

**ELECTIVE I - MATERIALS MANAGEMENT**

**Objective:** The course is indented to provide an in-depth knowledge about the scientific methods of purchasing, storing and dispensing of materials in hospital.

***Unit-1***

Materials Management - concepts - importance in organisation - relation to other administrative functions - organisation of materials management department - role and functions of materials managers.

***Unit-2***

Stores - Concepts of stores - importance in hospital settings - types of stores in a hospital - layout - location - store routine - supply and replacement of stock – stores audit- stock verification - control of pilferage.

***Unit-3***

Inventory control - definition - scope - advantages - ABC - VED analysis - EOC lead time - safety stock - just in time - inventory models - scientific techniques - deterministic model - probabilistic model.

***Unit-4***

Purchase - right quantity - right price - right time - right source – price (requirement planning) forecasting methods.  
Methods of purchasing - ABC - VED - analysis in purchase control – vendor selecton - purchase of capital equipments.

***Unit-5***

Information system development for Materials Management - - standardization on materials - bar codes - trends in material control – role of computers in materials management.

**References:**

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Lal A.B.: Inventory Models and the problems of price fluctuations, Sree publishing Book House.  
Peek ham H.H.: Effective Materials Management., Tara pore vala D.B. & Co., Bombay.