



DIPLOMA IN HOSPITAL ADMINISTRATION

**DEPARTMENT HEAD &
FACULTY**

DR NAJLA HASSAN C





English Department Faculty

PG Sivan Menon

Duration – 1 Year

Eligibility – Plus Two & above

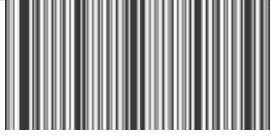
Internship – 2 months

Class Timings – 3 hours/day

MIM SPECIALITIES



- **Offline Classes**
- **International Accreditation**
- **Certification- STED Council**
- **Internship Provided**
- **100% Placement Assistance**
- **Total Fees Includes :**
 - **Uniform Material**
 - **Study Materials**
 - **Registration fees**
 - **Exam fees**
 - **Certification Fees**



Nº 344805



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रजिस्टर नं / Register No.



सैन्टिफिक आन्ट टेकनिकल एजुकेशन डेवलपमेन्ट कौणसिल

A National Level Autonomous Organisation Regd. Indian NGO Under
Govt. of National Capital Territory New Delhi, Government of India

राष्ट्रीय राजधानी क्षेत्र नई दिल्ली, भारत सरकार

ISO 9001:2015 CERTIFIED



Approved Training Partner
N.S.D.C.
National
Skill Development
Corporation

Certificate
प्रमाणपत्र

The Academic Board of Sted Council hereby makes known that
..... RISHIN CHOLASSERY *has successfully completed the course on*
..... POST GRADUATE DIPLOMA IN OIL & GAS QA/QC ENGINEERING
of 1 year *duration at* PETROKKAZ OIL & GAS PETROLEUM ENGG. & MEP
..... MALAPPURAM, KERALA, INDIA *and has been placed in* A+ *Grade*
at the examination held in the 3rd *day of* August *year* 2022

Given under the stamp of Sted Council dated 03:10:2022



Skill Provider (Autonomous) NCS
Ministry of Labour & Employment, Govt. of India
ID No. S15B65-1330465504059

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Grade A+ - 80% above
Grade A - 60% above
Grade B - 50% above
Grade C - 40% above



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STED COUNCIL / स्टेड कौणसिल
Regd. Office : Pole 43, Najafgarh, New Delhi-110045
Certificate Verification : www.stedcouncil.com

This merit certificate issued by STED COUNCIL (Scientific & Technical Education Development Council), an educational organization regd. under Section 20 in Indian Trusts Act, 1882, Reg. No. 337/06, Govt. of Kerala & under Revenue Department District-South-West, Sub Registrar IX, Govt. of National Capital Territory of Delhi with Register No. 64 and under Society Registration Act XXI of 1860 with Register No. N-E/1643/District NORTH-EAST/2016. Constituted, incorporated & registered as an autonomous independent body executive council and a National Level Professional & Non-Profit NGO for Human Resource Development-HRD. Established for Development of Education under the Guidelines of "NATIONAL POLICY ON EDUCATION 1986-MHRD and Program of Action 1992 by MHRD, Government of India". Legality, Validity, Utility of the education programme is strict conformity with the constitution of India and law of the land under Central Government Act Articles 14,15,19(1)G, 21A, 29, 30, 45, 46, 51A(1) & 301.

Central Administrative Office : Thiruvananthapuram, Kerala 695001, South India. Email Id : stedcouncil@gmail.com, Website : www.stedcouncil.com

COURSE – JOB OPPORTUNITIES



- ◆ **Hospital Administrator** – Manage day-to-day hospital operations, including staffing, budgeting, and patient care.
- ◆ **Assistant Hospital Administrator** – Support senior administrators in managing hospital functions.
- ◆ **Operations Manager (Hospital/Clinic)** – Oversee hospital departments and ensure smooth workflow.
- ◆ **Health Services Manager** – Manage healthcare services and improve efficiency.
- ◆ **Clinical Manager** – Coordinate clinical services and ensure compliance with medical standards.
- ◆ **Patient Care Coordinator** – Manage patient admissions, discharges, and care plans.
- ◆ **Medical Office Administrator** – Handle patient records, scheduling, and billing.
- ◆ **Patient Relations Officer** – Resolve patient complaints and improve satisfaction levels.
- ◆ **Health Unit Coordinator** – Ensure smooth communication between healthcare staff and patients.
- ◆ **Nursing Home Administrator** – Manage long-term care facilities and nursing homes.
- ◆ **Healthcare Administrator** – Ensure compliance with healthcare regulations and standards.
- ◆ **Medical Records Manager** – Manage patient data, medical histories, and records.
- ◆ **Billing & Insurance Coordinator** – Handle medical billing and insurance claims.
- ◆ **Quality Assurance Officer** – Monitor healthcare services and maintain quality standards.
- ◆ **Healthcare Policy Analyst** – Analyze and implement healthcare policies and procedures.
- ◆ **Emergency Services Manager** – Manage emergency response and critical care services.
- ◆ **Trauma Center Administrator** – Oversee trauma unit operations and staff coordination.
- ◆ **Ambulance Service Manager** – Manage emergency medical transportation services.
- ◆ **Medical Supply Chain Manager** – Oversee the supply and distribution of medical equipment and drugs.
- ◆ **HR Manager (Healthcare)** – Manage recruitment, training, and staff performance in healthcare settings.
- ◆ **Healthcare Training Coordinator** – Develop training programs for healthcare staff.
- ◆ **Staffing Manager** – Oversee staff scheduling and resource allocation.
- ◆ **Healthcare Recruiter** – Recruit doctors, nurses, and medical professionals.
- ◆ **Performance Manager** – Assess staff performance and implement improvement plans.
- ◆ **Health Information Manager** – Manage patient data and hospital information systems.
- ◆ **Electronic Health Records (EHR) Manager** – Oversee digital health record systems.
- ◆ **Medical Coding Specialist** – Handle medical coding and billing for insurance processing.
- ◆ **Data Analyst (Healthcare)** – Analyze patient and operational data to improve services.
- ◆ **IT Manager (Hospital Systems)** – Manage hospital information technology infrastructure.
- ◆ **Hospital Marketing Manager** – Develop and execute hospital promotion strategies.
- ◆ **Patient Outreach Coordinator** – Connect with communities and increase patient engagement.
- ◆ **Healthcare Public Relations Officer** – Manage hospital reputation and media relations.
- ◆ **Referral Coordinator** – Build relationships with doctors and healthcare networks.
- ◆ **Health Education Officer** – Conduct awareness programs for patients and communities.
- ◆ **Healthcare Consultant** – Advise hospitals on improving efficiency and service quality.
- ◆ **Health Policy Analyst** – Develop and implement healthcare policies.
- ◆ **Insurance Claims Manager** – Manage health insurance claims and processing.
- ◆ **Medical Tourism Manager** – Manage international patient care and medical tourism services.
- ◆ **Healthcare Investment Analyst** – Evaluate healthcare projects and investments.
- ◆ **Wellness Center Manager** – Oversee wellness programs and health initiatives.
- ◆ **Health Club Administrator** – Manage fitness and health club operations.
- ◆ **Home Healthcare Manager** – Oversee home care services and staff.
- ◆ **Rehabilitation Center Manager** – Manage physical therapy and rehabilitation services.
- ◆ **Senior Care Facility Manager** – Manage assisted living and elder care homes.
- ◆ More & more

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CERTIFICATION PROGRAMME

A GOVERNMENT OF INDIA REGISTERED AN AUTONOMOUS ORGANIZATION, NEW DELHI



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