals,10. Hospital Board of Directors,11. Outpatient and Clinical Services Administration in Hospitals,12. Clinical Support Services Management in Hospitals,13. Private hospitals regulations ,14.Case studies.				
<b>Course Learning Outcomes</b>			<b>Teaching Methods</b>	<b>Assessment Methods</b>	
2. Will be able to describe the hospital and distinguish its classification.			1, 10, 2	A	
2.1. Analyze the criteria according to which hospitals are classified			1, 10, 2		
2.2. Know the historical development of hospital organizations and hospital competition in healthcare market			1, 10, 2		
3.Will be able to list the functional units of hospital organization and their functions			1, 10, 2	A	
3.1.Explain the fundamental managerial processes in healthcare organizations, and the importance of managerial processes of human resources, quality management and technology management.			1, 10, 2		
3.2.Analyze the processes of hospital facility management in the hospital,			1, 10, 2		
3.4.Analyze the general support management in the hospital			1, 10, 2		
3.5.Explain the medical services in the hospitals			1, 10, 2		
3.6.Know the importance of institutional relation management in the hospitals,			1, 10, 2		
3.7.Analyze the processes of healthcare spending and billing			1, 10, 2		
3.8.Know the patient rights and responsibilities in the hospitals			1, 10, 2		
1. Will be able to define the concept of hospital, and determinants of hospital management.			1, 10, 2	A	
1.1. Analyze the hospital organization in Turkey.			1, 10, 2		
1.2. Know the state of hospitals within the health system.			1, 10, 2		
3.3. Know the logistics management in the hospital			1, 10, 2		
<b>Teaching Methods</b>	1: Lecture, 10: Brainstorming, 2: Question - Answer				
<b>Assessment Methods</b>	A: Written Exam				
<b>Lecture Schedule</b>					
<b>Sequence</b>	<b>Topics</b>	<b>Preliminary Preparation</b>			
1	1. History of Hospitals, Definition of Hospital, Hospital System	reading lecture note			
2	2.Development of Hospitals in Turkey, Ministry of Health Organization Chart	reading lecture note			
3	3. Private Hospital Organization Structure, Public Hospital Organization Structure	reading lecture note			
4	4. Facility Management in Hospitals	reading lecture note			
5	5. Risk Management in Hospitals	reading lecture note			
6	6. Management of Information Technologies in Hospitals	reading lecture note			
7	7. Diagnosis and Treatment Services Management in Hospitals	reading lecture note			
8	8. General Support Services Administration	reading lecture note			
9	9. Medical Support Services in Hospitals	reading lecture note			
10	10. Hospital Board of Directors	reading lecture note			
11	11. Outpatient and Clinical Services Administration in Hospitals	reading lecture note			
12	12. Clinical Support Services Management in Hospitals	reading lecture note			
13	13. Private hospitals regulations	reading lecture note			
14	14.Case studies	reading lecture note			
<b>Evaluation Methods</b>		<b>Weight(%)</b>			
Midterm Exam		40			
General Exam		60			

<b>Resources</b>
Lecture notes, Powerpoint presentations, relevant web pagesŞahin Kavuncubaşı ve Selami Yıldırım, Hastane ve Sağlık Kurumları Yönetimi Ali Coşkun ve Ahmet Akın, Sağlık İşletmeleri Yönetim Rehberi Sağlık Kurumları Yönetimi I-II, Anadolu Üniversitesi Yayınları Sevgi Kurtulmuş, Sağlık Ekonomisi ve Hastane Yönetimi Ayşegül Yıldırım Kaptanoğlu, Sağlık Yönetimi Haydar Sur ve Tuncay Palteki, Hastane Yönetimi