

**Georgia State University Library  
Collection Development Policy  
Institute of Health Administration**

**Purpose of the Collection:** To support the curricular and research needs of faculty and students in the Institute of Health Administration. Degrees offered by the Institute include the Master of Science in Health Administration, and the combined Master of Business Administration/Master of Health Administration. The Master of Business Administration/Master of Health Administration curriculum is structured to provide the basic theoretical knowledge needed to develop as a manager in a variety of health care organizations; an understanding of the pragmatic applications of theoretical concepts applied to operational issues through health casework and involvement with health care facilities throughout the program; the technical skills appropriate to successfully functioning as a health care manager; an understanding of the values, traditions, ethics, and attitudes basic to excellence in health care leadership roles; and an awareness of a need to continue lifelong learning. The curriculum for the degree of Master of Science in Health Administration allows students to choose one of seven concentrations: clinical management, finance, human resource management, information systems, managerial science, marketing, and risk management and insurance.

**General Collection Guidelines:**

- a. **Languages:** English is the primary language of the collection.
- b. **Chronological Guidelines:** Current issues and research are most important, but there is a strong interest in historical information.
- c. **Geographical Guidelines:** The major orientation is toward material about the United States; but some material on health care organizations, and their management, and health care policies of nations of a similar status may be selected.
- d. **Date of Publication:** Current imprints are the primary focus. Retrospective classic or standard works not already in the collection are selectively collected.
- e. **Types of Materials:** Most materials acquired are in the form of monographs and periodicals. The Institute has a strong interest in the maintenance of a current video collection that can be used to illustrate ethical and procedural issues in class. There is an interest in electronic data.
- f. **Treatment of the Subject:** Scholarly research materials are desired. Primary interest is in current health care issues, although there is some interest in the history of health

administration. Standard and classical works are acquired as well as some popular works and textbooks.

**Related Collection Development Policies:**

- Computer and Information Systems
- Finance
- Management
- Marketing
- Nursing
- Public Health
- Risk Management and Insurance

Revised: 08/2017