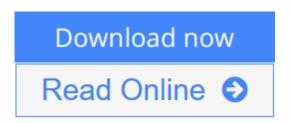


Laboratory Management: Principles and Processes

By Denise M. Harmening



Laboratory Management: Principles and Processes By Denise M. Harmening

Redefining the standard for laboratory management, Denise Harmening, along with 25 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 and problembased learning activities. Eighteen 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 is a chapter on education and training, a chapter on ethical issues in laboratory management, a career planning chapter and a glossary of key terms. 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:

- Organizational Structure
- Leadership Styles
- Managerial Problem-Solving and Decision-Making
- Human Resource Guidelines, Laws, and Regulations
- 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
- Healthcare Reimbursement
- Compliance Issues: The Regulations
- Process Design: Workflow & Staffing
- Computer Based Laboratory Information Systems
- Marketing Concepts
- Ethical Issues in Laboratory Management
- Career Planning

FOR CLASS ADOPTIONS:

A Laboratory Management CyberCourse TM is available online and includes: Chapter PowerPoints, Discussion Board Case Histories, Learning Units and Exams. For Inquiries email: harmening12@gmail.com **<u>Download</u>** Laboratory Management: Principles and Processes ...pdf

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Editorial Review

From the Author

The laboratory environment changes in response to trends in health care. Laboratory managers who can create solutions to today's problems and effectively manage change are in high demand. Here is a problembased approach to teaching the principles of laboratory management. The text focuses on presenting underlying managerial concepts and how to successfully apply theoretical models to real-life situations. Each chapter contains Suggested Problem-Based Learning Activities, which instructors can use for student group activities or assignments.

From the Back Cover

LABORATORY MANAGEMENT: Principles & Processes

Denise M. Harmening, Ph.D. MT(ASCP), CLS (NCA) Elizabeth A. Zeibig, MA, MT(ASCP), CLS(NCA)

Redefining the standard for laboratory management, Denise Harmening, along with 16 contributors, provides insight and guidance into the principles of laboratory operations. Key features include chapter opener case studies, study guide questions, educational objectives, and key terms. Appropriate whether you are a student or an experienced manager, using this text for teaching or as a reference, *Laboratory Management* contains thorough coverage of:

- Managerial problem solving and decision making
- Leadership styles
- Human resource guidelines and regulations
- Performance evaluation and professional development
- Healthcare reimbursement
- Budget preparation and justification
- Compliance issues: CLIA, OSHA, CAP/JCAHO
- Marketing concepts
- Internet references

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Currently, there is a great demand for laboratory managers, with a national vacancy rate of 15%. The rapidly changing laboratory environment is constantly responding to diverging trends in healthcare. This mandates the requirement for effective management. Laboratory managers will need to create new solutions to today's problems. This book is designed to give a problem-based approach to teaching the principles of laboratory management. The focus is to present underlying managerial concepts and then assist the learner in the successful application of theoretical models to real-life situations. Each chapter includes one or more illustrative cases to present a management problem followed by thought-provoking questions to stimulate the learners critical thinking skills. In addition, each chapter contains an outline and educational objectives that can be used in teaching. Internet references and website resources permit the learner to acquire advanced and current information in each of the major topic areas. Problem-based learning activities are listed at the end of

each chapter to serve as a guide for instruction and reinforcement of the content presented. Seventeen chapters are divided into five major areas of management: Basic Principles and Organizational Structure, Human Resources, Finance, Operations and Strategies for Career Success. Unique to this book is a chapter in education and training and a glossary of key terms. This new text on laboratory management will redefine the standard as both a teaching and reference text. I would like to acknowledge the support of my wonderful staff and faculty, Alicia Waiters, Joanne Manning, Audrey Ford, Cynthia Stambach, Sam Dickerson, Tom Pennington, Karen Adams, Paul Griffey, and Lisa Johnson.

I would also like to thank the following reviewers for their comments and suggestions: Joan Aldrich, PhD, Associate Professor, University of Texas Southwestern Medical Center, Department of Medical Laboratory Sciences, Dallas, Texas; Jean Holter, EdD, MT(ASCP), CLS(NCA), Professor and Program Director, West Virginia University, Medical Technology Program, Morgantown, West Virginia; Jeanne M. Isabel, MSEd, Associate Professor, Northern Illinois University, Clinical Laboratory Sciences, DeKalb, Illinois; Catherine N. Otto, PhD, MBA, CLDir(NCA), Assistant Professor, University of North Carolina at Chapel Hill, Division of Clinical Laboratory Science, Chapel Hill, North Carolina; and Leta Stewart, MS, DLM(ASCP), MT(ASCP), Director of Laboratory Services, OSF Saint Anthony Medical Center, School of Clinical Laboratory Science, Rockford, Illinois.

Dr. Denise M. Harmening, PhD, MT(ASCP), CLS(NCA)

Users Review

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