

# HMA Exam 1 Study Guide

100 points (41 MC; 3 SA; 6 points matching)

## MISSION AND VISION

Difference between mission and vision

- One key difference is the time element
- A mission statement talks primarily about what the company is currently doing. It focuses on the present state of the present state of the organization
- A vision statement is a projection of where the company wants to be in the future

## STYLES OF LEADERSHIP

Conceptions of leadership

- Exercising power.
- Gaining and exercising the privileges of high status.
- Being the boss.
- Task orientation.
- Taking care of people.
- Empowerment.
- Providing moral leadership.
- Providing and working toward a vision.

Methods of leadership

- Pure exercise of power.
- Political scheming.
- Using relationships.
- Setting an example.
- Persuasion.
- Sharing power.
- Charisma.
- Involving followers in the goal.

Four leadership styles

- **Autocratic:**
  - o Autocratic leaders insist on doing it all themselves.
- **Managerial:**
  - o The leader who sees herself as a manager is concerned primarily with the running of the organization.
- **Democratic**
  - o A democratic leader looks at his and others' positions in terms of responsibilities rather than status, and often consults in decision-making.
- **Collaborative:**

# Hmo And Hma Study Guide

**Xiang Xie**



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