

## **IV Semester**

- 1. Hospital Waste Management**
- 2. Counseling Skills**
- 3. Public Health system & Health Care Insurance**
- 4. Safety & Risk Management**
- 5. Community Health care Management**

# 1. Hospital Waste Management

## **UNIT-1:**

Hospital Hazards: Meaning – Types – Physical–Biological Mechanical – Psychological – Its Impact on Employees – Preventive measures.

## **UNIT-2:**

Hospital Hazards Management: Meaning – Need – Principles – Purpose.

## **UNIT-3:**

Control of Hospital Acquired Infection: Types of Infection – Common Nosocomial Infection and their Causative Agents – Prevention of Hospital Acquired Infection – Role of Central Sterile Supply Department – Infection Control Committee – Monitoring and Control of Cross-Infection – Staff Health.

## **UNIT-4:**

Biomedical Waste Management: Meaning – Categories of Biomedical wastes – Disposal of biomedical waste products – Incineration and its importance – Standards for Waste Autoclaving, Micro Waving and Deep Burial – Segregation – Packaging – Transportation – Storage.

## **UNIT-5:**

Human Waste Disposal and Sewage Disposal: Diseases carried from excreta – Sanitation barrier – Methods of Excreta disposal – Sewage wastes: Meaning – Composition – Aims of Sewage disposal – Decomposition of Organic Matter – Modern Sewage Treatment – Drawbacks of improper disposal of wastes – Solid and liquid.

## **Reference Books:**

1. Sharma – Holistic approach to Hospital Waste Management published by Dept. of Hospital Administration – AIIMS, New Delhi, 2006.

## **2. Counseling Skills**

### **Unit-I**

Introduction – Growth of Counselling Services – Approaches – Process – Counsellors Attitude – Skill of Counselling

### **Unit-II**

Assessing Clients Problems – Selecting Counselling Strategies & Interventions.

### **Unit-III**

Changing Behavior through Counselling.

### **Unit-IV**

Special Problems in Counselling

### **Unit-V**

Application of Counselling to Hospital Situations with a Focus on Performance Improvement.

### **Reference Books:**

1. **McGrath.E.H., S.J., *Basic Managerial Skills for All***, Prentice-Hall of India Private Limited, New Delhi, 2004.

### **3. Public Health system & Health Care Insurance**

#### UNIT – I ISSUES, THORIES AND CONCEPTS IN POLICY FORMULATION

Welfare economics and investments in human capital – Health Economics – Demand of Health and Health services - Demand elasticity and health – Health – production, health and health care – economic evaluation of health care – economics of markets and market intervention – role and responsibility of Government in the Health Sector – Evident Based Policy.

#### UNIT – II FINANCING, RESOURCE ALLOCATION AND HEALTH SECTOR REFORM

Mobilizing finance & model of financing – Public Expenditure in Health Mobilization of Private Resources – Selection of a suitable option – role of International Agencies – health sector reform – Health systems around the world – Reliance on the state – voluntary insurance based system – social insurance system – parallel systems – trends in the health sector reform – country experience with health sector reform – Analytical Approach to health sector reform.

#### UNIT – III PLAN IMPLEMENTATUION AND CONTROL

National Health Programme – Tools improving planning process – Regulation – Health service : research – Measurement of Health / medical need and services Utilization – Resource Allocation : cost benefit analysis – Eco based budgeting – System analysis and operation research in Health Care Programme – Control mechanism.

#### UNIT – IV RISK INSURANCE AND MANAGEMENT

Introduction to risk and Insurance – risk Identification and risk Evaluation – risk Management Techniques – risk management and Insurance Industry – Principle of Insurance and Insurance contracts – The Structure of Insurance Industry and Player – Selection and Implementation of risk management Techniques– Insurance Laws – Regulation of Insurance and IRDA – Legal Framework and Documentation.

#### UNIT – V GROUP AND HEALTH INSURANCE

Principles of Health Insurance – health Insurance products – Group Insurance Products– Product design, Development and Evaluation – Risk Assessment, Underwriting and Premium Setting. Claims Management – Claims Management Third Party Administration – social Security – Principles of Ratemaking – Data Required for Ratemaking – Premium, Loss and Expense Reserves – Insurance Models Application of Models – current Developments.

## **4. Safety & Risk Management**

### **UNIT – I HOSPITAL ACQUIRED INFECTION**

Objective – Introduction - Control and Prevention – House Keeping – Dietary Services – Linen and Laundry – Sterile supply Department (CSSD) – Security – engineering Aspects – Nursing Care – Hospital Infection information collected – Mode of Transmission – Interruption of Transmission – High risk Procedures – training and Education – Universal precautions for Health Care Workers.

### **UNIT – II DISASTER MANAGEMENT**

Objective – Basic Concepts – General – disaster Classification – disaster Process – Spectrum of disaster Management – Special characteristics – disaster Management in India – National level state Level – Principles of disaster Planning – disaster and health Problems – Organization for Medical Relief – Principles of Mass – Casualty Management – Objectives of Hospital disaster plan – need for Hospital Disaster Plan – Objective and Purpose – Disaster Administration – Disaster Manual – Disaster Drill.

### **UNIT – III FIRE HAZARDS**

Elements of fire – fire Hazard Triangle – Causes of Hospital Fires – fire Protection – Structure Planning and Design Consideration – Building harness communication zone – Building Services – Central Air - conditioning Facilities – Electric Installation – special Hazards – fixed Installation – Hazards Associated with furnishing Material curtains Upholstery, Dresses, Bed and Bedding Materials – Water supply - fire points and Escape routes – Fuel Store – Manual Call Points Means of Escape – risk Evaluation.

### **UNIT – IV RADIATION HAZARDS**

Introduction – Biological Effects of Radiation Hazards – diagnostic Imaging – Radiator Protection and Safety – Radiation safety Monitoring – Principles in the layout of a diagnostic X –ray room – Video Imaging Modalities – contrast Media – Laser Imaging – Magnetic Resonance Imaging – Planning constrains – Preventive Measures Against Magnetic field Hazards – Nuclear Medicine Department – Radiation Protection Facility – Radioactive Waste.

### **UNIT –V SECURITY ORGANISATION AND MANAGEMENT**

Security Threats and Vulnerabilities of Hospital – threats and Vulnerabilities of Hospitals – threat Groups – Security Sensitive Areas – function of Hospitals – Strategic Security system – Role of Hospital Security – function of Hospital Security Department – Non – traditional “Service” Function – Security organization and Physical Security Measures – Security Organization – the Staff Complement – Physical Security Measures – Perimeter Protection system – Implementing Physical Controls – Access Control Concepts - Definition Means and Components – Integration of Security Technology – Need for security Technology – Security Technology Plan – computer and Information Security- SECURITY AND LAW– some Basic provisions of the Indian Penal Cole (IPC) – concerning Security

## 5. Community Health care Management

### **Unit 1: Concepts of Health & Disease**

Definition of health; Concepts of health; Determinants & dimensions of health; Levels of health care; Concepts of disease causation; Levels of prevention of disease; Social medicine, social control of medicine; Community Diagnosis; Quality of life; Right to health; Indicators of health; Health services philosophies; Health services research

### **Unit 2: Health Behavior, Personal and Community health**

Sociological approaches to health; health attitudes and behavior; behavior change theories and application to health care programs; Steps that can be taken by individuals and groups to reduce risk of health problems; **Community health:** current issues in community health, Etiology and treatment options for common chronic and communicable diseases, Primary, secondary, and tertiary measures to prevent and treat conditions most prevalent at the community level.

### **Unit 3: Health promotion in the workplace, Substance use and abuse, Disease and injury prevention.**

A healthy and safe workplace; occurrence and prevention of injuries; occupational stress; occupational safety and health; women's health; AIDS, violence, drugs, etc; physical, mental, social and illegal implications of alcohol, tobacco, and illegal drugs; the nature and proper use of prescription drugs and nonprescription medications

### **Unit 4: Communication, Programme planning and evaluation in health education and promotion**

Community needs assessment; Planning for health education and promotion programs in a variety of settings; Issues relating to implementation of programs; Monitoring and Evaluation. Principles of Health Education; Health informatics

### **Unit 5: Chronic disease management & Consumer health.**

Prevention and control of chronic lifestyle diseases; common barriers to healthy lifestyles; evaluation of health services and products; medical quackery; efficiently using health services; consumer protection; alternative and complementary therapies (AYUSH); food selection; influences of advertising on consumer choices.

#### **Suggested readings**

1. B.Sridhar Rao, Textbook of Social Medicine, 2<sup>nd</sup> Edition, 2010, AITBS Publishers, India
2. Ajit K. Dalal, Social Dimensions of Health, Rawat Publishers, 2005, New Delhi, India
3. Seth B. Goldsmith, Principles of Health Care Management, Jones & Bartlett Publishers, 2005, UK
4. Park K. Park's Textbook of Preventive and Social Medicine, 22<sup>nd</sup> Edition, Banarsidas Bhanot Publishers, Jabalpur, India 2012.