

—: अनौपचारिक टिप्पणी :-

विषय : National Workshop on Emerging trends & Best Practices
in Hospital Administration & Management AT INDIA
INTERNATIONAL CENTRE, New Delhi 2nd & 3rd July,
2011.

उपरोक्त विषयान्तर्गत प्राप्त पत्र मय संलग्नक की छाया प्रति इस पत्र के साथ
संलग्न कर लेख हैं उक्त पत्रों को विभाग की वैबसाइट पर डलवाने की व्यवस्था करें।

संलग्न : उपरोक्तानुसार।

अति० निदेशक (राजपत्रित)
चिकित्सा एवं स्वास्थ्य सेवायें
राजस्थान जयपुर।

प्रभारी,
कम्प्यूटर सर्वर रूम,
मुख्यालय।

अनौ०टि० क्रमांक : राजपत्रित / सामान्य / लूज / 2011 / 56/
दिनांक : 4/7/11



Advanced Management Institute

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National Workshop on

Emerging trends & Best Practices in Hospital Administration & Management

AT INDIA INTERNATIONAL CENTRE, New Delhi

2nd & 3rd July, 2011

Received
2/6/11
TIME
4:56 PM

To
Director
NO/178 Directorate of Medical, Health & Family
Welfare Services, Rajasthan
Swasthya Bhawan, Tilak Marg,
1 C Scheme, Jaipur

D.M. S. U.S. (A.I.)

14/6/11
2011
Delhi

Encouraged by the overwhelming response and exceptionally good feedback from the delegates, comprising of doctors, administrators and other related officials in the 2 workshops, we conducted in the year 2010, 1st one in June, 2010 on Hospital administration and management and 2nd one on logistics and supply chain management in hospitals in December, 2010. we have come up with another similar workshop on "Emerging trends & best practices in hospital administration and management". The workshop has been fixed on 2nd & 3rd July, 2011 at India International Centre, New Delhi.

Our times, is witnessing a great awareness in our society as a whole towards health care, and as a result we see a continues change in the attitude and behavior of people towards their health care & fitness.

Serious attention of the hospital administration is required towards cost factor, enhanced awareness towards customer, quality care, accreditation, accessibility, preventive aspects of health care etc. To incorporate the same in hospitals is of utmost necessity & a very big challenge.

According to WHO observations one in ten hospital admissions leads to an adverse event. A systematic approach for patient safety is very vital, essential and is to be mandatory.

It has become a challenge to find the right persons and at the same time more important is to keep them motivated, refreshed and updated with the pace of the current development on account of a revolutionary changes & modifications in Medical sciences & technologies.

In the light of the above, we have made small endeavors to expose & bring together medical, paramedical & hospital admin & services people on single platform to understand & appreciate the activity, role & responsibility of each department & also to update themselves in their respective fields.

The programme has been fixed on 2nd -3rd July, 2011 being Saturday & Sunday due to persistent requests from Delhi Govt. & few other Organizations due to sparability difficulty they have for deputing their people on week days.

A copy of Programme brochure indicating details of programme is being enclosed for your kind consideration.

May we request a couple of nominations from your esteemed organization. Your valued contribution shall go a long way in making the programme highly meaningful and successful.

We shall be too glad to provide and details or information desired from our end.

Thanking you once again & soliciting your continued support & goodwill.

With Regards & best wishes

Yours Sincerely

S.K. Madan

(S.K. Madan)

Sr. Advisor (Programmes)

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Dated: 21/05/2011

National Workshop on **Emerging trends & Best Practices in Hospital Administration & Management** **AT INDIA INTERNATIONAL CENTRE, New Delhi** **(2nd & 3rd July, 2011)**

We are happy to announce our next prestigious workshop on emerging trends and best practice in Hospital administration and Management, planned for the year 2011 has been fixed for 2nd- 3rd July, 2011 at India International Centre, New Delhi. Once again we take this opportunity to seek your goodwill, interest, involvement, valued contribution and blessings for the success of our forth-coming venture.

Health care industry is growing at 15% every year. Therefore, each and every system and activity encompassing health has to expand and grow for best results. Hospitals play very important role in the delivery of health care services. There has been enormous and very rapid pace of change in all aspects of managing and administration of Hospitals. With advances in the field of medicines, hospitals now offer a wide variety of health services and in doing so hospitals depend on modern technology, consume large amount of resources, and have thus become very complex organizations. It may be pointed out that poor quality of service not only wastes resources but is positively dangerous to the health and welfare of the patients and the community at large. No one should forget that it is not cold blooded business but a humane business and the hospital management skills should be patient-centric-be it emotional, physical & financial conditions. Modern-day hospitals which are trying to offer state of the art facilities require highly motivated and multitask personnel to manage such services and therefore calls for an efficient health care management.

Programme objectives

To expose the hospital's medical as well as administrative officials towards the latest technology & practices in the hospitals.
To create greater awareness amongst medical, paramedical & non medical administrators about the present prevailing needs & challenges in this sensitive sector.
To ensure effective services to their clients/ customers.

Workshop contents & in outline

- Management of Patients Care.
- Operations Management in Hospitals
- Managing infections among patients, staff & visitors
- Management Information System in Hospitals.
- Materials Management including procurement of equipments, medicines and logistics in hospitals.
- Management of Bio Medical waste & other wastes.
- Managing healthy environment inside / outside hospitals.
- Introducing Yoga & its impact on patients, medical & paramedical staff.

The pedagogy will be presentation by leading Doctors, Administrators and Management experts from Govt. departments as well as from hospitals in public & private sectors, supplemented with group discussions and case studies/films.

Faculty

The Program faculty likely to be comprised of

- ◆ Dr. Raman Sardana, Sr. Consultant Microbiology & Additional Director Medical Services, Apollo Hospital, Delhi
- ◆ Prof. Subhash Manchanda, Formerly Prof. & Head Department of cardiology, AIIMS, Presently Sr. Consultant Sir Ganga Ram Hospital, New Delhi
- ◆ Dr. Ramesh Chandna, Director (Quality & Lab Services), Asian Institute of Medical Sciences, Faridabad
- ◆ Dr. Ashok Kumar, CMO, Directorate of Health services, Government of Delhi.
- ◆ Dr. K.S. Baghotia, CMO, Directorate of Health Services, Government of Delhi
- ◆ Shri. Anil Bhatia, Director & Head (Materials), Sports Authority of India & Ex-Dy. Director Procurement (In Health Directorate Government of India)
- ◆ Prof. Sudhanshu Sharma, Professional Corporate Trainer & Visiting Faculty IMT Centers.

Outstanding Guest Faculty is also being requested to address the participants.

Dr. N.V. Kamat, Director, Directorate of Health Services Govt. of Delhi has very kindly consented to inaugurate this programme and address the participants.

The Workshop would be most suitable for senior and middle Level personnel comprising of Doctors, Hospital, Administrators, and officials from Nursing, Paramedical, Materials & Environment fields. It would also provide a very good exposure for Junior executives involved in hospitals upkeep.

About the Institute

Advanced Management Institute is a leading Trg & Development Institute pursuing & conducting various professional post graduate & diploma courses / programmes affiliated to IMT, Ghaziabad. In addition we are actively engaged in developing and updating people by designing, organizing and conducting Open-House as well as In-House- Programmes / Seminars / Workshops on diverse subjects of behavioral and functional areas. Few of the key organizations which have been participating & patronizing our programs are -- NTPC, ONGC, SAIL, MTNL, MECON, HPCL, IOC, BPCL, NFL, IFFCO, RITES, HCL, Hero Honda, Yamaha Motors, Escorts, central & State Govt. Depts., Hospitals and Medical Institutes etc.

Program Details

Dates : 2-3 July, 2011
 Venue : India International Centre, Conference Room No-3, Annexe Building, 40 Maxmullar Marg, New Delhi
 Timings : 9:30AM to 5:30pm

Program Fee and Group Discount

We look forward for a very encouraging response for the success of the programme by deputing a couple of officials from your esteemed organization. The Nomination format for the same is given below which may kindly be sent to us by 29th June, 2011 preferably.

The Fee for workshop (2 days) is Rs. 7200/- per participant.
 A group Discount of 10% is offered if the sponsorship is for three or more participants from the same organization.

The participants are advised to report to Annexe Conference Room No-3, India International Centre, 40 Maxmueller Marg, Lodhi Estate, New Delhi at 9.30am.

Thanking you and looking forward for your valued patronage for the success of the program.

P. Narain

(P. Narain)
 Director

S.K. Madan

(S.K. Madan)
 Sr. Advisor Programmes

Nomination Form

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 Karkardooma, Delhi-92
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National Workshop on
 Emerging trends & best Practices
 Hospital Administration & Management
 2nd & 3rd July, 2011

We have pleasure in nomination the following for the above-mentioned programme:

S.NO	Name	Designation	Address	Phone
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

A Demand Draft / Cheque No..... drawn on for Rs..... Drawn in favour of ADVANCED MANAGEMENT INSTITUTE towards the Programme fee is enclosed.

Name & Address of
 Sponsoring Organization

Signature of sponsoring Authority
 Designation: _____