

**CORE COURSE VII - HOSPITAL FACILITIES PLANNING AND
ADMINISTRATION**

Objectives: The course enables the students to plan in advance to face the various problems related to hospital administration and to take preventive actions accordingly. This also enables the students to acquire knowledge about the concepts for provision of good facilities for patient care to ensure best possible return on investment in health facility through good planning.

Unit-1

Hospital Planning – objectives- guiding principles in planning Hospitals – facilities & services- Preliminary survey & feasibility study.

Unit-2

Selection of Location – functional plans of Hospital construction – the design team(Architect, Engineer & Hospital Administrator) – financial planning – equipment planning- Human resource planning – functional and operational planning.

Unit-3

Furnishing and equipping the Hospital – commissioning the Hospital – organization of the Hospital – organizational structure – planning & designing of Administrative departments.

Unit-4

Planning & designing of Medical services – Out patient & emergency services – clinical laboratories – radiology dept. – Medical records dept. Central Sterilization and Supply Dept. (CSSD) – pharmacy – food service – house keeping – nursing dept. –surgical dept. – labour & development suites.

Unit-5

External interference in planning (Govt. agencies & Local bodies).
Waste Management in Hospitals – Methods – Types of wastes. Maintenance planning – Electrical – Civil – Safety & security – water supply. Application of method study – work measurement study – Time management.

References:-

G.D. Kunders : Hospitals-Planning, Design & Management, Tata Mc. Graw Hill
Convert Richard P &Mc Nulty Elizabeth: Management Engineering for
Hospitals, Chicago.
Dee gum 11 &Arthur: Management by Objectives, Maryland, Aspen 1977.
Desai V A : Hospital Administration Vol 1 Madurai, 1989
Goel S L & Kumar R : Hospital Administration and Management Vol 2, New
Delhi., Deep
Hall T.L &Mejia A : Health Manpower planning-principles, Methods and issues.