

Appendix-CXXIII
Resolution No. 18 [18-1(18-1-12)]

UNIVERSITY OF DELHI

BACHELORS OF VOCATION- HEALTHCARE MANAGEMENT
(SEMESTER-I)

based on

Undergraduate Curriculum Framework 2022 (UGCF)

(Effective from Academic Year 2022-23)



University of Delhi

BACHELORS OF VOCATION- HEALTHCARE MANAGEMENT

DSC -I: INTRODUCTION TO HOSPITAL INDUSTRY

Course Title	Nature of the Course	Total Credits	Components			Eligibility Criteria/Prerequisite
			L	T	P	
INTRODUCTION TO HOSPITAL INDUSTRY	DSC -I	4				Class XII Pass

Contents of the course and reference is in Annexure-I

DSC -2: HUMAN BODY-BASICS-ANATOMY AND PHYSIOLOGY

Course Title	Nature of the Course	Total Credits	Components			Eligibility Criteria/Prerequisite
			L	T	P	
HUMAN BODY-BASICS-ANATOMY AND PHYSIOLOGY	DSC -2	4				Class XII Pass

Contents of the course and reference is in Annexure-II

DSC -3: MEDICAL TERMINOLOGY -1

Course Title	Nature of the Course	Total Credits	Components			Eligibility Criteria/Prerequisite
			L	T	P	
MEDICAL TERMINOLOGY -1	DSC -3	4				Class XII Pass

Contents of the course and reference is in Annexure-III

UNIVERSITY OF DELHI
BACHELORS OF VOCATION- HEALTHCARE MANAGEMENT
(SEMESTER-I)

based on

Undergraduate Curriculum Framework 2022 (UGCF)

(Effective from Academic Year 2022-23)



University of Delhi

BACHELORS OF VOCATION- HEALTHCARE MANAGEMENT

GE -I: COMPUTER FUNDAMENTAL

Course Title	Nature of the Course	Total Credits	Components			Eligibility Criteria/Prerequisite
COMPUTER FUNDAMENTAL	GE -I	4	L	T	P	Class XII Pass

OR

GE -1: PRINCIPLES OF MANAGEMENT

Course Title	Nature of the Course	Total Credits	Components			Eligibility Criteria/Prerequisite
PRINCIPLES OF MANAGEMENT	GE -I	4	L	T	P	Class XII Pass

Contents of the course and reference is in Annexure-IV

DSC-1

Introduction to Hospital Industry

①

Credits: 4

Course Objectives:

- Create basic awareness on Healthcare setup, Global and Indian perspective.

Teaching and Learning Strategies

- Lectures, discussions, presentations, case discussions, exercises, practical and exposure to current practices. The pedagogy for the course is more student centric; Visit to healthcare facilities.
- Lectures would be delivered by experts drawn from the fields of both management and healthcare

Content of the Module

Unit-1-Concept of health and diseases :-Definition of health, Dimension of health, Spectrum of health, Determination of health and Indicators of Health, Levels of prevention, and modes of intervention for diseases and condition

Unit-2- Introduction to Hospital :- What is Hospital, Etymology, Types of hospitals, Hospital as System, Hospital Organization, Overview on Healthcare facilities, scale & scope

Unit-3-Introduction to Hospital Departments :-Detailed Clinical services
Detailed Support Services, Detailed Utility Services.

Unit-4-Current Trends in Healthcare Industry

1. Healthcare Industry – An Overview
2. Changing Healthcare - Determinants
3. Current Trends
 - Medical Tourism or, Medical Value Travel
 - Public private partnership (PPP)
 - Information Technology and Health Care, Telemedicine, Video Conferencing, Bioinformatics, Robotic Surgery
 - Health Insurance and TPA's

Assessment & Evaluation

Student learning outcomes and competencies will be assessed using a combination of formative and summative methods including:

1. Objective/knowledge testing,
2. Competency based evaluation using validated assessment tools and practical skill demonstration in clinical settings.

Projects/assignments with a grading scale emphasizing module competencies

Resource Materials

Business Journals, Healthcare status reports
Book- Hospital Management by K.V.Ramani

DSC-2

Human Body-Basics-Anatomy and Physiology

Credits: 4

Course Objectives:

Demonstrate skilled, safe, effective and sensitive practice in the care of patients approaching front office

Teaching and Learning Strategies:-

Class room sessions, interactive learning, Models, Simulation

Content of the Module

Basic structure, function & common associated diseases of the following:

Unit-1 - Introduction to Human Biology: – Cell, Tissues and Organs

Unit-2 - Organ Systems

- Skeletal System - Bones, cartilage, tendons and ligaments
- Muscular System - Skeletal muscles and smooth muscles throughout the body
- Circulatory System - Heart, blood vessels and blood
- Nervous System - Brain, spinal cord and peripheral nerves
- Respiratory System - Nose, trachea and lungs

Unit-3-

- Digestive System - Mouth, esophagus, stomach, small and large intestines
- Excretory System: - Kidneys, ureters, bladder and urethra
- Endocrine System: - hypothalamus, pituitary, thyroid, pancreas and adrenal glands, etc
- Reproductive System: Male & Female Reproductive System
- Lymphatic/Immune System - Lymph, lymph nodes and vessels, White blood cells, T- and B-cells.

Assessment & Evaluation

Student learning outcomes and competencies will be assessed using a combination of formative and summative methods including:

- Objective/knowledge testing,
- Competency based evaluation using validated assessment tools and practical skill demonstration in both lab and clinical settings:

Projects/assignments with a grading rubric/scale emphasizing module competencies

Resource Materials

Textbooks, and on-line reference and training materials
Books:-Human Anatomy and Physiology by Dr.A.K.Jain
Basic Anatomy & Physiology by N.Murugesh

DSC-3

Medical Terminology-1

3

Credits: 4

Course Objectives:

Includes structure, recognition, analysis, definition, spelling, pronunciation, and combination of medical terms from prefixes, suffixes, roots, and combining forms.

Teaching and Learning Strategies:-

Class room sessions, interactive learning, Role plays

Content of the Module

Unit-1-Building Blocks of Medical Terminologies

- Roots
- Prefixes
- Suffixes
- Pronunciation rules

Unit-2-General Body Terminology

- Medical Terms related to different organ systems

Unit-3-Pharmacology

- Prescriptions and OTC medications
- Routes of Administration
- Medication actions and effects
- Abbreviations

Assessment & Evaluation

Student learning outcomes and competencies will be assessed using a combination of formative and summative methods including:

1. Objective/knowledge testing,
2. Competency based evaluation using validated assessment tools and practical skill demonstration.

Projects/assignments with a grading rubric/scale emphasizing module competencies

Resource Materials

Reference texts and online material

Books:-STEDMAN'S Medical Dictionary

Medical Terminology For Dummies by Beverley Henderson, Jennifer lee Dorsey

Introduction to Medical Terminology by Linda Stanhope, Kimberly Turnbull

GE-1 Computer Fundamentals

④

Credit- 4

Course Objectives:

Create basic understanding of computer fundamentals and its uses.

Teaching and Learning Strategies

- Lectures, discussions, presentations, case discussions, exercises, practical and exposure to current practices. The pedagogy for the course is more students centric.

Content of the Module

Unit 1:

Introduction: Introduction to computer system, uses, types.

Data Representation: Number systems and character representation, binary arithmetic

Human Computer Interface: Types of software, Operating system as user interface, utility programs

Unit 2:

Devices: Input and output devices (with connections and practical demo), keyboard, mouse, joystick, scanner, OCR, OMR, bar code reader, web camera, monitor, printer, plotter

Memory: Primary, secondary, auxiliary memory, RAM, ROM, cache memory, hard disks, optical disks

Unit 3:

Computer Organisation and Architecture: C.P.U., registers, system bus, main memory unit, cache memory, Inside a computer, SMPS, Motherboard, Ports and Interfaces, expansion cards, ribbon cables, memory chips, processors.

Unit 4:

Overview of Emerging Technologies: Bluetooth, cloud computing, big data, data mining, mobile computing and embedded systems, Orientation to POS software(s).

Practical : The practical assignment must include connecting parts of a computer and assembling it to an extent, media formatting and installation of software

Assessment & Evaluation

Student learning outcomes and competencies will be assessed using a combination of formative and summative methods including:

1. Objective/knowledge testing,
2. Competency based evaluation using validated assessment tools and practical skill demonstration. Projects/assignments with a grading rubric/scale emphasizing module competencies

Suggested Readings-

1. A. Goel, Computer Fundamentals, Pearson Education, 2010.
2. P. Aksoy, L. DeNardis, Introduction to Information Technology, Cengage Learning, 2006
3. P. K.Sinha, P. Sinha, Fundamentals of Computers, BPB Publishers, 2007

(5)

GE-1 Principles of Management

Credit- 4

Course Objectives:

The course aims to equip learners with essential management related knowledge and skills and their applicability in real world.

Teaching and Learning Strategies

1. Understand the evolution of management and its significance
2. Comprehend and analyze applicability of managerial functions
3. Recognize the role of decision-making in business
4. Analyze the role of directing in management
5. Appreciate the function of controlling and contemporary issues in management

Content of the Module

Unit 1:

Principles of management - concept, nature and significance; Evolution of Management thought: Classical (Fayol's principles of management; Taylor's scientific management), Neoclassical (Hawthorne Experiments), Modern approach (Systems Approach; Contingency Approach).

Unit 2:

Management functions and their relationship- planning, organizing, staffing, directing and controlling; Functional areas of management – an overview; Coordination - concept, characteristics and importance.

Unit 3:

Planning- meaning, strategic and operations planning; Decision-making- concept, importance and bounded rationality; Organizing- division of labour & specialization; Organisational structures; Factors affecting organisational design.

Unit 4:

Directing- concept and importance; Concept and theories of Motivation- Maslow's need hierarchy, Herzberg's two-factor theory, Theory X&Y; Leadership-meaning and importance; Communication-meaning and importance; Staffing- concept, importance and process.

Assessment & Evaluation

Student learning outcomes and competencies will be assessed using a combination of formative and summative methods including:

1. Objective/knowledge testing,
2. Competency based evaluation using validated assessment tools and practical skill demonstration. Projects/assignments with a grading rubric/scale emphasizing module competencies

Suggested Readings-

1. Drucker, P. F. (1954). The Practice of Management. Newyork: Harper & Row.
2. Drucker, P. F. (1999). Management Challenges for the 21st Century. Harper Collins Publishers Inc.
3. Griffin. Management Principles and Application. Cengage.

6

4. Koontz, H., & Weihrich, H. (2012). Essentials of Management: An International and Leadership Perspective. McGraw Hill Publications
5. Kumar, Pardeep. Management: Principles and Applications. JSR Publication House LP, Delhi.