



GUJARAT TECHNOLOGICAL UNIVERSITY

Program Name: Post Graduate Diploma in Hospital Management

Level: Post Graduate Diploma

Course / Subject Code: DH01077021

Course / Subject Name : Basics of Accounting & Financial Management

w. e. f. Academic Year:	2024 - 2025
Semester:	1
Category of the Course:	Core Course (CC)

Prerequisite:	An introduction to basic accounting concepts, including an understanding of financial statements, the accounting cycle, and double-entry bookkeeping. Building on this, knowledge in managerial accounting, such as cost accounting, budgeting, and financial analysis, is essential to grasp the internal financial workings of a hospital.
Rationale:	Hospitals are complex organizations with significant financial responsibilities. Understanding financial accounting equips students with the knowledge to manage budgets, allocate resources effectively, and make informed financial decisions to ensure the financial health of the hospital. Healthcare costs are a significant concern globally. Cost accounting helps students identify areas where costs can be controlled without compromising the quality of care. This includes analysing costs associated with medical procedures, supplies, staffing, and overhead expenses. This subject will provide tools for evaluating the performance of various departments within a hospital. Students can learn how to analyse financial statements, variance reports, and key performance indicators to assess the effectiveness and efficiency of operations.

Course Outcome:

After Completion of the Course, Student will able to:

No	Course Outcomes	RBT Level
01	To Remember of financial and cost accounting fundamentals.	Remember
02	To Understand Journal Entries & Preparation of Trial Balance	Understand
03	To Apply the fundaments concepts of Financial Management and Working Capital	Understand & Apply
04	To Apply of Working Capital Management in Hospital Function	Understand & Apply

*Revised Bloom's Taxonomy (RBT)



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Teaching and Examination Scheme:

Teaching Scheme (in Hours)			Total Credits L+T+ (PR/2)	Assessment Pattern and Marks				Total Marks
L	T	PR	C	Theory		Tutorial / Practical		
				ESE (E)	PA / CA (M)	PA/CA (I)	ESE (V)	
4	0	0	4	50	0	50	0	100

Course Content:

Unit No.	Content	No. of Hours	% of Weightage
1.	<p>Basic Understanding of Accounting: (Theory & Numerical) Meaning of Accounting, Accounting Process, Accounting Terms, Accounting Equation, Types of Accounts – Personal, Real and Nominal, Rules of Debit and Credit, Users of Financial Statements, Accounting Principles (Concepts & Conventions), GAAP, Introduction, Significance and Benefits of Computerized Accounting Journal Entries, Ledger-Posting and Preparation of Trial Balance</p> <p>Corporate Financial Statements & its Analysis: (Theory & Numerical) Understanding of Income Statement and Balance Sheet, Comparative Statement Analysis, Common Sized Statement Analysis, Trend Analysis</p>	11	13
2.	<p>Nature and scope of Cost Accountancy: (Theory) Comparison among Financial Accounting, Management Accounting and Cost Accounting, Types of Costs and Cost Unit, Cost Benefit analysis, Cost Effective analysis, Brief of Cost analysis and cost control system</p> <p>Costing Technique and Budgeting: (Theory) Types of costing techniques, Unit Costing, Operating Costing (only for Hospitals), Meaning of Budgeting and Types of Various Budgets, Cash Budget, Material Budget, Master Budget.</p>	12	12



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3.	<p>Financial Management: (Theory) Understanding the Meaning of Financial Management, Scope of Financial Management, Finance Function, Role of Finance Manager, Objectives of Financial Management – Profit Maximization & Wealth Maximization.</p> <p>Sources of Finance: (Theory) Important Features & Limitations of Various Types of Sources of Finance: Ordinary (Equity) Shares, Debentures & Bonds, Preference Shares, Retained Earnings, Term Loans, Venture Capital.</p>	12	13
4.	<p>Working Capital Management: (Theory) Basics of Working Capital: Concept of Working Capital, Objectives of Working Capital, Need of Working Capital, Permanent & Variable Working Capital, Gross Operating Cycle & Net Operating Cycle, Factors Affecting Working Capital Requirement,</p>	10	12
5.	<p>Application of Concepts: All the students of the program will be given practical assignments/Quiz on the application of the above mentioned topics from the syllabus. The applications of the theory concepts would be in the form of Financial Statement Analysis of the Hospitals, Budget preparation, fundamental of Costing, Sources of Finance, etc.</p>	15	CEC (50 Marks)
Total		60	100

Suggested Specification Table with Marks (Theory):

Un it No.	Unit Title	Teaching Hours	Distribution of Theory Marks (Assessment as per Revised Bloom's Taxonomy Level*)						
			RM	UN	AP	AN	EL	CR	Total Marks
I	Basics of Accounting	11	04	04	05	00	00	00	13
II	Nature & Scope of Cost Accounting, Cost Analysis & Cost Control System	12	00	04	04	04	00	00	12
III	Working Capital Management	12	00	04	05	00	04	00	13



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IV	Preparation of Final Accounts	10	00	04	04	04	00	00	12
V	Application of Concept	15	00	00	00	00	00	00	-
	Total	60	04	16	18	08	04	00	50

Where R: Remember; U: Understanding; A: Application, N: Analyze and E: Evaluate C: Create (as per Revised Bloom's Taxonomy)

References/Suggested Learning Resources:

(a) Books:

S. No.	Title of Book	Author	Publication with place, year and ISBN	Edition
1	Financial Accounting	V. Rajasekaran & R. Lalitha	Pearson Publications	Latest Edition
2	Financial Accounting	Narayanswami	Tata McGraw Hill	Latest Edition
3	Financial Management, theory and Practice	Chandra, Prasanna	Tata McGraw Hill	Latest Edition
4	Financial Management	I M Pandey	Vikas Publication	Latest Edition
5	Basic Accounts & Finance for Non-Accounts	Prof. D.K.Chatterjee	Himalaya Publishing House	Latest Edition
6	Handbook on Accounting for Hospital Management	Prof. D.K.Chatterjee	Himalaya Publishing House	Latest Edition
7	Financial Management for Hospital Administration	G K Kulkarni	Jaypee Publication	Latest Edition

(b) Open source software and website:

1. <https://www.youtube.com/watch?v=yYX4bvQSqbo>
2. <https://www.youtube.com/watch?v=hV2f6Ujv9zY>

Suggested Project List, if any:

Hospital Budget Making, Journal Entries, Ledger Posting

Suggested Activities for Students, if any:

Presentation, Hospital Costing etc.
