



DIPLOMA IN HOSPITAL ADMINISTRATION



DURATION: ONE YEAR FULL TIME (2 SEMESTERS)

ELIGIBILITY: Graduate in any faculty. Preference will be given to MBBS, B Pharm, BSc / MSc / BAMS / BHMS/MBA

ADMISSION PROCEDURE: WRITTEN TEST FOLLOWED BY AN INTERVIEW

OBJECTIVE:

The course is aimed at training manpower, strengthening the support services and improve the hospital administration. Improving the overall healthcare system and give proper training in hospital finances and accounts.

JOB OPPORTUNITIES: The job opportunities are at the various departments:

Front office, Billing, Accounts, Finance, Management Information Systems, HR, Materials Management, Logistics, Documentation, Marketing, Work flow, Maintenance, Housekeeping, Patient service and Relationship Management at various levels in Hospital and Public Health System. Managerial positions as customer patient relation/corporate coordination manager.



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COURSE CONTENTS:

SEMESTER 1

Supportive Services

- Clinical Services
- Principles Of Health Management
- Human Resource Development
- Health Scenario India And International
- Modern Technologies In Diagnostics & Therapy
- Overview of Medicine
- Internship - 2 Months

SEMESTER 2

- Hospital Planning & Designing
- Materials Management
- Finance And Accounts
- Information Technology
- Marketing
- Legal Framework
- Internship - 2 Months