

Collection Development Policy Health Care Management

Subject Librarian: Vincci Kwong

Purpose of policy: The collection development policy for Health Care Management guides the development and management of the Health Care Management collection.

Program Description: The Department of Health Care Management prepares students with managerial and technical knowledge and skills needed by managers who will be responsible for applying their expertise to managing either small health care organizations or departmental units within larger institutions.

Degrees Offered:

- Bachelor of Science in Health Care Management
- Health Care Management Minor

Clientele: The primary clientele are the undergraduate students, faculty, and staff of the Health Care Management Department.

Scope and Collection Guidelines

The Health Care Management collection consists of works written for the basic through advanced undergraduate level and for basic faculty research. Graduate- and research-level publications are collected selectively.

Formats collected: Scholarly monographs, journals, professional/practitioner trade journals, and selected magazines. The preference for serials in this area is for online subscriptions.

Formats excluded: Pamphlets, newsletters, article reprints, and required textbooks.

Language: The collection is primarily in English.

Geographic coverage: All geographic areas are covered.

Chronological periods collected: Priority is given to current publications. Older imprints are collected selectively, usually as replacements for classic works, or upon request.

Subject Emphases: The Health Care Management collection focuses on areas related to health care delivery, hospital organization and management, and management of long-term care facilities.

Current Collecting Priorities: Based on areas of established specialization stated above.

Subjects Collected Selectively: None.

Reference: Reference material for Health Care Management are selected by the Business and Economics subject librarian following the general subject parameters of the collection policy.

Interdisciplinary Considerations: Due to the interdisciplinary nature of health care management, materials are also occasionally selected in the areas of law and health sciences.

Location: Health Care Management materials are housed in the Schurz Library. Works specifically about the discipline of Health Care Management are classified in the R and RA schedule of Library of Congress system. Below are LC call numbers for specific areas:

R690-920 Medicine as a Profession. Practice of Medicine. Medical Records.

RA1-418.5 Public Aspects of Medicine. Medicine and the State.

RA421-790 Public Health.

RA960-1000.5 Medical Centers. Hospitals. Dispensaries. Clinics.