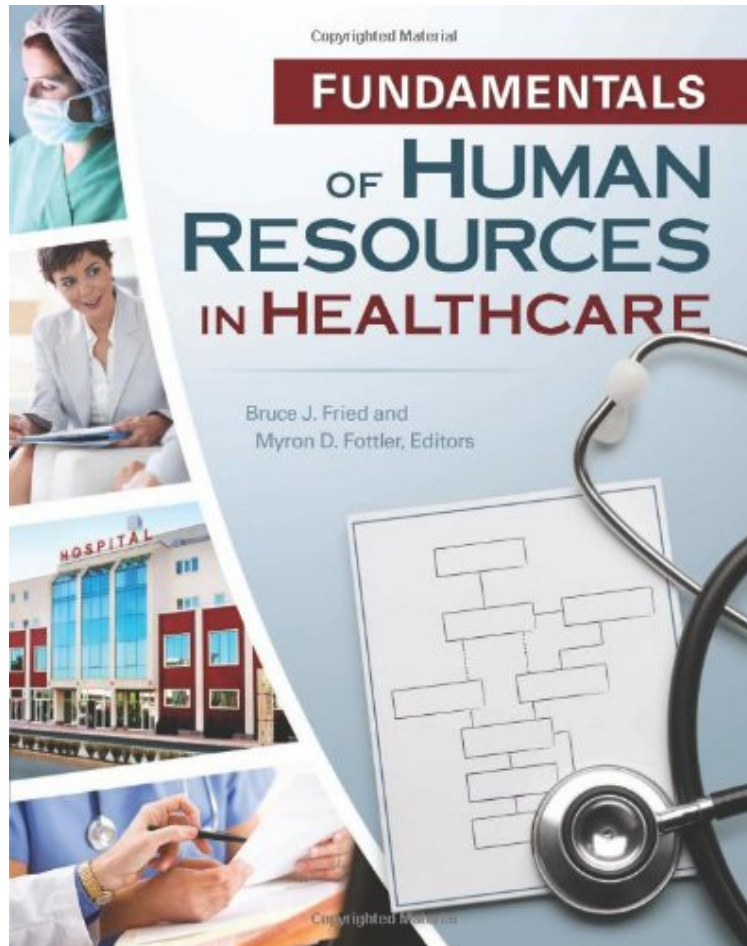


# Fundamentals of Human Resources in Healthcare (Gateway to Healthcare Management)

*Bruce J. Fried, Myron D. Fottler*  
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The healthcare workforce is diverse. The different scopes of practice, levels of education, and practice settings contribute to the complexity of managing this workforce. Successful healthcare managers understand the unique factors that influence the performance of their employees. This new text presents the managerial activities related to developing and maintaining the healthcare workforce. Each chapter opens with a short vignette that introduces the student to the chapter topic. On-the-page definitions of terminology and informational sidebars clarify concepts. Chapters end with discussion questions and case studies that provide practice for applying new information. The book also features a glossary of key terms. Topics covered include: Understanding the healthcare labor force The legal environment Job analysis and design Recruitment, selection, and retention Training and development Performance appraisal Compensation Employee rights and discipline Unions and labor relations Workplace safety