

## **Short Courses / workshops**

Hospital Management Features

Competencies of Hospital Managers

Hospital Management Techniques

Improvement of Hospital Processes

Patient Relationship Management

Management dashboards and their application

Information Tools in cost Management

Data Quality in Medical Records

Application of New Information Technology Tools in Hospitals

Hospital Supply Chain and Support Services

Principles of Hospital Planning

Strategic Planning

Operational Planning

Change Management

Time Management

Interactive Planning

Job Standard / Manpower Estimation

Personal Development Plan (PDP)

Organizing Human resources in Hospitals

Performance Management

Individual Behavior Analysis (MBTI)/ Negotiation and Conflict Management

Accident and Disaster Risk Assessment

Hospital Emergency Plan

Error prevention in Hospitals and Treatment Settings

Patient Safety Management

Management of Trauma Patients

Hospital Waste Management

Hospital Crisis Management
Management of Chemical Accidents in the Workplace
Hospital Waste Management
Hospital Crisis Management
Management of Chemical Accidents in the Workplace
Management of Non-Communicable Diseases
Management of Infectious Diseases
Passive Defense
Quality Assurance
Hospitals Accreditation
Insurance and Health Services Management (Insurance Principles and Insurance Fundamentals of Insurance and Health Insurance Systems)
The Role and Place of Health Economics in Health System
Different Methods of Health Financing
Accreditation
An Introduction to Systemic Thinking
Principles of Health Services Quality
Dimensions of Health Services Improvement (accreditation)
Quality Improvement Model
Leadership in Quality Improvement (Quality improvement Leadership)
Quality improvement program
Quality Improvement Tools
Quality Improvement Techniques (FMEA, RCA, SBAR, etc.)
Principles of Health Services Marketing
Hospital Marketing Program
Internet Marketing
Hospital Branding
Problem Solving Methods

The English Language Department holds workshops and short-term courses on:	The concept of plagiarism and ways to avoid it
	Sentence writing
	Academic writing
	Paragraph writing
	Cohesion and coherence in writing
	Writing abstracts
	IELTS (4 skills)
	Conversation/ Free discussion