

HOSPITAL ADMINISTRATION

Overview:

Healthcare administrators work behind the scenes to make large-scale decisions for the healthcare facility or institution. They deal directly with policy and budgets to create better patient experiences and ensure the safety of guests and staff.

Healthcare administrators have in-depth knowledge of the regulatory framework in patient care. Their responsibilities are entirely different from the responsibilities of a doctor or physician. While physicians manage patients directly, healthcare administrators oversee the facility itself and usually have a bachelor's degree or master's degree in healthcare administration.

Syllabus :

1. Basic concept of hospital
2. General management
3. HR & marketing
4. Pharmaceuticals
5. Quality management
6. Purchase management
7. Operations and maintenance of hospital administration
8. Medical audit
9. Challenges in management of clinical services
10. Accident and emergency services
11. Medical record management
12. Hospital hazards
13. Telemedicine
14. Lab services

