

MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WB
Syllabus of BBA in Hospital Management (In-house)
(Effective for 2020-2021 Admission Session)
Choice Based Credit System
140 Credit (3-Year UG) MAKAUT Framework
w.e.f 2020-21

Semester-II

Paper: Medical Terminology

Code: BBA (HM) 201

Credits: 6

Course Outcomes:

After completion of the course, the students will be able to

1. identify structures and describe functions of each of the body systems.
2. formulate perception on common diseases and disorders within each of the body systems.
3. identify and interpret complex medical terms by breaking them into their component word parts in order to decipher their meaning.
4. build medical words from their component word parts.
5. explain different body positions with their names.

Modules	Details	Hours
Module 1	Basics of Human Body Level of Organization of Human Body planes and Basic examination positions Overview of various kinds of Medical Imaging	12
Module 2	Basics of Human System Fundamentals of Integumentary System Fundamentals of Musculo-skeletal System Fundamentals of Cardio-Vascular System Fundamentals of Digestive system Fundamentals of nervous system Fundamentals of Urinary System Fundamentals of Endocrine system Fundamentals of Reproductive system Fundamentals of Respiratory System Fundamentals of Lymphatic System	12
Module 3	Basics of Medical Terminology Introduction to medical terminology Word formation &	12

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	syntax Greek alphabet Greek & Latin prepositional & adverbial prefixes Singular & plural endings Commonly used prefixes in medical terminology Commonly used suffixes in medical terminology Commonly used root words in medical terminology Commonly used medical terms to define different parts of the body	
Module 4	Common Latin term used in prescription writing Study of standard abbreviations used in prescription Study of common abbreviations used in various department of hospitals	12
Module 5	Fundamentals of Diagnostic procedure and Practice Cardiology Dept: ECG, Echo, Angiography, Angioplasty, 64 Slice CT, Cath Lab, Pacemaker Gastroenterology Dept: Endoscopy, ERCP Hematology: Blood Collection procedure and Vacutainer Gynecology: IVF Urology: Lithotripsy Pulmonology: Lung Function Test, Bronchoscopy Orthopedics: Arthroscopy, Bone Densitometry Neurology: CT scan, LP Cancer: FNAC, FNAB, PET Scan.	12

Suggested Readings

- 1) Paramedics-Six in One, JAYPEE
- 2) Human Physiology Vol. 1&2 , Dr. C C Chatterjee, CBS Publishers.
- 3) Textbook of Medical Physiology, Guyton & Hall, Second South East Asian Edition, Generic.
- 4) Colour Atlas of Human Body, Dr. Rita Jain, Dr. Neeraj Dhingra, Dr. Meenu Dhingra, Sports Publication.
- 5) Grays Anatomy for Students: Ricard L Drake, JAYPEE
- 6) Park's Textbook of Preventive & Social medicine, JAYPEE.

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Paper: Hospital Overview

Code: BBA (HM) 202

Credits: 6

Course Outcomes:

After completion of the course, the students will be able to

1. apply concept of Modern Hospital & Privatization in Health Sector.
2. explain the functions of corporate multi-specialty hospital.
3. importance to know Public Sector Hospitals and Level of care / offered facilities.
4. originate cognition on Corporate Hospital in developing countries.
5. identify various types of IEC activities in health sector.

Sl.	Topic/Module	Hour
1.	Module 1: Concept of Modern Hospital & Privatization in Health Sector Concept of Health Care Industry & its ever-changing character Understanding functioning of Corporate multi-specialty hospital	10
2.	Module 2: Public Sector Hospitals and Level of care / offered facilities	10
3.	Module 3: Effects of Globalization in Health care Concept of Corporate Hospital in developing countries Infrastructure and lay out of an ideal corporate hospital	10
4.	Module 4: Functioning of modern hospitals & changing need of patients, Hospitality in hospital care, Invasive and non-invasive diagnostic facilities in modern hospital.	10
5.	Module 5: IEC activities in health sector.	10
6.	Module 6: Care offered in Specialty and Super Specialty Hospitals.	10

Suggested Readings:

1. Hospital Management Module II- NIHFW, New Delhi
2. Hospital Administration – G. D. Kundurs, Tata Mc.Graw Hill.
3. Hospital Administration – Tabish, OUP India.
4. Textbook of Community Medicine- Sundar Lal, Adarsh, Pankaj, CBS Publishers.
5. Introduction to Helthcare Management- Nancy H, Shanks, Navigate.

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Paper: Environment & Sustainable Development

Code: BBA (HM) 204

Credits: 2

Course Outcomes:

After completion of the course, the students will be able to

1. explain the knowledge base on ecosystem and types of environmental pollutions.
2. relate with the efforts that can be made at the Industry and Government level to improve the environment, the economy and the quality of life.
3. build basic understanding on sustainable development with a vision to balance our economic, environmental and social needs, allowing opulence for now and future generations.
4. illustrate the environmental issues and challenges.
5. recommend to know about the Biodiversity, threats to biodiversity & Ecosystem.

Sl.	Topic/Module	Hour
1.	Module 1: Introduction: Multidisciplinary nature, Scope and importance; the need for environmental education. Concept of sustainability and sustainable development.	3
2.	Module 2: Ecosystems: Definition, Structure: food chains, food webs and function of ecosystem: Energy flow, nutrient cycle and ecological succession. Ecological Interactions, Biodiversity and Conservation – Levels, India as a mega-biodiversity nation, Threats to biodiversity, Ecosystem and biodiversity services	3
3.	Module 3: Environmental Pollution: Types:- Air pollution, Water pollution, Land pollution, Noise pollution; pollutants, Effects of pollution, Control and Remedial measures.	4
4.	Module 4: Environmental Protection: Report of the Club of Rome: Sustainable Development, Different Renewable Energy Sources- Wind Power, Waterpower, Bio Fuel/Solid Bio Mass, Geothermal Energy, Nuclear Power,	5

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	Environmental Movements- Chipko movement; Narmada Bachao movement; Tehri Dam conflict.	
5.	Module 5: Environmental Policies and Legislations: Environmental Regulations Different Acts, Environmental Ethics Environmental Impact Assessment (EIA), EIA – Methods and Tools, Appraisal and Clearance for Industry, Evaluation System.	5

Suggested Readings:

1. G.N. Pandey: Environmental Management, Vikas Publishing House Pvt. Ltd.
2. Cunningham: Environmental Science, TMH.
3. R. Rajagopalan: Environmental Studies, Oxford.
4. R. Joshi & Munish Kapila: Environment Management, Kalyani Publishers.
5. C.S. Rao: Environmental Pollution Control Engineering, New Age International Publication.