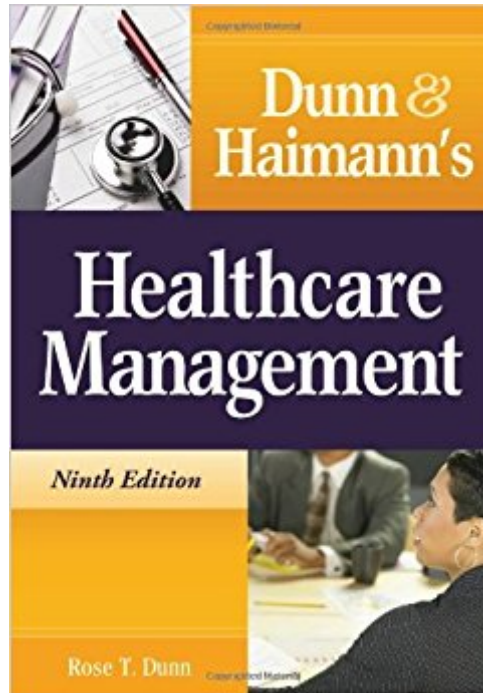


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# Dunn And Haimann's Healthcare Management



## Synopsis

Managing in a healthcare organization requires fine-tuned skills. Charged with "getting things done," managers are at the center of all the changes affecting healthcare delivery. Dunn and Haimann's *Healthcare Management* will help readers gain the skills they need to motivate their teams to meet increasing demands. The book uses the functions of management - planning, organizing, staffing, influencing, and controlling - as the primary framework for explaining the supervisor role. The details of each function are explained and illustrated with examples of common situations. The concept of authority is also weaved throughout the book. This new edition includes: Additional material on ethics and ethical decision making Additional contemporary management theory including the Parity Principle and Role Theory Expanded coverage of hiring and managing a diverse workforce Updated information about labor regulations, unions, and grievances The supervisor's role in regard to medical identity theft and e-discovery New tools and templates, including a sample telecommuting agreement Updated charts and figures and additional reading suggestions

## Book Information

Textbook Binding: 613 pages

Publisher: Health Administration Press; Ninth edition (July 1, 2010)

Language: English

ISBN-10: 1567933580

ISBN-13: 978-1567933581

Product Dimensions: 1.8 x 7.2 x 10 inches

Shipping Weight: 3.7 pounds (View shipping rates and policies)

Average Customer Review: 4.4 out of 5 stars 24 customer reviews

Best Sellers Rank: #42,023 in Books (See Top 100 in Books) #29 in Books > Textbooks > Medicine & Health Sciences > Administration & Policy > Hospital Administration & Care #38 in Books > Medical Books > Administration & Medicine Economics > Hospital Administration #102 in Books > Textbooks > Medicine & Health Sciences > Administration & Policy > Health Care Delivery

## Customer Reviews

Rose T. Dunn, CPA, FACHE, FHFMA is chief operating officer of First Class Solutions, Inc., a healthcare consulting firm based in St. Louis, Missouri. During her 30-year career in healthcare management, Ms. Dunn has written more than 200 articles on a variety of healthcare topics and has authored several books. She has served as a faculty member at the University of Minnesota's

Healthcare Administration Program, at St. Louis University's School of Business, and at Stephens College's Health Information Management Program.

Great product. Quality is solid.

The book itself meets the needs that that I have for my class assignments. In regards to the condition of the book itself. The binding is a bit cracked and a couple places where the cover is lifted. There is highlighter and writing on many of the pages, which I find very distracting. There is also scribbling on the entire inside of the back cover.

Book arrived in mint condition! Also got to me just before my assignment was due. Very informative book. Will keep long after graduating.

The material is dry but simple to read. There are no great insights. Don't get it unless your professor requires it. However, if you can borrow one, do it.

This text was in excellent condition. Very pleased

Good book on Healthcare Management. I used this book in several of my masters classes. I would recommend. Megan Tengerstrom

book arrived in great condition!!! excellent value!!

This book was easy to read, lots of great reference material. You will want to keep this book and use it to reference other chapters in your life.

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