

Effective Healthcare Supervisor 7th Edition

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Leading and Managing in Nursing - Revised Reprint John Wiley & Sons

The thoroughly revised and updated fourth edition of Foodservice Manual for Health Care Institutions offers a review of the management and operation of health care foodservice departments. This edition of the book—which has become the standard in the field of institutional and health care foodservice—contains the most current data on the successful management of daily operations and includes information on a wide range of topics such as leadership, quality control, human resource management, product selection and purchasing, environmental issues, and financial management. This new edition also contains information on the practical operation of the foodservice department that has been greatly expanded and updated to help institutions better meet the needs of the customer and comply with the regulatory agencies' standards. TOPICS COVERED INCLUDE: Leadership and Management Skills Marketing and Revenue-Generating Services Quality Management and Improvement Planning and Decision Making Organization and Time Management Team Building Effective Communication Human Resource Management Management Information Systems Financial Management Environmental Issues and Sustainability Microbial, Chemical, and Physical Hazards HACCP, Food Regulations, Environmental Sanitation, and Pest Control Safety, Security, and Emergency Preparedness Menu Planning Product Selection Purchasing Receiving, Storage, and Inventory Control Food Production Food Distribution and Service Facility Design Equipment Selection and Maintenance Learning objectives, summary, key terms, and discussion questions included in each chapter help reinforce important topics and concepts. Forms, charts, checklists, formulas, policies, techniques, and references provide invaluable resources for operating in the ever-changing and challenging environment of the food-service industry. Companion Web site:

www.josseybass.com/go/puckett4e Additional resources: www.josseybasspublichealth.com

Successful Change Management in Health Care Elsevier Health Sciences

The Seventh Edition of this best-selling text continues to offer proven, hands-on, practical applications of both classic and current management principles in the healthcare setting. Packed with strategies, techniques, and tools to build or reinforce your management skills and meet the never-ending challenges that one may face daily as a healthcare supervisor, students and professionals alike will benefit from this classic guidebook that is now more reader-friendly and accessible. NEW to the SECOND EDITION: 4-5 additional review questions for each chapter Expanded material and new exhibits on delegation New discussion on the effects of organizational shuffling on employee motivation Expanded material on the legal implications of performance appraisal New section on Six Sigma New coverage of several more laws that affect employees and employment Updated material on HIPAA implementation Updated material on unions and union organizing in health care. “ I have seen numerous texts and this is the best. Students at the grad level and in the field really benefit from it. Thanks for a quality publication. ” —John A. Romas, MPH, PhD, Health Science, Department, Minnesota State University

Effective Police Supervision Study Guide Cengage Learning

Delivering Health Care in America, Sixth Edition is the most current and comprehensive overview of the basic structures and operations of the U.S. health system—from its historical origins and resources, to its individual services, cost, and quality. Using a unique “ systems ” approach, the text brings together an extraordinary breadth of information into a highly accessible, easy-to-read resource that clarifies the complexities of health care organization and finance while presenting a solid overview of how the various components fit together. While the book maintains its basic structure and layout, the Sixth Edition is nonetheless the most substantive revision ever of this unique text. Because of its far-reaching scope, different aspects of the Affordable Care Act (ACA) are woven throughout all 14 chapters. The reader will find a gradual unfolding of this complex and cumbersome law so it can be slowly digested. Additionally, as U.S. health care can no longer remain isolated from globalization, the authors have added new global perspectives, which the readers will encounter in several chapters. Key Features: - Comprehensive coverage of the ACA and its impact on each aspect of the U.S. health care system woven throughout the book - New “ ACA Takeaway ” section in each chapter as well as a new Topical Reference Guide to the ACA at the front of the book - Updated tables and figures, current research findings, data from the 2010 census, updates on Healthy People 2020, and more - Detailed coverage of the U.S. health care system in straightforward, reader-friendly language that is appropriate for graduate and undergraduate courses alike

Essentials of Nursing Leadership and Management Jones & Bartlett Learning

This new edition focuses on preparing your students to assume the

role as a significant member of the health-care team and manager of care, and is designed to help your students transition to professional nursing practice. Developed as a user-friendly text, the content and style makes it a great tool for your students in or out of the classroom. (Midwest).

Healthcare Human Resource Management Jones & Bartlett Publishers

Comprehensive and easy to read, this authoritative resource features the most up-to-date, research-based blend of practice and theory related to the issues that impact nursing management and leadership today. Key topics include the nursing professional's role in law and ethics, staffing and scheduling, delegation, cultural considerations, care management, human resources, outcomes management, safe work environments, preventing employee injury, and time and stress management. Research Notes in each chapter summarize relevant nursing leadership and management studies and show how research findings can be applied in practice. Leadership and Management Behavior boxes in each chapter highlight the performance and conduct expected of nurse leaders, managers, and executives. Leading and Managing Defined boxes in each chapter list key terminology related to leadership and management, and their definitions. Case Studies at the end of each chapter present real-world leadership and management situations and illustrate how key chapter concepts can be applied to actual practice. Critical Thinking Questions at the end of each chapter present clinical situations followed by critical thinking questions that allow you to reflect on chapter content, critically analyze the information, and apply it to the situation. A new Patient Acuity chapter uses evidence-based tools to discuss how patient acuity measurement can be done in ways that are specific to nursing. A reader-friendly format breaks key content into easy-to-scan bulleted lists. Chapters are divided according to the AONE competencies for nurse leaders, managers, and executives. Practical Tips boxes highlight useful strategies for applying leadership and management skills to practice.

John Wiley & Sons

Intended to illustrate highlights and emphasize key points and strategies regarding subjects in the parent text. Uses dramatizations to demonstrate techniques for communicating with peers, co-workers, and colleagues and in resolving conflicts in the workplace.

The Law of Healthcare Administration, Ninth Edition Jones & Bartlett Publishers

Develop your management and nursing leadership skills! Leadership & Nursing Care Management, 7th Edition focuses on best practices to help you learn to effectively manage interdisciplinary teams, client needs, and systems of care. A research-based approach includes realistic cases studies showing how to apply management principles to nursing practice. Arranged by American Organization for Nursing Leadership (AONL) competencies, the text addresses topics such as staffing and scheduling, budgeting, team building, legal and ethical issues, and measurement of outcomes. Written by noted nursing educators Diane L. Huber and Maria Lindell Joseph, this edition includes new Next Generation NCLEX® content to prepare you for success on the NGN certification exam. UNIQUE! Organization of chapters by AONL competencies addresses leadership and care management topics by the five competencies

integral to nurse executive roles. Evidence-based approach keeps you on the cutting edge of the nursing profession with respect to best practices. Critical thinking exercises at the end of each chapter challenge you to reflect on chapter content, critically analyze the information, and apply it to a situation. Case studies at the end of each chapter present real-world leadership and management vignettes and illustrate how concepts can be applied to specific situations. Research Notes in each chapter summarize current research studies relating to nursing leadership and management. Full-color photos and figures depict concepts and enhance learning. NEW! Updates are included for information relating to the competencies of leadership, professionalism, communication and relationship building, knowledge of the healthcare environment, and business skills. NEW! Five NGN-specific case studies are included in this edition to align with clinical judgment content, preparing you for the Next Generation NCLEX® (NGN) examination. NEW contributors — leading experts in the field — update the book's content.

Health Promotion and Aging Elsevier Health Sciences

Get an in-depth look at pediatric primary care through the eyes of a Nurse Practitioner! Pediatric Primary Care, 6th Edition guides readers through the process of assessing, managing, and preventing health problems in infants, children, and adolescents. Key topics include developmental theory, issues of daily living, the health status of children today, and diversity and cultural considerations. This sixth edition also features a wealth of new content and updates — such as a new chapter on pediatric pharmacology, full-color design and illustrations, new QSEN integration, updated coverage of the impact of the Affordable Care Act, a refocused chapter on practice management, and more — to keep readers up to date on the latest issues affecting practice today. Comprehensive content provides a complete foundation in the primary care of children from the unique perspective of the Nurse Practitioner and covers the full spectrum of health conditions seen in the primary care of children, emphasizing both prevention and management. In-depth guidance on assessing and managing pediatric health problems covers patients from infancy through adolescence. Four-part organization includes 1) an introductory unit on the foundations of global pediatric health, child and family health assessment, and cultural perspectives for pediatric primary care; 2) a unit on managing child development; 3) a unit on health promotion and management; and 4) a unit on disease management. Content devoted to issues of daily living covers issues that are a part of every child's growth — such as nutrition and toilet training — that could lead to health problems unless appropriate education and guidance are given. Algorithms are used throughout the book to provide a concise overview of the evaluation and management of common disorders. Resources for providers and families are also included throughout the text for further information. Expert editor team well is well-versed in the scope of practice and knowledge base of Pediatric Nurse Practitioners (PNPs) and Family Nurse Practitioners (FNPs).

Health Promotion and Aging Addison-Wesley Publishing Company Medical/Nursing Division
ENABLES K-12 EDUCATORS TO CREATE SUCCESSFUL LEARNING COMMUNITIES —
THE FULLY UPDATED NEW EDITION Effective classroom management plans are essential for creating environments that foster appropriate social interactions and engaged learning for students in K-12 settings. New and early-career teachers often face difficulties addressing student discipline, upholding classroom rules and procedures, and establishing positive teacher-student relationships. The seventh edition of Classroom Management is the

leading resource for helping educators prevent student misbehavior, respond to challenging situations, and involve their students in building positive classroom communities. This popular textbook covers every vital aspect of classroom management, from planning for the school year and conducting instruction, to managing diverse classrooms and collaborating with colleagues and families. Fully revised to reflect recent changes in K-12 education and address the needs of today's educators, this edition features new and updated methods for fostering positive student behavior, insights on the root causes of misbehavior, strategies for helping students set high expectations, and much more. Written by a respected expert in teaching methods, classroom management, and instructional leadership, this valuable teacher's reference: Covers contemporary topics, methods, and discipline models in classroom management Reflects current InTASC Model Core Teaching Standards and Praxis assessments Features descriptions of classroom management methods used by elementary, middle, and high school teachers in various regions and communities Provides new and unique stories and case studies of real-world classroom situations Offers end-of-chapter summaries and questions, supplemental activities, further reading suggestions, and complete references Includes new tables, charts, and figures that make information more accessible to different types of learners Classroom Management: Creating a Successful K-12 Learning Community, Seventh Edition is an ideal text for college professors, teachers in training, and K-12 educators, as well as school administrators and general readers involved in education. Introduction to Health Services Management Springer Publishing Company

Future healthcare leaders: Do you have an obligation to serve the common good? If your answer to this ethical question is yes, then you need a working knowledge of health policy. An understanding of how policy decisions are made gives healthcare leaders a knowledge base from which they can turn what once appeared to be limitations or obstacles into opportunities to facilitate better access to care, improve the quality of care, and more effectively manage costs. Leaders who have a firm grasp on the policymaking process can advocate for their patients, their organizations, and their communities. This revamped version of the classic textbook originally authored by Beaufort B. Longest, Jr., links policy concepts to practical applications and real healthcare outcomes. It covers formulation, implementation, and modification of health policymaking at both the federal and state levels, while giving readers insight into real-life political results and details of on-the-ground policy decisions. Highlights include: - A new chapter on federalism and the role of the states - Policy Snapshots at the beginning of each of the book's sections that offer brief, true stories of a significant policy event or an opportunity for students to envision their future selves as health advocates - A thoroughly revised and updated chapter on how the courts shape health policy - A rich array of new or updated examples drawn from actual policymaking events, in addition to new graphics and sidebars - Updated appendixes reorganized to provide easy access to examples germane to the topic at hand - An epilogue highlighting federal and state policy challenges posed by the coronavirus pandemic of 2020 Let author Michael R. Meacham guide you through health policy as a process. With a background in policy, law, healthcare leadership, and academia, he enables students to understand both the big picture and the small, but important, details.

Effective Leadership and Management in Nursing John Wiley & Sons
Print+CourseSmart

The Effective Health Care Supervisor Jones & Bartlett Learning
Ideal for all students studying first-level health services management, this invaluable all-in-one resource describes the environmental factors that affect health services, policy, and planning; the organization of services at the macro and micro level; and other issues such as staff absenteeism and management. Effective Project Management Jones & Bartlett Learning
Completely updated to address the challenges faced by modern health care organizations, the sixth edition of SHORTELL AND KALUZNY'S HEALTH CARE MANAGEMENT: ORGANIZATION DESIGN AND BEHAVIOR offers a more global perspective on how the United States and other countries address issues of health and health care. Written by internationally recognized and respected experts in the field, the new edition continues to bring a systemic understanding of organizational principles, practices, and insight to the management of health services organizations. Based on state-of-the-art organizational theory and research, the text emphasizes application and challenges you to provide a solution or a philosophical position. Coverage includes topics ranging from pay for performance and information technology to ethics and medical tourism and expands upon a major theme of the fifth edition: health care leaders must effectively design and manage health care organizations while simultaneously influencing and adapting to changes in environmental context. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version. A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Seventh Edition and The Standard for Project Management (RUSSIAN) Routledge
Clinical Procedures in Emergency Medicine, by James R. Roberts, MD & Jerris R. Hedges, MD, MS, is far and away the most well-known and trusted procedures manual in emergency medicine. Completely updated with the latest equipment, devices, drug therapies, and techniques, this 5th edition enables you to make optimal use of today's best options. And a new full-color format makes the book easier to consult than ever before. You'll see exactly how and when to perform every type of emergency procedure, so you can choose and implement the best possible approach for every patient! Provides over 1,700 detailed illustrations, 1,350 in full color, allowing you to visualize procedures clearly so you can perform them correctly. Explains not only how to perform each procedure but also why, when, and what other procedures you should consider. Covers the latest equipment, devices, drug therapies, and techniques, including new devices for cricothyrotomy, monitoring CPR effectiveness, intraosseous infusion, autotransfusion and transfusion therapy, and wound closure. Incorporates coverage of ultrasound-guided procedures throughout the book to assist you in the use of these increasingly pervasive new techniques. Presents a new chapter on Chemical and Physical Restraints to facilitate management of violent or aggressive patients. Features a brand new full-color design together with all-new algorithms, illustrations, and tables for expedited reference and streamlined clinical decision making. Reflects the most recent clinical evidence and guidelines for dependable decision-making guidance. Offers updated coverage of tracheal intubation and infectious exposure management, so you can make split-second decisions on these difficult procedures.

Traditional, Agile, Extreme Jones & Bartlett Learning

Experts estimate that as many as 98,000 people die in any given year from medical errors that occur in hospitals. That's more than die from motor vehicle accidents, breast cancer, or AIDS--three causes that receive far more public attention. Indeed, more people die annually from medication errors than from workplace injuries. Add the financial cost to the human tragedy, and medical error easily rises to the top ranks of urgent, widespread public problems. To Err Is Human breaks the silence that has surrounded medical errors and their consequence--but not by pointing fingers at caring health care professionals who make honest mistakes. After all, to err is human. Instead, this book sets forth a national agenda--with state and local implications--for reducing medical errors and improving patient safety through the design of a safer health system. This volume reveals the often startling statistics of medical error and the disparity between the incidence of error and public perception of it, given many patients' expectations that the medical profession always performs perfectly. A careful examination is made of how the surrounding forces of legislation, regulation, and market activity influence the quality of care provided by health care organizations and then looks at their handling of medical mistakes. Using a detailed case study, the book reviews the current understanding of why these mistakes happen. A key theme is that legitimate liability concerns discourage reporting of errors--which begs the question, "How can we learn from our mistakes?" Balancing regulatory versus market-based initiatives and public versus private efforts, the Institute of Medicine presents wide-ranging recommendations for improving patient safety, in the areas of leadership, improved data collection and analysis, and development of effective systems at the level of direct patient care. To Err Is Human asserts that the problem is not bad people in health care--it is that good people are working in bad systems that need to be made safer. Comprehensive and straightforward, this book offers a clear prescription for raising the level of patient safety in American health care. It also explains how patients themselves can influence the quality of care that they receive once they check into the hospital. This book will be vitally important to federal, state, and local health policy makers and regulators, health professional licensing officials, hospital administrators, medical educators and students, health caregivers, health journalists, patient advocates--as well as patients themselves. First in a series of publications from the Quality of Health Care in America, a project initiated by the Institute of Medicine

Effective Management of Long-Term Care Facilities National Academies Press

PMBOK® Guide is the go-to resource for project management practitioners. The project management profession has significantly evolved due to emerging technology, new approaches and rapid market changes. Reflecting this evolution, The Standard for Project Management enumerates 12 principles of project management and the PMBOK® Guide & – Seventh Edition is structured around eight project performance domains. This edition is designed to address practitioners' current and future needs and to help them be more proactive, innovative and nimble in enabling desired project outcomes. This edition of the PMBOK® Guide:

- Reflects the full range of development approaches (predictive, adaptive, hybrid, etc.);
- Provides an entire section devoted to tailoring the development approach and processes;
- Includes an expanded list of models, methods, and artifacts;
- Focuses on not just delivering project outputs but also enabling outcomes; and
- Integrates with PMI Standards+™ for information and standards application content based on project type, development approach, and industry sector.

Clinical Procedures in Emergency Medicine Jones & Bartlett Publishers

Today's healthcare supervisors are continually faced with smaller budgets, fewer workers, and greater responsibilities. The seventh edition of Umiker's Management Skills for the New Health Care Supervisor continues to provide valuable information for future healthcare managers and supervisors who must address these challenges daily. Written primarily for those who have little to no management training, Umiker's offers practical suggestions for improving effectiveness, both as a supervisor and as an organization. Ideal for students in undergraduate, community, and career college programs, author Charles R. McConnell maintains Dr. William Umiker's clear, jargon-free writing style. Leadership and Nursing Care Management - E-Book Jones & Bartlett Publishers

Healthcare management is changing. Do you know which direction it's headed? HEALTHCARE HUMAN RESOURCE MANAGEMENT, 3E is written to be relevant to you, whether you're a student or currently working in healthcare. This text is current, topical, and informative. No matter your status, this is the human resources and healthcare textbook you need to stay ahead of the curve. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The Strategic Management of Healthcare Organizations Project Management Institute

This text covers everything students need to know about working successfully in a project environment, including how to organize and manage effective project teams. Communication is also emphasized, with a focus on how to document and communicate project developments within and outside of the team. In-depth coverage of planning, scheduling, and cost estimating is also provided.

Classroom Management Cengage Learning

Rev. ed. of: The effective corrections manager: correctional supervision for the future / Richard L. Phillips, Charles R. McConnell. 2nd ed. c2005.