

*Management
Development
Programme on*

EFFECTIVE MANAGEMENT IN HOSPITALS

14-18 November 2011

Organized by



**INSTITUTE OF HEALTH MANAGEMENT RESEARCH
Jaipur**

Background

Managing large hospitals has become an increasingly specialized job as the organizational structure in these hospitals is getting complex. Coordinating the work of senior consultants, keeping a check on lapses and irregularities and preventing and controlling workers' unrest require specialized managerial skills. Moreover, hospital managers have the responsibility not only to protect the interest of the clients but also to safeguard the hospital staff against getting involved in avoidable legal disputes.

Managing hospital waste, installing an oxygen tank and dealing with narcotic drugs have legal obligations and implications. The inventory of medical and surgical stores is increasing day by day, so much so that it has become difficult to control it. The decision to purchase expensive equipment needs scientific calculations.

With the advancement in medical technology, interventions on patients are increasing. This results in high chances of transmission of hospital acquired infections. The pressure on a hospital to improve the quality of care is not only from the clients but also from other institutions like insurance companies and TPA's. The increasing competition and the social responsibility of hospitals do not allow the cost of care to increase beyond certain limits. This training programme has, therefore, been designed to deliberate upon these issues.

Objectives

The main objectives of the programme are the following :

1. To provide management related inputs and help the participants develop requisite skills in hospital management.
2. To enable them to organize various clinical, support and utility services in an effective and efficient manner with minimal risk to patients.

Contents

The programme will broadly cover the following areas:

- Application of management principles in hospitals and health care organizations
- Leadership, team building, motivation and conflict management
- Organization and management of clinical and support services
- Material management - ABC and VED analysis and maintenance of equipment

- Quality management in health care facilities, patient satisfaction, and medical audit
- Consumer Protection Act (PCA)
- Hospital infection control and bio-medical waste management
- Hospital management information system and computer applications in hospitals
- Cost containment in hospitals and health care organizations

Participants

The programme will cater to the needs of hospital executives, heads of departments of clinical support services like laboratory, medicine, imaging services, blood bank etc, nursing administrators, in charges of support services like CSSD, kitchen, laundry, housekeeping and maintenance, doctors who expect to get managerial positions in the near future and executives in hospital consultancies, health insurance companies and TPA's are expected to participate in the programme

Training Approach

The programme will use a mix of lecture by resource persons to introduce the lead concepts and encourage active interaction by the participants through classroom discussions, group work and presentations.

Programme Coordinator

Brig. (Dr.) S.K. Puri, VSM (Retd.)

Duration and Venue

The programme is of 5-day duration. The programme will start on Monday, 14th November 2011 and conclude on Friday, 18th November 2011. The programme is schedule to be held at Institute of Health Management Research, Jaipur.

Certification

A certificate of participation on completion of the programme will be issued by IIHMR, Jaipur.

Programme Fee

Rs.17,000/- per participant from India and USD 600 per participants from other countries. The fee covers tuition fee, teaching material, board and

lodging. Fee for the programme can be paid by demand draft payable at Jaipur. The Demand Draft should be in the favour of “Institute of Health Management Research, Jaipur”.

Discount

Early Bird Discount : Nominations received with payments on or before 28th October 2011 will be entitled to an early bird discount of 10%. Early submission of fee and nomination does not, however, guarantee acceptance of application.

Group Discount : Any organization sponsoring five or more participants to the programme will be entitled to a discount of 10% on total fee payable. Sponsors should pay full fee along with nomination forms. Applicable discounts will be given on completion of the programme.

Organization can avail themselves of both the discounts subject to a maximum discount of 15%.

Nominations and Inquiries

Nominations should reach the Dean (Training) latest by 04th November 2011 at:

Dr. P.R. Sodani

Dean (Training)

Institute of Health Management Research

1, Prabhu Dayal Marg, Sanganer Airport

Jaipur - 302011

Phone: 0141-3924700 (30 Lines) Fax: 0141-3924738

Email: deantraining@iihmr.org

About the Institute

The Institute of Health Management Research, Jaipur is an institution dedicated to improvement in standards of health through better management of health care and related programmes. It seeks to accomplish this through management education, training, research, consultation and institutional networking in a national and global perspective. The institute has been designated as WHO collaborating Center for District Health Systems based on Primary Health Care. The Ministry of Health and Family Welfare, Government of India has identified the institute as an Institute of Excellence for training and capacity building. For more information please visit our website www.iihmr.org



Institute of Health Management Research, Jaipur

Nomination Form for MDP

Programme Title	: Effective Management in Hospitals
Duration	: November 14-18, 2011
Venue	: Jaipur

Dr. P.R. Sodani
Dean (Training)
Institute of Health Management Research
1, Prabhu Dayal Marg, Sanganer Airport
Jaipur - 302 011
Phone : 0141-3924700 (30 Lines) Fax: 0141-3924738
E-mail : deantraining@iihmr.org

We are happy to nominate the following candidate(s) from our organization for the above mentioned programme.

S. No.	Name	Designation	Age (Yrs)	Sex (M/F)	Mobile Number
1.					
2.					
3.					
4.					
5.					

Enclosed please find demand draft No. dated
for Rupees in words Rs.
towards participation fee, drawn in favour of "Institute of Health Management Research, Jaipur".

Date :

Signature

Place :

Name & Address of Sponsoring Authority