

# **MBA (Hospital Administration) Programme**

(Programme Code No: 262)

## **1. INTRODUCTION**

This Programme is aimed at preparing professionals to meet the challenges of the changing Healthcare services industry in India. The Programme is designed to provide a unique, market relevant combination of strong functional skills and the ability to apply, adapt and integrate those skills in the healthcare sector. The main focus of this Programme is to promote professional management practices that are essential for effective and sustainable healthcare administration that would guarantee financial sustainability, optimum utilization of limited resources, conducive employee relations, rapid advancement in medical technology, elimination of unhealthy competition, awareness creation and a strategic approach towards healthcare services industry. Students would develop knowledge in areas such as organizational strategy and change, process improvement, inter-disciplinary team management, integrated hospital information systems and health insurance.

## **2. PROGRAMME OBJECTIVES**

- To bring prosperity to the human community and enhance the quality of healthy life by providing qualified management professionals with full and comprehensive training experience in healthcare management.
- To provide Professional Management and informatics education in a convenient and timely manner for continuous professional development.
- To develop and apply various employee friendly systems for effective functioning of various administrative activities and support services of a hospital.
- To promote patient centered care with uninterrupted services.
- To develop comprehensive core and meta competencies to reach high level of success in the healthcare industry.

## **3. PROGRAMME REGULATIONS**

### **ENTRY REQUIREMENTS**

1. Degree in Medicine, Nursing, Pharmacy, Allied Health Sciences, Physiotherapy, Occupational Therapy Management, Hospital and Health Administration or Computer Sciences.  
(OR)
2. Degree in Arts and Sciences with Additional qualifications (e.g. health and / or computer background and / or hospital experience.)  
(OR)
3. Post Graduate Diplomas in Health / Hospital Administration from recognised institutions

DURATION	
Minimum	Maximum
2 years	8 Years

<b>Medium of Instruction</b>	English
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<b>Fee</b>	Rs.25,000/- per semester
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SCHEME OF EVALUATION	
Continuous Assessment	25 Marks
Term End Examinations	75 Marks
Total	100 Marks
<b>The Passing Minimum:</b>	
A minimum of 45% in external and 50% in overall (internal & external)	

#### **4. ADMISSION PERIOD**

The admission period for Academic Year commences from 1<sup>st</sup> July and extends upto 30<sup>th</sup> September. Likewise for Calendar Year, it commences from 1<sup>st</sup> January and extends upto 31<sup>st</sup> March.

#### **5. ADMISSION PROCEDURE**

1. Prospectus and Application for admission can be obtained from the University Head Quarters or from the Programme Study Centre – “P.S.G. Hospitals, Coimbatore” either in person or by post.
2. Students shall submit the duly filled application forms in duplicate along with the OMR sheet and enclose the fee for the amounts specified in para 6, 2 self attested photographs and the attested copies of all the supporting documents to the Programme Study Centre.
3. The admission will be subject to interview and / or entrance examination. The admission committee will decide about the suitability of the candidate and their decision will be final in all cases of admission.
4. The Programme Study Centre will forward a list of eligible candidates along with their application forms and attachments to the Controller of Examinations, Tamil Nadu Open University. University will check the eligibility and fee for Programme Fee for all application forms and prepare a list of finally admitted students and forward the same to the Programme Study Centre.
5. Students will be informed about the confirmation of his / her admission. An identity card bearing the enrolment number will be issued to each candidate.

#### **6. PROGRAMME FEE**

The Programme fee should be paid every semester in two parts. The University fee shall be paid by means of Core banking challan / DD in favour of “**Tamil Nadu Open University**” **Payable at Chennai**. The study centre fee shall be paid by means of DD in favour of the “**PSG Hospitals**”, **payable at**

Coimbatore for the amounts specified below:

ITEMS	TAMIL NADU OPEN UNIVERSITY	PSG HOSPITALS
Programme Fee	Rs.10625/-	Rs.14375/-
Registration Fee (1 year only)	200/-	---
Postal Charges	100/-	---
For downloaded Applications (1 Year only)	Rs.500/-	---
<b>TOTAL</b>	<b>Rs. 11425/-</b>	<b>Rs.14375/-</b>

## **7. MODE OF DELIVERY**

Printed study material written in self-instructional mode will be supplied to the candidates for all the courses of the programme. Continuous Assessment through Assignments form a part of our evaluation system. The Programme Study Centre will enable the students to submit their Continuous Assessment assignments to the course coordinator either in person or by post/mail.

The programme is designed to provide a steadily increasing involvement in hospital operations over the four semesters with project work at the end of the 2<sup>nd</sup> year after the student has mastered knowledge oriented courses essential to perform well in the project study. Students will have opportunities to visit various types of healthcare organisations during the 1<sup>st</sup> semester. At the end of 2<sup>nd</sup> and 3<sup>rd</sup> semesters they will undergo practical training for a minimum period of two weeks in a hospital in the areas of operational management functions and patient care cum supportive services respectively. All these practical training programmes are linked to the classroom learning of the respective semesters.

## **8. MINIMUM PROGRAMME REQUIREMENTS**

1. Candidates are required to either get their assignments from the study centre and submit the assignment responses to the Programme Study Centre before appearing for the term-end examinations of each course of the programme.
2. Candidates for the degree shall besides undergoing the prescribed courses of the study, do practical work for a minimum period of two weeks every semester by way of prescribed hospital work, hospital visits, project work, case studies under the guidance of the teaching faculty and to the satisfaction of the head of the Programme Study Centre.
3. The candidates shall abide by the stipulated timings, discipline, rules and regulations of the Programme Study Centre (hospital) to which they will be assigned for the practical training.
4. No candidate shall be admitted to the examination unless he / she undergoes practical training for a minimum period of two weeks every semester and he / she produces a certificate from the head of the institution of the Programme Study Centre (hospital) certifying to that effect.
5. No candidate shall be eligible for the degree unless the candidate has completed the prescribed courses of study, submitted the project work and passed the prescribed examination.

## **9. PROGRAMME STUDY CENTRE**

**PSG HOSPITALS - PSC CODE : 031001**

Co-ordinator : Dr. K. Bhanumathi  
PSG Off Shore Health Care Management Services  
PSG Hospital Campus, Coimbatore.  
Ph: 0422-4345353 Extn: 5851  
Mobile: 9363100175 / 9894759915

## 10. PROGRAMME STRUCTURE & SYLLABUS

S.No	Code	Courses	Marks for Examinations			Credits
			Continuous Assessment	Term-End Examinations	Total	
		<b>Semester I</b>				
1	MSH 10	Introduction to Health Systems	25	75	100	4
2	MSH 11	Health Care & Hospital Administration	25	75	100	4
3	MSH 12	Health Programme Management	25	75	100	4
4	MSH 13	Human Anatomy, Physiology and Medical Terminology	25	75	100	4
5	MSH 14	Health Economics	25	75	100	4
6	MSF 11	Hospital Work I: Visits to Healthcare Organisations	100	0	100	4
		<b>TOTAL</b>	<b>225</b>	<b>375</b>	<b>600</b>	<b>24</b>
		<b>Semester II</b>				
7	MSH 15	Strategic Management in Health Care	25	75	100	4
8	MSH 16	Human Resource Management	25	75	100	4
9	MSH 17	Health Care Marketing & Public Relations	25	75	100	4
10	MSH 18	Hospital Accounting & Finance	25	75	100	4
11	MSH 19	Hospital Materials Management	25	75	100	4
12	MSF 12	Hospital Work II: Practical Training in Operational Management Functions	100	0	100	4
		<b>TOTAL</b>	<b>225</b>	<b>375</b>	<b>600</b>	<b>24</b>
		<b>Semester III</b>				
13	MSH 20	Patient Care Planning and Management	25	75	100	6
14	MSH 21	Supportive Services and Facilities Management	25	75	100	6
15	MSH 22	Health Systems Research & Research Methodology	25	75	100	4
16	MSH 23	Health Communication Planning and Management	25	75	100	4
17	MSF 21	Hospital Work III: Practical Training in Patient Care and Supportive Services Management	100	0	100	4
		<b>TOTAL</b>	<b>200</b>	<b>300</b>	<b>500</b>	<b>24</b>
		<b>Semester IV</b>				
18	MSH 24	Health Insurance	25	75	100	6
19	MSH 25	Legal & Ethical Issues in Healthcare	25	75	100	6
20	MSH 26	Managing Quality in Healthcare	25	75	100	4
21	MSH 27	MIS & Application of IT in Healthcare	25	75	100	4
22	MSF 22	Project – Presentation & Review	50	150	200	8
		<b>TOTAL</b>	<b>150</b>	<b>450</b>	<b>600</b>	<b>28</b>
		<b>GRAND TOTAL</b>	<b>800</b>	<b>1500</b>	<b>2300</b>	<b>100</b>