

**MUNZUR UNIVERSITY FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES**

**DEPARTMENT OF HEALTH MANAGEMENT**

**COURSE CONTENTS**

**1<sup>st</sup> Year/ 1<sup>st</sup> Term**

**Course Code & Title: EDB 4101 Turkish Language -I (2 0 2) ECTS:2**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, it is aimed to enable students to comprehend the structure and functioning features of Turkish language and to gain the ability to speak Turkish correctly as a means of written and oral expression in terms of language-thought connection. Within the scope of the course, topics such as the place and importance of language as a social institution, language-culture relationship, spoken language & written language are discussed with examples from Turkish literature.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: DIJ 111 Digital Literacy (2 0 2) ECTS:3**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of the course, trainings will be given on topics such as 'internet technologies, portable technologies, social networks, technology, society and human, informatics ethics, technology and lifelong learning, cloud computing, future technologies'.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: TAR4101 Atatürk's Principles and History of Revolution-I (2 0 2) ECTS:2**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** An overview of the Ottoman Empire and the reasons for the collapse of the Ottoman Empire. Reform movements and their results, movements of ideas to save the Ottoman Empire. The Eastern Question, the wars that triggered the collapse of the Ottoman Empire (93 War, Tripoli War, Balkan Wars), the general situation of the world and the Ottoman Empire before World War I, the outbreak of World War I, the Ottoman Empire's entry into the war and the fronts it fought, the idea currents affecting the world in the 20th century, the impact of these currents on minorities and the Armenian Question, the Armistice of Mondros, important provisions and projects to share the Ottoman Empire, the occupations, the attitude of the society, the Istanbul government and minorities in the face of the occupations. Societies, their activities and general characteristics, Mustafa Kemal's arrival in Samsun, the beginning of the National Struggle, Circulars and Congresses, the relations between the Representation Committee and the Istanbul government, the opening of the Parliament, the Misak-ı Milli, the occupation of Istanbul, the opening of the Grand National Assembly and the management of the National Struggle, rebellions and measures, the National Struggle on the Eastern and Southern Front, the Western Front Wars, Political activities and treaties during the National Struggle, Mudanya negotiations and the abolition of the Sultanate.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: YBD4101 English-I (2 0 2) ECTS:2**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Verb to be /Possessive adjectives/ Verbs have-go-live-like, Possessive`s, Present Simple(he/she/it) / Questions and negatives, Present Simple(I/you/we/they) / Adverbs of frequency, There is-are/some-any a lot of/ this /that/these/those, Can-can? t/ Adverbs / was/were-could- Past Simple (1) / Time expressions.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4101 Introduction to Economics-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** The scope and method of economics, economic problems, introduction to price theory: demand and supply, market equilibrium: price and quantity changes, price elasticity of demand, cross elasticity of demand, income elasticity of demand, supply elasticity, elasticities and applications to market equilibrium, utility concept and consumer equilibrium, production function and law of diminishing returns, cost analysis: short-run and long-run cost, firm equilibrium in perfect competition,

conditions of imperfect competition and monopoly, factor markets: demand and supply in factor markets, factor prices and incomes: labor and wages, land and rent, capital and interest, enterprise and profit.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4103 Introduction to Business Administration-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of this course, the nature and characteristics of the business and economic system, the place of businesses in globalization, ethical and responsible behavior of businesses, entrepreneurship and small businesses, management of businesses and organization of businesses are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4105 Mathematics of Business and Economics-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of this course; number systems, exponents, radicals, circulating numbers, first order, second order equations with one unknown, inequalities, equality and inequality applications, functions, definition set, composite functions, graphical representation, applications of linear functions, linear income, expense, profit, supply and demand functions, exponential and logarithmic functions, equations with exponential and logarithmic terms, coordinate system, equation of a line, linear programming, application problems related to linear programming.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4107 General Accounting-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Basic concepts and definitions (business, accounting, asset, debt, capital, basic balance sheet equation), Definition and preparation of balance sheet and income statement, Account concept, functioning rules and recording methods, Accounting of commercial goods movements according to continuous and intermittent inventory methods, Books and documents used in accounting, Value added tax and accounting transactions, Explanation of the accounting cycle on a sample business, Accounting of cash movements, Midterm exam, Accounting of receivables with and without promissory notes, Fixed asset transactions and depreciation (amortization) applications, Accounting of financial and commercial debt transactions, Wage payroll, General and final trial balance, balance sheet and income statement preparation and closing of accounts, Applications.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4109 Basic Concepts of Law (3 0 3) ECTS:4**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Social rules and law, Sanctions of legal rules, Sources of legal rules - Written binding sources, Customary and Customary Law, Court Jurisprudence, Scientific Opinions, Separation of law into branches, Public Law-Private Law separation, Constitutional Law, Constitutional Principles, Fundamental Rights and Freedoms, Law and Turkey's Administrative Structure, Criminal Law, Crime and Criminal Concepts, Midterm Exam, Civil Law and its sub-branches, Persons, Family, Inheritance and Property Law, Concept of Rights and Types of Rights, Acquisition and loss of rights, Legal disputes and judicial remedies, Courts and jurisdictions, Forms and procedures of judicial application, sample petitions, General evaluation, discussion groups.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**1<sup>st</sup> Year/ 2<sup>nd</sup> Term**

**Course Code & Title: EDB 4102 Turkish Language-II (2 0 2) ECTS:2**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** The aim of this course is to enable students to comprehend the structure and functioning of the Turkish language and to gain the ability to speak Turkish correctly and beautifully.

Within the scope of the course, in addition to topics such as the current status of the Turkish language and its expansion areas, developments in Turkish culture and Turkish from Tanzimat to the Republic are discussed and important works of Turkish literature are analyzed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: TAR4102 Atatürk's Principles and History of Revolution-II (2 0 2) ECTS:2**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Analysis of the Lausanne Negotiations and the Lausanne Treaty and its evaluation in comparison with Sevres, the political process leading to the proclamation of the Republic and the proclamation of the Republic, the Concept of Revolution. Comparison of the Turkish Revolution with other revolutions affecting the world. Historical and Intellectual Foundations of Atatürk's Principles and Revolutions, Secularism, Republicanism, Nationalism, Statism, Populism, Reforms made within the framework of Atatürk's Principles (Legal Reforms), Reforms made within the framework of Atatürk's Principles (Reforms in the political field), Education and Cultural Reforms - Reforms affecting social life, Developments in the field of domestic politics in Atatürk's Period, Atatürk's Period Foreign Policy.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: YBD4102 English-II (2 0 2) ECTS:2**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Past Tense (Negative/Question), Regular and Irregular Adverbs/Special Days in/on/at, Countable and Uncountable Nouns, Quantity Determiners (Some/any/a lot of/much/many) How much/How many I like/I'd like, Comparison/have got, Superlatives, Describing place/direction, Present Perfect Tense (Affirmative / Negative / Question) Adverbs of Time, Adverbs of Indefinite Adverbs Something/anything/nothing, Future Tense (going to) - Affirmative / Negative / Question), Declaring purpose, Asking and telling the weather / Making suggestions, Present Perfect Tense (Affirmative Sentence) 3rd Form of the Verb. State, Present Perfect Tense (Negative and Question)/Adverbs of Time ever/never/yet/just.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4101 Introduction to Economics-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** General framework of macroeconomic thought, measurement of macroeconomic activity: national income and economic growth, determinants of national income: consumption, saving and investment functions, macroeconomic equilibrium: Keynesian Model, multiplier and general level of prices, macroeconomic equilibrium: aggregate supply and aggregate demand, money, interest, real GNP and general level of prices, control of the quantity of money and the Central Bank, inflation, inflation and unemployment: Phillips Curve, cyclical fluctuations: Fiscal policy, monetary policy, international trade and policy, balance of payments and exchange rate, economic growth and development.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4104 Introduction to Business-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, an overview of various management issues, motivation and leadership, human resources and employee relations, and concepts such as marketing- management- accounting- production are included.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4106 Mathematics of Business and Economics-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, functions, types of functions, definition set and value set, limit, 0/0 indefinite limits, continuity, derivative, higher order derivatives, optimization and applications, revenue, cost and profit applications, profit and loss analysis, elasticity of demand, functions of two variables, partial derivative, partial derivative applications, LaGrange multiplier, integral, definite integral, finding area by integration and integral applications.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4108 General Accounting-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Basic concepts and definitions (inventory, valuation), Valuation measures and application areas, Inventory and valuation in active accounts; current assets (cash and cash equivalents), Inventory and valuation in active accounts; current assets (securities), Inventory and valuation in active accounts; Current assets (trade receivables), Inventory and valuation in active accounts; Current assets (trade receivables - inventories), Inventory and valuation in active accounts; Current assets (inventories continued), Inventory and valuation in active accounts; fixed assets (financial fixed assets, Midterm exam, Inventory and valuation in active accounts; fixed assets (tangible, intangible fixed assets; depreciation and amortization applications, Inventory and valuation in passive accounts; short and long-term liabilities, Inventory and valuation in passive accounts; equity (equity elements), Inventory and valuation in expense and income accounts and examination of off-balance sheet accounts, Balance sheet, income statement analysis and valuation and inflation accounting, Applications.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY4110 Management and Organization (3 0 3) ECTS:4**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** This course is designed to provide the student with the basic concepts and functions of management, and managerial tools being currently used in business organizations. Topics to be discussed in this course: Management, organizing, planning, leading, controlling.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

## 2<sup>nd</sup> Year/ 1<sup>st</sup> Term

### **Course Code & Title: SY 4201 Statistics-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, the concept of statistics, the importance and use of statistics in health services, data, data sources, definitions of main mass and sample, qualitative and quantitative data and qualitative and quantitative data with graphs, measures of central tendency, measures of variability, random experiment, outputs, events. permutation, combination, probability, conditional probability, dependent-independent events, bivariate probabilities, Baye's theorem, discrete random variables, Binomial, Poisson distribution, continuous random variables, uniform distribution, normal probability distribution, exponential and normal distribution.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

### **Course Code & Title: SY 4203 Health Institutions Management -I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Health Concept, Service Concept and Characteristics of Health Services, Turkish Health System, Organization of Health Services, Health Transformation Program, Health Services Financing, Basic Concepts in Health Institutions Management, 6. Organizational Theories and Health Institutions Management, Organizational Theories and Health Institutions Management, Health and Changing Environment, Health and Changing Environment, Change in Health Organization, Hospital Management, Manager and Practice in Turkey, Human Resources Management in Health Institutions and the Importance of Medical Staff, Quality Management in Health Institutions, General review-case study.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

### **Course Code & Title: SY 4205 Quality Management in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of the course, the definition, characteristics and dimensions of quality, differences from the classical management approach, principles of total quality management, quality measurement tools, control charts and six sigma are explained.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4207 Cost Accounting in Health Institutions (3 0 3) ECTS:6**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of this course, it is aimed to give information about the definition of cost accounting, objectives and cost accounting system in hospital enterprises, 1st and 2nd expense allocation methods in health institutions, unit cost calculation methods, phase costing, use and reporting of cost methods.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4209 Organizational Behavior in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of this course, students will learn about the concepts of organizational behavior, the concept of learning, organizational learning processes and learning organizations, organizational culture, the concept of motivation and motivation theories, leadership and leadership approaches, organizational commitment, organizational justice, organizational citizenship, organizational change and organizational development, the concept of attitude and attitudes towards work, conflict and conflict in organizations, group-team concepts, stress concepts, and stress management.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4211 Health Law (3 0 3) ECTS:4**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** By providing information about the concepts of legislations and regulations related to health, it aims to provide students with the knowledge to solve all kinds of health law problems that they may encounter in the legal sense.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**2<sup>nd</sup> Year/ 2<sup>nd</sup> Term**

**Course Code & Title: SY 4202 Statistics-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, the use of statistical data in health, history of scientific research - positivism, planning of research - sampling methods, research terminology and concepts - bias, hypothesis testing (normal distribution applications), significance tests (parametric and nonparametric tests), assignment model, significance tests 2 (parametric and nonparametric tests), chi-square test, correlations between variables (correlation-regression) will be covered.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4204 Health Institutions Management-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Management Theories and Management of Health Institutions, Establishment Site Studies of Health Institutions, Establishment Site Studies of Health Institutions, Polyclinic and Clinical Services Management, Polyclinic and Clinical Services Management, Hospital Support Services, Class Study, Class Study, Decision Making Processes in Health Institutions, Teamwork and Conflict Management in Health Institutions, Teamwork and Conflict Management in Health Institutions, Performance Management in Health Institutions, Performance Management in Health Institutions.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4206 Production Management in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, it is aimed to provide students with the concept of production and operations management, historical development, objectives and functions, production systems and types, investment planning of health facilities, site selection and feasibility assessment, capacity types and planning in health institutions, productivity types, productivity analysis parameters, total quality management philosophy and how to plan production / service delivery processes within the perspective specific to the service sector, to make business analysis specific to health services and to benefit from practical applications such as Lean Hospital while planning business processes.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4208 Marketing in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** The concept of marketing, marketing of services and health services, characteristics of health services, health services delivery models, marketing management processes in health services, target market, behavior of health consumers, marketing research, consumer demand forecasts, distribution channels in health services (referral and recommendation systems), sales promotion efforts and public relations, pricing in health services, evaluation of marketing services, public relations.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4210 Health Insurance (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Within the scope of this course, health insurance, the concept and importance of work, the definition and history of social security, models used in social security practices, employee and employer relations / trade unions, labor contract and its types, the concept of work accident / the responsibilities of work accident to the employee and the employer, the effects of unemployment on the employer and the employee, the concepts of strike and lockout, the financial sustainability of the social security system, justified and unjustified grounds for termination of work, social service practices in Turkey will be covered.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4212 Occupational Health and Safety (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, students will be informed about the problems that may be encountered in the health sector, the measures to be taken and the legislation.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

### **3<sup>rd</sup> Year/ 1<sup>st</sup> Term**

**Course Code & Title: SY 4301 Vocational Foreign Language-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In Vocational Foreign Language-I course, it is aimed to address the basic concepts in the field of Health Management in English, to improve students' reading, comprehension, writing and speaking skills in this field, to enable them to learn terms related to the profession by developing English translation techniques, to gain the ability to translate texts and articles related to the field, to increase their knowledge of English vocabulary, to prepare seminars, academic publications, to gain competence in subjects such as translation techniques from Turkish to English.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4303 Financial Management in Health Enterprises-I (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** This course covers the topics of Financial reporting tools, determination and management of firm value, financial planning methods, working capital management, management of cash and similar assets, receivables management, inventory management, capital budgeting and investment decisions, preparation of operating budgets, evaluation of risky investment projects, management of foreign resources, management of equity, cost of capital and pricing.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4305 Human Resources Management in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Concepts, functions, techniques, methods, approaches within the scope of Human Resources Management (HRM organization, job analysis, job design, manpower planning, employee selection, training and development, career management, success appraisal, job evaluation and wage management, making the employee permanent, HRM information management); Research on the subject and applications and approaches in health institutions.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY SY 4307 Logistics and Supply Management in Healthcare Organizations (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, classification of materials, material needs assessment, purchasing decision process and purchasing, purchasing methods in health enterprises, stock control methods in health enterprises, stockless material management, logistics concept and its importance for health institutions and supply chain issues are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4307 Medical Terminology (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, students will have knowledge about the medical terms they will encounter in health institutions and will learn the prefix, suffix and root concepts that make up the terms and medical terms belonging to various systems. Students will be able to define medical terminological expressions that they may encounter in processes such as communication with the healthcare team, medical records, statistics, medical and administrative reports, patient files, scientific publications and billing in health institutions.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4402 Biostatistics (3 0 3) ECTS:6**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, the basic concepts of statistics are covered including frequency distributions, parametric and non-parametric tests, Chi-Square Test, Sample Selection and SPSS applications.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

### **3<sup>rd</sup> Year/ 2<sup>nd</sup> Term**

**Course Code & Title: SY 4302 Public Health and Epidemiology (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** The aim of the course is to provide students with knowledge about the definition, purpose, brief historical development, areas of use, basic concepts, quantitative measures, qualitative

measures consisting of various rates of death, birth, etc., observational research methods (descriptive and analytical-ecological, case-control, prevalence, incidence), experimental research methods (randomized clinical trials, field experiments, community experiments) and the application of epidemiological concepts, measurements and techniques to the planning, organizing, directing and control functions of management.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4304 Financial Management in Health Enterprises-II (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** It includes budget concept in hospitals, financial statement analysis, ratio analysis, comparative tables analysis, general / special budget, revolving fund, fund budgets applications, operating budgets, financial analysis and audit, financial statement analysis, cost analysis, financial reports.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4306 Communication in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Introduction, Introduction of the Course, Course Learning Outcomes, Establishment of the Relationship between Program Outcomes Definition of Communication, Importance and Basic Functions Types of Communication, Factors Affecting Communication, Self-recognition, Ways of Self-recognition, Self-recognition Applications, Listening and Communication Relationships and Communication Networks in Institutions, Using I Language, Empathy, Empathic Communication, Types of Behavior, Assertive Behavior, Passive Behavior, Manipulative Behavior, Techniques that Facilitate Communication with Patients Communication Skills: Therapeutic Communication Skills, Approaches that Prevent Communication, Communication in Some Special Situations -Patient Refusing Treatment -Patient Making Continuous Requests, Communication in Some Special Situations - Aggressive Patient -Patient Experiencing Anxiety, Communication in Some Special Situations - Inverted/Depressive Patient, Communication in Some Special Situations -Patient in Terminal Process, Communication in Some Special Situations -Patient/Family Experiencing Loss and Grief, Stress Management and Conflict Resolution, Communication with Child Patient Communication with Elderly Patient.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4308 Health Information Systems (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, informatics in health services, data quality in health services, information systems standards in health services, information systems life cycle, e-health applications in Turkey are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4310 Managerial Accounting in Healthcare Organizations (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, examination of cost elements, methods of determining cost elements, cost-volume-profit analysis, use of standard cost accounting data in management, inventory planning, preparation of budgets and so on will be discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4316 Audit in Health Institutions (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, the concept and types of auditing, auditing standards, audit report preparation, accounting auditing, audit reports and their content, results of reports, types of auditing, ways of auditing in health institutions, steps of the audit process in health institutions, and the conditions to be fulfilled for a successful audit and the principles of auditing in health institutions are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

## **4<sup>th</sup> Year/ 1<sup>st</sup> Term**

**Course Code & Title: SEC SY 4401 Strategic Management in Healthcare Organizations (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** Definition, process, development, external environment analysis, business analysis, strategic approaches at various levels, strategic management in service enterprises (health enterprises), problem solving and portfolio analysis and case studies constitute the content of the course.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4403 Financial Analysis in Health Enterprises (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, it is aimed to see the financial situation of health enterprises by applying basic analysis techniques on the financial statements that must be prepared by law.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4405 Corporate Governance (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, the importance of the concept of corporate governance, the modern theory of the firm and agency theory, the concepts of capital and ownership structure in enterprises, the

principles of corporate governance, corporate governance practices in the world and in Turkey, corporate governance and risk issues are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4409 Labor and Social Security Law (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** Understanding and comprehension of the importance of Labor Law. Examination of positive regulations related to Labor Law. Giving theoretical and practical information about the resolution of individual labor disputes in practice and to examine and comprehend the basic concepts of collective labor law. To introduce the basic concepts and institutions of Social Security Law, to explain the rights of the insured arising from occupational accidents and occupational diseases and the obligations of employers in line with the regulations in Law No. 5510.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4413 Leadership in Healthcare Organizations (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, the concept of leadership, leadership theories, vision concept and management, learning organizations and leadership, change and leadership, communication and leadership, decision making and leadership, types of leadership, leadership practices, common business methods of successful business leaders, etc. are discussed.**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4315 Health Tourism (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** Health tourism, its place and importance in tourism, health tourism in Turkey, development of health tourism and reasons for development, factors that make up the supply of health tourism, natural conditions and environment in health tourism, factors affecting the demand for health tourism, health tourism organization, marketing and logistics in health tourism, health tourism policies, health tourism incentives, problems in health tourism, global competition will be covered.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

## **4<sup>th</sup> Year/ 2<sup>nd</sup> Term**

**Course Code & Title: SY 4402 Medical Documentation (3 0 3) ECTS:6**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** This course provides information on the acquisition, organization, storage and transfer of medical health information in various media. Professional standards in completing medical records, patient-doctor confidentiality, ethical behavior, current health information technology will also be covered. Upon successful completion of this course, the student will gain the knowledge and skills to successfully carry out the services in the unit he/she is responsible for.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SY 4404 Health Economics (3 0 3) ECTS:4**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Compulsory

**Course Content:** In this course, the concept of health economics, development and the place of the health sector in the economy, health economic system and analysis of health supply and demand, the relationship between health sector and economic growth and development, economic planning and planning of the health sector, project evaluation in the health sector, health services production and financing, pharmaceutical industry and economics, economic rationality in health policies, economic evaluation techniques and issues related to health economics in Turkey are emphasized.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4408 Turkish Health System (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, Turkey's demographic structure and health status, an overview of the Turkish health sector, recent health reforms in Turkey, financing in the Turkish health system, private health sector in Turkey, etc. are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4410 Disaster and Crisis Management in Health Sector (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, the concept of crisis, crisis and crisis management, crisis process and types, purpose and importance of crisis management, stages of crisis management, definition of natural disasters, relationship between disaster and crisis management, crisis management and financial structure, extraordinary management powers in Turkish public administration, central-local government relations in crisis management, access to information in crisis management, case studies, etc. issues are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4414 Quantitative Methods in Healthcare Organizations (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, Introduction to Operations Research (Decision Making-Problem Solving Process and Operations Research Methodology); Introduction to Linear Programming; Model Building Examples in Linear Programming; Solution Methods in Linear Programming (Graphical Solution-Simplex Solution); Simplex Method; Special Cases in Simplex Method; Duality etc. topics are covered.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish

**Course Code & Title: SEC 4416 Public Finance (3 0 3) ECTS:5**

**Course instructor(s):**

**Course level:** Bachelor

**Elective/Compulsory:** Elective

**Course Content:** In this course, economic activities of the public sector, public expenditures, classification of public expenditures, public revenues, tax theory, classification of taxes, public budget, etc. are discussed.

**Teaching Method(s):** Lecturing, discussion groups

**Assessment Method(s):** Midterm exam (40%), final exam (60%)

**Language:** Turkish