



**UNIVERSITY OF CALICUT**

**Abstract**

Faculty of Commerce and Management Studies- Regulations and Course Structure of MBA Programme in Health Care Management- Approved- Orders issued.

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**G & A - IV - E**

U.O.No. 11830/2015/Admn

Dated, Calicut University.P.O, 19.11.2015

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- Read:-*1) Minutes of the meeting of the Board of Studies in Management Studies (PG) held on 23-03-2015.  
2) Minutes of the meeting of the Faculty of Commerce and Management Studies held on 03-06-2015.  
3) Minutes of the meeting of the Academic Council held on 11-07-2015.  
4) Orders of the Vice Chancellor in file of even no. dated 04-08-2015.

**ORDER**

As per paper read First above, the Board of Studies in Management Studies (PG) at its meeting held on 23-03-2015, vide item no.2, considered the report of the Co-ordinator MHA Programme, that UGC has instructed to bring Programmes of similar nature under one degree. University of Calicut is offering Master of Hospital Administration in Health Care sector similar to MBA Programme in Health Care Management offered by other Universities/IIMs etc. Hence the Board resolved to introduce an exclusive MBA Programme for Health Care Studies with the tittle MBA Health Care Management. Regulations and Course Structure of the Programme is also approved.

As per paper read Second above, the Faculty of Commerce and Management Studies at its meeting held on 03-06-2015, vide item no.6 has approved the minutes of the meeting of the Board of Studies in Management Studies(PG) held on 23-03-2015.

As per paper read Third above, the Academic Council at its meeting held on 11-07-2015 , vide item no.II-G, has resolved to approve the minutes of the meeting of the Faculty of Commerce and Management Studies alongwith the minutes of the meeting of the Boards of Studies coming under the Faculty.

Sanction has therefore been accorded by the Vice Chancellor for implementing the resolution of the Academic Council to approve the Regulations and Course Structure of MBA (Health Care Management) Programme w.e.f.2015-16 academic year onwards.

Orders are issued accordingly.

(Regulations and Course Structure of the programme appended)

Usha K  
Deputy Registrar

To

The Co-Ordinator, SMS, Thrissur.

Copy to: Controller of Examinations/ JCE-1/JCE-7/ EX/EG-I/EPR sections/ PA to CE/PA to  
Registrar/SF/DF/FC

System Administrator(with a request to upload the same in the University Website)

Forwarded / By Order

Section Officer

**UNIVERSITY OF CALICUT**  
**REGULATIONS OF MASTER OF BUSINESS ADMINISTRATION ( HEALTH CARE**  
**MANAGEMENT)**  
**PROGRAMME UNDER CUCSS MODE**  
**TO BE IMPLEMENTED WITH EFFECT FROM 2015**

**1.0 Title of the programme**

This DEGREE shall be called MASTER OF BUSINESS ADMINISTRATION ( HEALTH CARE MANAGEMENT)

**2.0 Eligibility for admission**

Any student who has passed any degree of the University of Calicut (including degree programmes of SDE, University of Calicut) or that of any other University or institute or institution recognized by the UGC or AICTE. Programmes of other Universities or institutions shall be in 10+ 2+ 3 pattern (or 10+ 2+ 4) under regular stream. In all the cases, the student should have passed the bachelor degree examination with not less than 50 % marks in aggregate including the marks of languages if any (without approximation, that is, 49.9999 % is not eligible since it is less than 50%), is eligible for admission. However, SC/ST, OBC, and other eligible communities shall be given relaxation as per University rules.

**3.0 Admission Procedure**

The admission to the programme shall be made on the basis of an entrance examination called CUMAT conducted by the university and the marks obtained by the candidates in the bachelor degree examination put together in the following order.

**3.1 The rank score shall be based on:**

Entrance examination carrying	60% Weightage
Group Discussion	12.5% Weightage
Personal interview	12.5% Weightage
Plus Two / PDC marks	15% Weightage
Total	100% Weightage

A minimum of 10% Weightage should be scored for a pass in the entrance examination. *In the case of SC/ST candidates 7.5% weightage only necessary.*

**3.2 The weight age for Plus Two / PDC shall be based on total marks obtained by the students in all parts, (that is, languages and subjects or Part I, Part II and Part III) as follows:**

Up to 50% aggregate marks obtained in the plus two examination: No Weight age. For every one percent additional marks obtained for the Plus two/ Higher secondary/ PDC examination over and above 50% marks, one mark weightage will be given subject to a maximum of 30 marks for up to 80 % of marks obtained for the Plus two/ Higher secondary/ PDC examination.

For calculating this academic weightage, marks obtained in the Plus two/ Higher Secondary / PDC up to 0.49% will be rounded to lower full digit marks and 0.5 and above will be rounded to next full digit marks.

**3.3** A rank list shall be prepared by the University based on the final rank score computed as above and a counseling session shall be conducted for admission to the MBA( HEALTH CARE MANAGEMENT)

Programme. While preparing the rank list, if there is same index mark for more than one candidate, they will be ranked on the basis of the actual marks obtained in the written test. Even after this, there is a tie they will be ranked on the basis of actual marks obtained for Plus Two examination. If tie exists even after with this, the date of birth is to be considered and the elder person is to be given preference in the admission.

**3.4** All resident candidates admitted to the programme shall be attached to . SMS Trichur, at present. University shall enhance the number of centres depending upon the demand of the course.

**3.5** The maximum number of intake per batch will be 40 students.  
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**3.6** The candidates admitted to MBA ( HEALTH CARE MANAGEMENT) programme must produce the qualifying degree mark list / Provisional Certificate / Confidential mark list, latest at the last date of closing PG admission by the University. If he / she fails to produce the same, his or her admission will be cancelled on the next working day. The University will not be liable for the loss caused to the student.

**3.7** Academic Coordinator

For the administration of this programme, a Coordinator must be appointed

#### **4.0 Medium of Instruction and examination**

The medium of instruction and examination shall be English.

#### **5.0 Schedule and Hours of Lecture**

##### **5.1 Duration of the programme**

The programme shall have four semesters. Each semester shall consist of 16 weeks. Instruction and University examinations in each course in a semester shall be completed within 90 days in a semester.

## 5.2 Lecture Hours

Each full course (4 Credit) shall have four hours and each half course (2 Credit) shall have two hours of lecture classes per week. Each courses having a maximum of 4 credits will be considered as full course and all courses having a maximum of 2 credits shall be considered as half courses. Each full course shall have a minimum of 60 hours of lecture and each half course 30 hours of lecture in a semester.

## 6.0 Attendance

A student shall attend at least a minimum of 75 % of the number of classes actually held for each of the courses in a semester to be eligible for appearing for university examination of that semester. If the student has shortage of attendance in a semester, he or she shall not be allowed to appear for examination of that semester. However, the University may condone shortage up to 10 % of the maximum number of contact hours per semester. If the candidate has shortage more than this limit he/she has to compensate the shortage of attendance of that semester along with the next batch and appear for the university examination of that semester.

## 7.0 External Examination

7.1 The University shall conduct semester end examinations, carrying 4 credits for full course and 2 credits for half course, for each of the courses in the first, second, third and fourth semesters.

7.2 The duration of examination shall be three hours for full courses and 1½ hours for half courses.

7.3 A student shall register for all the courses in a semester to appear for examination in the respective semester for the first time. Part appearance shall not be allowed for first appearance.

## 8.0 Project Report- Minor

8.1 During the third semester the student shall do a minor project/ Organizational study in a Hospital/ Health care institution under a faculty guide.

8.2 The faculty guide must have either (a) M. Phil or Ph.D. in Management or Commerce or Economics or any branch of medicine/ Health care programme (b) two years' MBA/MHA teaching experience.

8.3 The student shall prepare and submit a project report to the university through the centre to which the student is attached.

8.4 The report shall be printed and bound (preferably spiral bound) with not less than 50 A4 size pages.

8.5 The student shall prepare at least two copies of the report: one copy for submission to the university and one copy for the student. More copies may be prepared If the organization or the guide or both ask for one copy each.

8.6 The project report should be submitted to the centre two weeks before the date of commencement of University examinations in the third semester MBA courses.

8.7 If the student fails in submitting the project on or before the above date, an

application for late submission along with the necessary fee for late submission as fixed by the University shall be forwarded to the Controller of Examinations along with the project report.

8.8 However such submission shall not be accepted after the end of University Examinations of the third semester MBA( HEALTH CARE MANAGEMENT).

8.9 Project work shall have the following stages

- Project proposal presentation
- Field work and data analysis
- Report writing
- Draft project report presentation
- Final project report submission

8.10 The project is done individually.

8.11 Resubmission of such project reports shall be done within a month from the date of returning them to the students with necessary instruction for redoing or modification.

8.12 The duration for minor project work is three weeks for data collection and field work.

8.13 A certificate showing the duration of the project work shall be obtained from the organization for which the project work was done and it shall be included in the project report.

8.14 Structure of the report (Common for minor and major projects)

Title page

Certificate, in original, from the organization (for having done the project work)

Certificate from faculty guide

Acknowledgements

Contents

Chapter I : Introduction (Organization profile, Research problem, objectives of the study, Research methodology etc.)

Chapter II : Review of literature / Theoretical profile

Chapters III and IV: Data Analysis (Can be 3 or more chapters)

Chapter V : Summary, Findings and Recommendations.

Appendix (Questionnaire, specimen copies of forms, other exhibits etc.)

Bibliography (books, journal articles etc. used for the project work).

#### 9.0 Major Project

9.1 The students shall do a major project during their final semester of MBA ( HEALTH CARE MANAGEMENT) under a faculty guide, preferably in their area of Health Care Management

9.2 For guide, the qualification is the same as for minor project.

9.3 The duration of fieldwork for major project is six weeks.

9.4 This project work is to be done individually by the students.

9.5 The student shall prepare and submit a project report, printed and bound

(preferably spiral bound) with a minimum of 100 A4 pages of text, to the Head of the Department or Centre or Institute before the last working day of the final semester.

- 9.6 The Co-ordinator/ Director of the centre shall send the projects of all the students together to the Controller of Examinations well in time so that they are received in the Pareeksha Bhavan within two weeks from the last date for project submission to the Co-ordinator/Director.
- 9.7 Projects received late shall be forwarded to the Controller of Examinations along with a request for late submission supported by necessary fee for late submission as fixed by the University.
- 9.8 However, such late submission shall be done within one month of the last date for final semester project submission.
- 9.9 All other regulations for MBA( HEALTH CARE MANAGEMENT) minor project are applicable to major project.

#### 10.0 Evaluation of Minor and major Project Report

10.1 The minor and major project done during the third and fourth semester shall be evaluated by one examiner appointed by the controller of examinations.

#### 11.0 Minimum credits for Project Report

11.1 The student should get a minimum of 2 credits for project report for a pass in both minor and major projects.

11.2 If the student fails to get 2 credits for any project report, he or she shall resubmit the project report after modifying it on the basis of the recommendations of the examiners. This can be done immediately after publication of results.

#### 12.0 Viva Voce Examination

12.1 At the end of fourth semester, each student shall attend a comprehensive viva voce examination.

12.2 The Viva Board shall have at least two members. The University shall appoint the examiners.

12.3 The viva voce will be about all the courses of the four- semester programme, including project reports.

12.4 The student should get 2 credits in the viva voce for a pass in viva voce.

#### 13.0 Scheme of Instruction and Examination

##### 13.1 Semester One

Course code	Course title	Internal credit	External credit	Total credit	Type
Semester-I					
MBAHIC01	Business and Hospital Communication	0.8	1.2	2	
MBAHIC02	Management Theory and Practice	0.8	1.2	2	
MBAHIC03	Medico-Legal and	1.6	2.4	4	

	<b>Business Laws</b>				
MBAHIC04	Hospital Organizational Behaviour	1.6	2.4	4	
MBAHIC05	Basics in General Medical Science	1.6	2.4	4	
MBAHIC06	Information Technology for Health care systems	1.6	2.4	4	
MBAHIC07	Quantitative Techniques	1.6	2.4	4	
MBAHIC08	Accounting for Hospital Managers	1.6	2.4	4	
MBAHIC09	Economics for Health Care	1.6	2.4	4	
				32.00	

### 13.2 Semester Two

Course code	Course title	Internal credit	External credit	Total credit	Type
<b>Semester-II</b>					
MBAHIIC10	Basic Marketing Management	1.6	2.4	4	
MBAHIIC11	Financial Management in Health care	1.6	2.4	4	
MBAHIIC12	Hospital Operations Management	1.6	2.4	4	
MBAHIIC13	Hospital Human Resource Management	1.6	2.4	4	
MBAHIIC14	Management Science	1.6	2.4	4	
MBAHIIC15	Health Education and Hospital Information system	1.6	2.4	4	
MBAHIIC16	Research Methodology for Health care Science	1.6	2.4	4	
MBAHIIC17	Management of support services	0.8	1.2	2	
				30.00	



## 13.3 Semester Three

Course code	Course title	Internal credit	External credit	Total credit	Type
<b>Semester-III</b>					
MBAHIIC18	Strategic Hospital Management	1.6	2.4	4	
MBAHIIC19	Hospital Cost Management	1.6	2.4	4	
MBAHIIC20	Hospital Project Management	1.6	2.4	4	
MBAHIIC22	Epidemiology, public health and social science	1.6	2.4	4	
MBAHIIC23	Functional elective-I	1.6	2.4	4	
MBAHIIC24	Functional elective-II	1.6	2.4	4	
MBAHIIC25	Functional elective-III	1.6	2.4	4	
MBAHIIC26	Minor Project (15 days in a hospital)	0.8	1.2	2	
				30.00	

## 13.4 Semester Four

Course code	Course title	Internal credit	External credit	Total credit	Type
<b>Semester-III</b>					
MBAHIVC27	Service Quality Management in Health care industry	1.6	2.4	4	
MBAHIVC28	Health care system administration	1.6	2.4	4	
MBAHIVC29	Business and Health care ethics	1.6	2.4	4	
MBAHIVC30	Functional elective-IV	1.6	2.4	4	
MBAHIVC31	Functional elective-V	1.6	2.4	4	
MBAHIVC32	Major project of six weeks duration	2.4	3.6	6	
MBAHIVC33	Comprehensive Viva Voce	--	2.0	2	
				28.00	

## 13.3 Semester Three

Course code	Course title	Internal credit	External credit	Total credit	Type
<b>Semester-III</b>					
MBAHIIC18	Strategic Hospital Management	1.6	2.4	4	
MBAHIIC19	Hospital Cost Management	1.6	2.4	4	
MBAHIIC20	Hospital Project Management	1.6	2.4	4	
MBAHIIC22	Epidemiology, public health and social science	1.6	2.4	4	
MBAHIIC23	Functional elective-I	1.6	2.4	4	
MBAHIIC24	Functional elective-II	1.6	2.4	4	
MBAHIIC25	Functional elective-III	1.6	2.4	4	
MBAHIIC26	Minor Project (15 days in a hospital)	0.8	1.2	2	
				30.00	

## 13.4 Semester Four

Course code	Course title	Internal credit	External credit	Total credit	Type
<b>Semester-III</b>					
MBAHIVC27	Service Quality Management in Health care industry	1.6	2.4	4	
MBAHIVC28	Health care system administration	1.6	2.4	4	
MBAHIVC29	Business and Health care ethics	1.6	2.4	4	
MBAHIVC30	Functional elective-IV	1.6	2.4	4	
MBAHIVC31	Functional elective-V	1.6	2.4	4	
MBAHIVC32	Major project of six weeks duration	2.4	3.6	6	
MBAHIVC33	Comprehensive Viva Voce	--	2.0	2	
				28.00	

**14.0 Time Limit for Completion and Validity of Registration**

The registration for MBA ( HEALTH CARE MANAGEMENT) shall be valid for five academic years including the academic year of registration. A student is expected to complete all the MBA( HEALTH CARE MANAGEMENT) courses within these five years.

**15.0 Failed students**

**15.1** If a student fails in any course or courses, he or she shall reappear in that course or courses in the regular examinations of the respective semester of any of the successive batches of MBA( HEALTH CARE MANAGEMENT) students.

**15.2** If they fail to pass in any course or courses within the five years, then they shall be required to reregister for the course they did not complete by paying the fees fixed by the university and appear for the university examination.

**16.0 Change in curriculum and Chances to students**

**16.1** If MBA( HEALTH CARE MANAGEMENT) curriculum change is implemented in any year, the students who registered under the old scheme shall be allowed to appear in those courses in which they failed, subject to a total of three chances and a time limit of five academic years including the academic year of registration for MBA( HEALTH CARE MANAGEMENT).

**17.0 Discontinuation and Readmission**

**17.1** If a student wants to discontinue from MBA ( HEALTH CARE MANAGEMENT) programme, he or she can do it provided the student pays the fee as is required by the general regulations of the University. But readmission may be allowed only if the student has completed at least the first semester with a minimum of 75% attendance and has registered for University examinations in the first semester courses, provided the Department, Centre or Institute agrees to readmit him or her to the next semester of the MBA ( HEALTH CARE MANAGEMENT) programme.

**18. 0 Pass minimum**

**18.1** Each student shall secure a minimum of 2 credits in university examination for each course for a pass in that course. The classification of results may be as follows:

Letter grade	Grade point range	Performance level
A	3.5 to 4.0	Excellent
B	2.5 to 3.49	Very Good
C	2.2 to 2.49	Good
D	2.0 to 2.19	Average
E	0.5 to 1.99	Poor
F	Below 0.5	Very Poor

**18.2** A candidate who passed the courses in the first two semesters in regular sitting or supplementary sittings before the completion of the course and any of the third and

fourth semester papers by taking one supplementary chance after the completion of the course (one chance for third semester papers and one for fourth semester papers) shall also be given class/grade, based on the percentage of marks obtained by him or her.

#### **19.0 Specialization**

The Following are the specialization papers

1. Health Care Services Marketing-3<sup>rd</sup> Semester
2. Consumer Behavior in Health Care-3<sup>rd</sup> Semester
3. Health Care Services Accreditation-3<sup>rd</sup> Semester
4. Health Facilities Planning and Management- 4<sup>th</sup> Semester
5. Performance Management in Health care Managers-4<sup>th</sup> Semester
6. Health Care Finance-4<sup>th</sup> Semester
7. Health Insurance System- 4<sup>th</sup> Semester

**20.0** For all other matters which are not specified in this regulation the common regulation for PG Programme under CUCSS for affiliated colleges and CUCSS MBA regulations for affiliated colleges will be applicable.