



## A Practical Guide to Finance and Budgeting: Skills for Nurse Managers

By KT Waxman

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### A Practical Guide to Finance and Budgeting: Skills for Nurse Managers By KT Waxman

Introducing A Practical Guide to Finance and Budgeting: Skills for Nurse Managers, a comprehensive guide designed specifically to help nurse managers produce, present, and defend the departmental budget. Shouldering the finance and budgeting responsibilities thrust upon new nurse managers can be mind boggling--especially without a comprehensive training program. That's why A Practical Guide to Finance and Budgeting breaks down the confusing--often foreign--financial side of healthcare. With this one-of-a-kind resource, you'll find step-by-step instruction, useful tools, and helpful charts to breakdown the confusing language, number crunching, and report reading that is vital for budget planning and preparing. A Practical Guide to Finance and Budgeting will: help new nurse managers understand the financial side of healthcare, walk you through each element of important financial forms and reports, define confusing financial terminology, explain the importance of the nursing department's financial performance to the entire organization, provide quick and helpful insider tips and reminders for handling your new role as nurse manager, help you prepare budget presentations and build business plans, determine the right way and the wrong way to get adequate financial support for your unit.

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### **Editorial Review**

#### **About the Author**

KT Waxman, MBA, RN, is President and CEO of KT Waxman and Associates, Healthcare Consulting, based in San Ramon, CA. Waxman is a registered nurse and a certified nursing administrator. She has more than 20 years' experience as a nurse leader. Waxman has held positions as senior consulting manager, chief operating officer, vice president of patient care services, director of behavioral health services, director of critical care services/respiratory therapy, and department director of medical/surgical unit. She is a nationally known speaker on the topic of nursing leadership and management and has presented hundreds of sessions throughout her eclectic career. Waxman is an active member of the American Organization of Nurse Executives (AONE) and currently serves on the AONE Institute's rewards and recognitions committee. An active member of the Association of California Nurse Leaders (ACNL), Waxman has served on its board for five years. She is a past president of ACNL (1998-1999), is currently a faculty member of the California Center for Nurse Leadership, and teaches healthcare finance in its intensive program for nurse leaders. Waxman has a passion for mentoring new nurse managers and feels that the middle manager role is the most difficult in healthcare.

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**Wendell Darnell:**

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