



The Essential GOVERNING BIBLIOGRAPHY

Boards and Directorship

Board Work by Dennis Pointer and James Orlikoff (San Francisco, CA: Jossey-Bass Publishers, 1999).

Getting to Great: Principles of Health Care Organization Governance by Dennis Pointer and James Orlikoff (San Francisco, CA: Jossey-Bass Publishers, 2002).

The Excellent Board I by Karen Gardner, ed. (Chicago, IL: AHA Press, 2005).

The Excellent Board II by Karen Gardner, ed. (Chicago, IL: AHA Press, 2008).

Navigating the Boardroom: 40 Maxims – things you must know and do to be a great director by Dennis Pointer (Seattle, WA: Green Lake Press, 2008). Available for downloading in pdf format, free-of-charge, at www.BoardFood.com.

The Healthcare Industry

The Health Care Industry: A Primer for Board Members by Dennis Pointer and Stephen Williams (San Francisco, CA: Jossey-Bass Publishers, 2004).

The U.S. Health Care Delivery System: Fundamental Facts, Definitions and Statistics by Sara Beazley et. al (Chicago, IL: AHA Press, 2007).

Strategy

The Primary Care – Market Share Connection: How Hospitals Achieve Competitive Advantage by Marc Halley (Chicago, IL: Health Administration Press, 2007).

Healthcare Strategy: In Pursuit of Competitive Advantage by Roice Luke, et. al (Chicago, IL: Health Administration Press, 2004). Note: Written as a textbook for graduate students in health administration. The best treatment of: healthcare markets, competition within them, sources of competitive advantage and strategy formulation.

Finance

Essentials of Health Care Organization Finance: A Primer for Board Members by Dennis Pointer and Dennis Stillman (San Francisco, CA: Jossey-Bass Publishers, 2004).

Best Practice Financial Management: Six Key Concepts for Healthcare Leaders by Kenneth Kaufman (Chicago, IL: Health Administration Press, 2006).

Healthcare Quality

The Quality Advantage by Julianne Morath (Chicago, IL: AHA Press, 2006).

10 Powerful Ideas for Improving Patient Care by James Reinertsen and Wim Schellekens (Chicago, IL: Health Administration Press, 2005).

To Err is Human: Building a Safer Health System by the Committee on of Health Care in America, Institute of Medicine (Washington, DC: National Academy Press, 2000). A full copy of this report is available on-line at www.nap.edu/readingroom.

If Disney Ran Your Hospital: 9½ Things You Would Do Differently by Fred Lee (Bozeman, MT: Second River Healthcare Press, 2004).

Healthcare Organization Operations

The Well-Managed Health Care Organization, sixth edition by John Griffith and Kenneth White (Chicago, IL: Health Administration Press, 2006). Note: Written as a textbook for graduate students in health administration; but, in one volume, it covers every aspect of a hospital's operation ... a great overview and reference.

Physicians and Medical Practice

Learning How to Play God by Robert Marion (New York, NY: Ballantine Books, 1991).

"How to Improve Hospital-Physician Relationships" by Joseph Bujak in *Frontiers of Health Services Management* (Winter 2003, pp. 3-51).

The Next Generation Physician – Health System Partnerships by Craig Holm (Chicago, IL: Health Administration Press, 2000).

Designing and Facilitating Meetings

How to Conduct Productive Meetings by Donald Kirkpatrick (Alexandria, VA: American Society for Training and Development, 2006).

Making Meetings Work! A Practical Guide to Shorter and More Productive Meetings by Richard Chang and Kevin Kehoe (San Francisco, CA: Jossey-Bass Publishers, 1999).

Meeting Excellence: 33 Tools to Lead Meetings that Get Results by Glen Parker and Robert Hoffman (San Francisco, CA: Jossey-Bass Publishers, 2006).

Other Stuff Worthy of Attention

Redefining Health Care: Creating Value-Based Competition Based on Results by Michael Porter and Elizabeth Teisberg (Boston, MA: Harvard Business School Press, 2006). A summary of this book is available at www.BoardFood.com (go to -> other resources).

Governance as Leadership: Reframing the Work of Nonprofit Boards by Richard Chait, et. al (Hoboken, NJ: John Wiley & Sons, 2005).

Boards that Deliver: Advancing Corporate Governance from Compliance to Competitive Advantage by Ram Charan (San Francisco, CA: Jossey-Bass Publishers, 2005).