

(0380111) Health Care Organization Management*Course Description*

Within the context of healthcare, this course will provide students with a fundamental understanding of the principles of management and managerial functions as a framework for organizing knowledge and techniques in the healthcare field. This will be done by relating each of the functions of management (planning, organizing, staffing, directing, and controlling) to healthcare organization operations. Practical examples, applications, issues, and exercises requiring critical thinking and effective written and verbal presentations will be emphasized.

*Credit Hours: 3 hours**Pre-requisites: None***(0380129) Demography & Biostatistics***Course Description*

This course introduces the basic techniques of demographic analysis and biostatistics. Students will become familiar with the standard techniques of data collection and analysis, the content of vital statistics and mass data of the health fields, the appropriate sources of data, perform basic demographic analyses, using various techniques and ensure their comparability across populations. The student will also be able to produce population projections and interpret the information gathered by the different demographic methods.

*Credit Hours: 3 hours**Pre-requisites: None*

(0380230) Financial Management of Health Care Institutions*Course Description*

The purpose of this course is to familiarize the students with the application of the concepts of financial management within health care organizations, to include financial planning principles, financial analysis and risk analysis, reimbursement procedures, governmental regulation and legal restraints. The course includes topics related to health care national accounts and hospital budget.

Credit Hours: 3 hours

Pre-requisites: 0320211

(0380245) Pharmaceutical Management*Course Description*

The objective of this course is to familiarize students with the basic principles, terms, and functions of management that must be undertaken in every pharmacy practice setting. Topics include evaluating the financial performance of a pharmacy, acquisition of medications, strategic planning and marketing management, material management, distribution and control of narcotics, and management of medication error.

Credit Hours: 3 hours

Pre-requisites None

(0380246) Supply Management and Inventory*Course Description*

In this course we will study the basic concepts and ideas to health materials management (purchasing and storing), stages of the purchasing operation, planning, implementation, evaluation, sources of purchasing, and the types of suppliers. It also handles the appropriate purchasing operations in terms of their suitable quantity, price, quality, suppliers, and supplying time, in

addition to the storing operations and stages, planning, storing procedures, methods of control over the stock.

Credit Hours: 3 hours

Pre-requisites: None

(0380315) Health Law and Ethics

Course Description

This course explores the legal and ethical issues that are fundamental to the practice of healthcare and the conduct of health-related research. A historical overview of events and milestones that have shaped the contemporary regulatory landscape is provided. Specific topics include privacy and confidentiality, informed consent, and licensing and malpractice, among others. The course also considers ethical decision-making models for ensuring quality, safety, and appropriateness of healthcare and services. The course also explores the main health laws in Jordan and their applications in health care organizations.

Credit Hours: 3 hours

Pre-requisites: None

(0380325) Information Management and Medical Records

Course Description

This course discusses the application and use of information technology to support clinical and managerial decision-making in healthcare, and the medical record as a link within the health care providers, and its relation with other hospital subsystems. It emphasizes the importance of medical records in the management and patient care process, the importance of medical records as legal documents, storage development and content of medical records. Also the course designed to introduce the student to concepts of medical coding utilizing classification systems such as the International Classification of Diseases (ICD).

Credit Hours: 3 hours

Pre-requisites: None

(0380332) Economics of Health

Course Description

This course examines the principles and application of economic analysis in delivery of healthcare services. It covers the discussion of basic health economic concepts such as demand and supply model, theoretical model of competition, opportunity costs, production of health, cost benefit and cost effectiveness analysis and behavior of health care markets and organizations. In addition, the course also includes the discussion of the role of government in health and medical care market, principles of scarce resources, distribution of health care services, and health insurance.

Credit Hours: 3 hours

Pre-requisites: 0320150

(0380343) Accreditation & Quality Management in Health Care

Course Description

The purpose of this course is to familiarize the student with the concept of accreditation and quality across the health care organizations. The student is introduced to the rationale for performance management and the role of the governing body of the health care organization in ensuring compliance with the standards of regulatory and accreditation organizations. Various health care customers and market voice are identified. Methods for assuring quality in process and outcome management are described, as well as the significance and statistical application of measuring outcomes.

Credit Hours: 3 hours

Pre-requisites: None

