

Roles and functions paper



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HCS 325 Roles and Functions Paper 10/22/12 The four major functions in managing healthcare accurately are planning, organizing, leading, and controlling. Managing health care is important especially for employees and your place of business (Lombardi). These factors ensure quality service without any rest stops or burdens being an issue. Within the health care field, employees usually have trouble with communicating with the higher authority due to issues and lack of time.

Planning is important to ensure that goals are being set and that the future looks brighter than what it already is. Planning comes along with meeting needs and focusing on the employees well being. Organizing is ensuring that all things are done and made on time (Hagemann). Organizing comes along with ensuring that there is no time to make residents/patients wait for care. Leading is one of the most important parts of management because this can leave a reputation that either looks good or bad.

This is the time where employees should offer suggestions and speak up on any problems that they may have on the job. This is also the time to set goals for employees to meet by a certain period. This gives the manager time enough to challenge those who work under him so that he/ she can get a hint of what assignments should be given to what employees based off how they perform. Controlling is very important because this way everyone is following guidelines and rules along with working as a team rather than individual performance.

Employees should be able to call on one another to help each other out so that no one feels left behind or less than. (Hedlund) The most important role for a health care manager and leader throughout a diversified health

industry is to maintain balance meaning always be sure that everyone is comfortable as well as equality towards each individual. The manager should have different innovative ways that will cover a diversified health care industry. I will love to gain more information about how to be more of a leader than a manager in a health care setting. T * The References * Lombardi, D. N. , & Schermerhorn, J. R. (2007). Health care management: Tools and techniques for managing in a health care environment. Hoboken, NJ: John Wiley & Sons. * Hagemann, Bonnie; Stroope, Sandra. T+D. Jul 2012, Vol. 66 Issue 7, p58-61. 4p. 1 Color Photograph * Hedlund, Nancy; Esparza, Angelina; Calhoun, Elizabeth; Yates, Jerome. Physician Executive. Sep/Oct 2012, Vol. 38 Issue 5, p6-12. 6p. 1 Color Photograph, 1 Diagram.