



HPD Library Pathfinders – Practice Management

SCOPE: This guide is designed to aid the beginning medical or allied health student in finding online and print resources in the HPD Library. It is not meant to be comprehensive. To find these and other resources, always start at the HPD Library homepage. www.nova.edu/hpdlibrary/.

PRINT MATERIALS: Books and multimedia about Practice Management are classified in the **W 49-84.1** sections of the library. For related medical topics, look in [Novacat](#), NSU’s online catalog of all electronic, print, and other materials. Circulating books are shelved on the north-west side of the library (these can be checked out for four weeks), reference books reside in front on low shelves (for library use only), and reserve books are kept behind the circulation desk (these can be used for three hours in the library). Study rooms can be occupied for three hours, both in the library and Assembly II Building.

REFERENCE and RESERVE BOOKS: A partial list.

Delivering Health Care in America: a Systems Approach. Res. W 84.1 S512d 2004.
Health Services: Policy and Systems for Therapists. W 76 S22ib 2003.
Healthcare Financial Management & Budgeting Toolkit. Ref. W 49 S193h 1998.
Improving Quality: a Guide to Effective Programs. 2nd ed. Res. W 84.1 I296 1997.
Introduction to Health Care Delivery: a Primer for Pharmacists. 3rd ed. W 84.1 I88 2004.
Introduction to Health Care Economics & Financial Managements: Fundamental Concepts with Practical Applications. Res. W 84.1 I88 2004.
Managing the Medical Practice. 2nd ed. Ref. W 49 R332m 2003.
New Century Healthcare: Strategies for Providers, Purchases, and Plans. Res. W 84.1 C615n 2000.
Renegotiating Health Care: Resolving Conflict to Build Collaboration. W 76 M322r 1995.

RESEARCH DATABASES: All databases can be accessed through the “Quick Links” listings on the extreme left side of the HPD Library’s homepage. www.nova.edu/hpdlibrary

Google Scholar. Another index to scholarly medical materials in PubMed. For best results use the term “Practice Management, Medical” or “Practice Management, Dental.” <http://scholar.google.com/>

Mantis. Usually used for searches in alternative medicine, including, among other areas, acupuncture, chiropractic, herbal medicine, homeopathy, naturopathy, nutrition, oriental traditional medicine, and osteopathic medicine, this database has a plethora of articles on the subject of “Practice Management, Medical.” Covers the years 1980 to the present and contains over 120,000 records from over 1,400 journals.

MEDLINE. Produced by the U.S. National Library of Medicine. The premier source for bibliographic coverage of biomedical literature. Almost 15 million records from 4,800 journals are indexed and abstracted. From 1966 to the present. Use either “Practice Management, Medical” or “Practice Management, Dental” to find relevant materials.

Wiley InterScience: Medicine and Healthcare. Gateway to the top journals, books, and most-read articles. Use the term “Practice Management, Medical.”

ONLINE FULLTEXT JOURNALS:

Family Practice Management
Home Health Care Management and Practice

Journal of Public Health Management and Practice (JPHMP)
Journal of Medical Practice Management-
Law and Medicine (free online journal,
featuring podcasts)

Outcomes Management for
Nursing Practice

NSU subscribes to over 21,000 online fulltext journals.

SOME USEFUL ONLINE RESOURCES: For other valuable online resources go to:

ACMPE Guide to the Body of Knowledge for Medical Practice Management. Teaches various skills necessary for maintaining a successful medical practice. <http://www.mgma.com/pd/default.aspx?id=490&itemid=490&linkidentifier=id>

American College of Physicians' Practice Management Center. Information and training on all aspects of the business of medicine. <http://www.acponline.org/pmc/>

American Health Information Management Association (AHIMA). Founded in 1928, this is the site for professional health information managers who are dedicated to improve the quality of health records. Besides record keeping information, the society provides many other resources for the medical practitioner. <http://www.ahima.org/about/about.asp>

Harris County Medical Society-Practice Management. Covers all manner of information about billing and collections, clinical laboratory improvement amendments, coding, electronic health records, HIPAA, and more. <http://www.hcms.org/Template.aspx?id=37>

Signature Series in Medical Management. Articles on medical management written by experts. <http://www.mcrres.com/mcrmm07.htm>

Society of Internet Doctors. A commercial site, but one where the consultants will help to put a new practice online. <http://internetdoctors.org>

University of Washington's Foster Business Library. Aimed at the geriatrician, but very useful to medical practitioners in all areas because of the vast number of resources offered. <http://www.lib.washington.edu/business/tlc/archive/ger.html>

GOVERNMENT INSTITUTES and AGENCIES.

The National Health Information Infrastructure (NHII). "...the set of technologies, standards, applications, systems, values, and laws that support all facets of individual health, health care, and public health." An initiative set forth to improve health care in the United States. <http://aspe.hhs.gov/sp/nhii/FAQ.html>

U.S. Department of Health and Human Services. National Institutes for Health. A great deal of information exists on medical practice management, but it is not easily found. Try search terms such as "Business Individual Medical Practice" or some other combination of similar words. Click on the following link to access the site, <http://www.nih.gov/>.

U.S. National Library of Medicine. Health Services Technology Assessment Texts (HSTAT). Among many other topics, HSTAT includes advice on technical devices and other practice management topics. Contains links to medical podcasts. For optimum results search through the short index on the first screen. <http://odeo.com/channel/3151/view/>

U.S. National Library of Medicine. National Information Center on Health Services Research and Health Care Technology (NICHSR). "NICHSR collaborates with other NLM components and with members of the [National Network of Libraries of Medicine® \(NN/LM®\)](#) to exhibit NLM products and services and to present specially focused training classes at national meetings of HSR-related organizations." <http://www.nlm.nih.gov/nichsr/outreach.html>

OTHER PATHFINDERS and ADDITIONAL SUGGESTED LINKS

University of Mississippi Medical Center, Jackson. Helvi McCall's Topic Tracks: Medical Practice Management. Short but complete coverage of the subject, including even pertinent journal articles. Excellent place to start. <http://library.umsmed.edu/TopicTracks/tt-practice.html>

University of Mississippi Medical Center, Jackson. Helvi McCall's Topic Tracks: Dental Practice Management. Just as good as her companion guide. <http://library.umsmed.edu/TopicTracks/tt-dentpract.html>

TUTORIALS for NSU DATABASES:

HPD produced tutorials:
<http://www.nova.edu/hpdlibrary/tutorials.html>

Tutorials developed by the Main Library:
<http://www.nova.edu/library/help/techhelp.html>

EBSCOhost tutorials and knowledge base.
<http://support.epnet.com/CustSupport/Tutorials/Tutorials.asp>

Ovid Technologies, Inc. tutorials.
http://www.ovid.com/site/help/sp_tutorials.jsp?top=28&mid=29&bottom=31&subsection=58

