



**Department of Hospital Administration**  
**St. John's National Academy of Health Sciences.**

**Training On How To Prepare Documents for Hospital  
Quality & Accreditation.**

**The Department of Hospital Administration, St. John's Medical College is organizing Training On How To Prepare Documents for Hospital Quality & Accreditation. This Workshop will provide hands-on practical training by experts.**

Venue: St. John's Medical College, Bengaluru

Date: July 12<sup>th</sup> & 13<sup>th</sup> 2018

Timings: 9AM to 4:30PM

**Highlights of the workshop:**

- Preparation of department manuals, SOP (Standard operating procedures), Apex manual, Incident reporting, Citizen Charter etc.
- Personalized guidance for each participant.
- Participants must bring along their laptops.

**Who should be attending?**

- Health care professionals working/aspiring to work in quality department in hospitals
- Hospital Administrators
- Allied health science professionals interested to work in Hospital Quality
- MHA students

***Number of seats: 30 only \****

***Last date of registration: 29<sup>th</sup> June 2018 \* Admission on first cum first serve basis***

**Registration Fee:**

1	Hospital delegates	10,000/INR* (Excluding accommodation)
2	MHA students	5000/INR* ( Excluding accommodation)
3	CHAI members Institutes	7,500/INR* (Including shared accommodation for two nights(11 <sup>th</sup> & 12 <sup>th</sup> ) and food).

**Contact Details: Office: 080-49466122/9449671694/7019003652; Email: hod.mhachca@stjohns.in**

**Kindly contact during office hours: 9am to 4.30pm**