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Dr. Denise M. Harmening - pdf download free book



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Description:

Denise M. Harmening, Ph.D MT(ASCP), CLS(NCA) Redefining the standard for laboratory management, Denise Harmening, along with 31 contributors, provides insight and guidance into the principles of laboratory operations. Key features include chapter outlines, educational objectives, opening case studies, study guide questions, key terms, summary charts, and problem-based learning activities. Twenty chapters are divided into five major areas: Principles of Laboratory

Management, Human Resource Management, Financial Management, Operations, and Strategies for Career Success. Unique to this book are chapters on Quality Management in the Laboratory, Education and Training, the Cost of Quality, Ethical Issues in Laboratory Management, Career Planning, and a glossary. Appropriate whether you are a student or an experienced manager, using this text for teaching or as a reference, Laboratory Management contains a thorough coverage of: Quality Management in the Laboratory Organizational Structure: A Look at Concepts and Models Principles of Leadership: Past, Present, and Future Management Functions Managerial Decision-Making and Process Improvement Human Resource Guidelines and Regulations Job Analysis, Work Descriptions, and Work Groups Performance Evaluation and Development Education & Training: Practical Tips for Educators and Trainers Fundamentals of Financial Management Cost/ Benefit Analysis Effective Budgeting in the Laboratory: Practical Tips The Cost of Quality Healthcare Reimbursement Compliance Issues The Regulations Process Designs Workflow & Staffing Laboratory Information Systems: Flexibility Is the Key to Modernization Marketing Concepts Ethical Issues in Laboratory Management Career Planning & Professional Development A Laboratory Management CyberCourse™ is available online and includes: Chapter PowerPoints, Discussion Board Case Histories, Learning Units and Exams.

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