



American Board of Certification in Administrative Medicine - References

The references listed below are the key texts and source materials used in the development of items for the written Administrative Medicine examinations. These references are provided to assist candidates for board certification in Administrative Medicine for self-study general review or detailed review of any specific areas listed in the Administrative Medicine exam description.

PRIMARY REFERENCES

Healthcare Finance: An Introduction to accounting and Financial Management

Author: Louis C. Gapenski
Publisher: Healthcare Administration Press
2016 6th Edition

Advanced Performance Improvement in Health Care

Author: Lighter
Publisher: Jones & Bartlett
2011

Legal Medicine

Author: American College of Legal Medicine
Publisher: Mosby
7th Edition, 2007
**Excluding Chapters 41-50, 64-71, 75-77*

The Economics of Health and Health Care

Author: Folland, et al
Publisher: Prentice Hall
8th Edition, 2017

The Well Managed Healthcare Organization

Author: White and Griffith
Publisher: Healthcare Administration Press
9th edition, 2019

SECONDARY REFERENCES

Financial Statements
Author: Thomas R. Ittelson
Publisher: Career Press
2009

Basics of Healthcare Performance Improvement: A Lean Six Sigma Approach

Author: Lighter

Publisher: Jones & Bartlett Learning

2013

Problems in Health Care Law

Author: Robert Miller

Publisher: Jones & Bartlett Learning

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Health Analytics: Gaining the Insights to Transform Health Care

Author: Jason Burke.

Publisher: Wiley

1st Edition, June 18, 2013.

Healthcare Business Intelligence, A Guide to Empowering Successful Data Reporting and Analytics

Author: Laura B. Madsen

Publisher: Wiley

1st Edition, 2012

Implementing the Electronic Health Record: Case Studies and Strategies for Success

Author: Joe Miller

Publisher: Health Information and Management Systems Society

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Essentials of Health Law and Policy

Author: Joel B. Teitelbaum and Sara E. Wilensky

Publisher: Essential Public Health Jones & Bartlett Learning

2013

Organizations: Behavior, Structure, Processes

Author: Gibson, Ivancevich, Donnelly, Jr., and Konopaske

Publisher: McGraw-Hill Irwin

14th edition, 2012

Medical Staff Leader's Survival Guide

Author: William K. Cors, MD, MMM, FACPE

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Communicating for Results - A guide for Business and the Professions

Author: Cheryl Hamilton

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Author: John W. Mullins, Orville C. Walker, Jr
Publisher: McGraw Hill
8th edition, 2013

Negotiating Rationally
Author: Max H. Bazerman, Margaret A. Neale
Publisher: The Free Press
1992

Know your Customer: New Approaches to Understanding Customer Value Determination
Author: Robert B. Woodruff, Sarah F Gardial
Publisher: Blackwell Publishing
11th Edition, 2008

Basic Concepts of Healthcare Human Resource Management
Author: Nancy Niles
Publisher: Jones and Bartlett
2012