

# Postgraduate Certificate

## Medical Management of Central Services





## Postgraduate Certificate Medical Management of Central Services

- » Modality: online
- » Duration: 6 weeks
- » Certificate: TECH Global University
- » Credits: 6 ECTS
- » Schedule: at your own pace
- » Exams: online

Website: [www.techtute.com/us/medicine/postgraduate-certificate/medical-management-central-services](http://www.techtute.com/us/medicine/postgraduate-certificate/medical-management-central-services)

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# 01

# Introduction

The current socio-economic context, together with the other factors influencing people's health, is making it all the more necessary to improve the managerial skills of those responsible for healthcare procedures. This Postgraduate Certificate is aimed at training Heads of Service and those responsible for the medical management of hospital centers, developing skills and techniques that encourage the promotion of their leadership.





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*If you are a doctor, head of service or section, assistant, coordinator, director or manager in a hospital or outpatient care center, and you want to update and develop your management skills to respond to the current reality and context in your professional future, this is the perfect Postgraduate Certificate for you"*

In the health structure, the medical division is fundamental in the development of these processes, where the paradigm of Clinical Management is increasingly imposed, making it necessary to train in this area for physicians who develop or may reach positions of responsibility for care, either as middle management, care or medical management.

The new challenges of the sector, such as the approach to complexity and chronicity, the relationships between professional groups, citizens (as users, – patients, – clients) and providers, the development of new health technologies, the need to increase efficiency in the use of resources, assuming the new leadership, participative and transparent, or gaining its position in the interdisciplinary team, are challenges to be addressed.



*This Postgraduate Certificate will qualify you to occupy a position of responsibility as head of service or section"*

This **Postgraduate Certificate in Medical Management of Central Services** contains the most complete and up-to-date scientific program on the market. The most important features of the program include:

- ♦ Analyze practical cases developed by experts in health management and other specialties. The graphic, schematic, and eminently practical contents with which they are created provide scientific and practical information on the situations that regularly occur in the hospital setting
- ♦ Presentation of practical workshops on procedures and decision making
- ♦ Algorithm-based interactive learning system for decision-making in the situations that are presented to the student
- ♦ Action protocols, where you can find the latest trends in healthcare management
- ♦ All of this will be complemented by theoretical lessons, questions to the expert, debate forums on controversial topics, and individual reflection assignments
- ♦ With special emphasis is put on the scientific method and research methodology in health management
- ♦ Content that is accessible from any fixed or portable device with an Internet connection

“ *This Postgraduate Certificate may be the best investment you can make in the selection of a refresher program for two reasons: in addition to updating your knowledge in Medical Management of Central Services, you will obtain a Diploma from TECH Global University*”

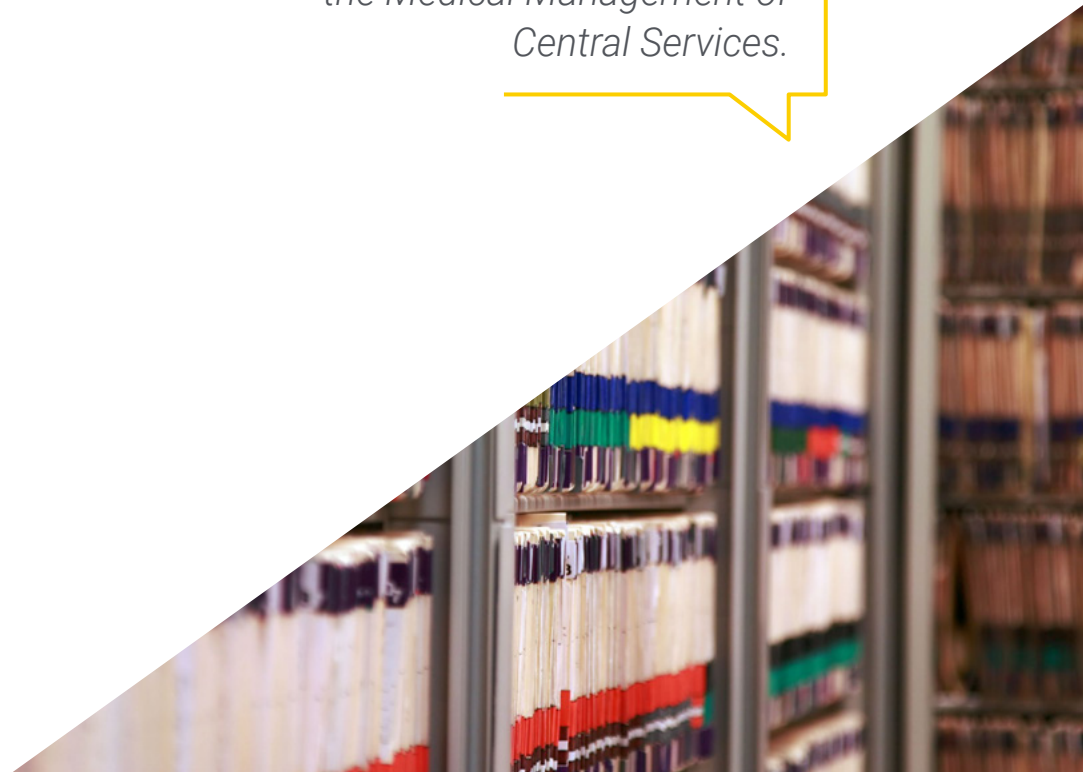
It includes, in its teaching staff, a team of prestigious health management professionals, who bring to this training the experience of their work, in addition to recognized health specialists who complement the program in an interdisciplinary way.

The multimedia content developed with the latest educational technology will provide the professional with situated and contextual learning, i.e., a simulated environment that will provide an immersive training program to train in real situations.

This program is designed around Problem Based Learning, whereby the physician must try to solve the different professional practice situations that arise during the course. This will be done with the help of an innovative interactive video system developed by renowned experts in the field of health management with extensive teaching experience.

*You will be able to take the course 100% online, adapting it to your needs and making it easier for you to take it while you develop your full-time healthcare activity.*

*Increase the quality of your management with this training program and improve the Medical Management of Central Services.*



# 02 Objectives

The Postgraduate Certificate in Medical Management of Central Services offers in detail a cutting-edge training program, from an eminently practical point of view, at a time when accreditation of knowledge, including the latest trends in Leadership for Healthcare Services Managers, plays a fundamental role.







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*This training program will generate a sense of confidence in the performance of Medical Management of Central Services, and will help you grow professionally”*



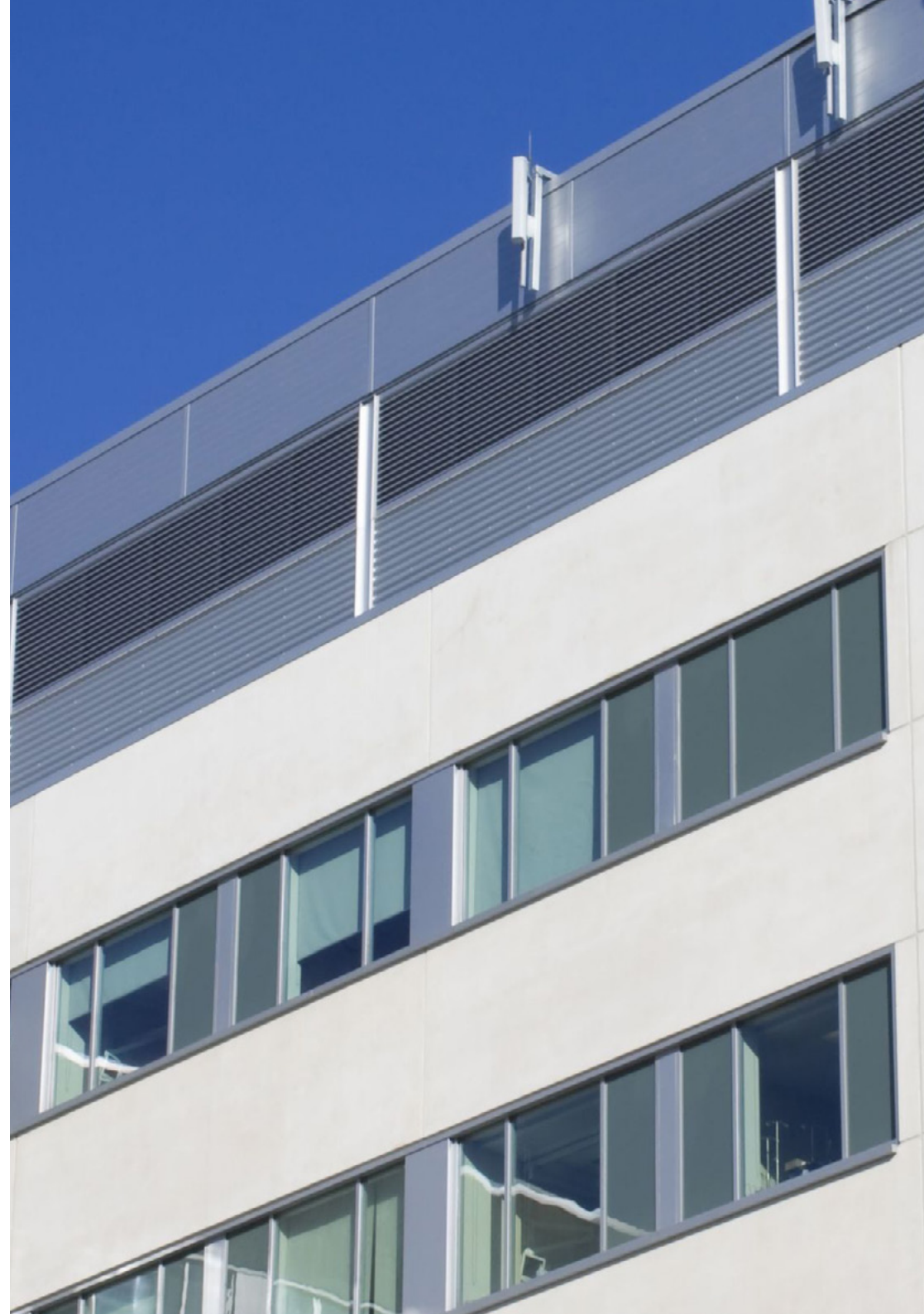
### General Objective.

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- Improve knowledge and professional skills in health management from a clinical management perspective, while becoming familiar with the practical methodological tools to be applied in the critical areas of health management, both institutional and everyday



*Make the most of this opportunity and take the step to get up-to-date on the latest developments in hospital and health service management”*





## Specific Objectives

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- ◆ Approach clinical management using the criteria of efficacy, efficiency, effectiveness, equity, performance and profitability, and problem solving through the appropriate use of information systems
- ◆ Describe the principles of clinical management that facilitate the planning, organization, management and assessment of a center, service or care unit
- ◆ Interpret, transmit and apply regulatory norms for the activities and functions of health professionals in clinical management in accordance with the legal framework of the health sector
- ◆ Recognize and learn how to apply and interpret health law to contextualize clinical practice in terms of professional and social responsibility, as well as the ethical aspects associated with health care

03

# Structure and Content

The structure of the contents has been designed by a team of professionals knowledgeable about the implications of clinical and care management training, aware of the relevance of current training and committed to quality teaching through new educational technologies.



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*This Postgraduate Certificate in Medical Management of Central Services, contains the most complete and up-to-date scientific program on the market”*

## Module 1. Managing Central Services

- 1.1. Admission and Clinical Documentation Service
  - 1.1.1. Admission and Bed Management
  - 1.1.2. Clinical Documentation: Medical Records
  - 1.1.3. Computerization and Digitization of Archives
  - 1.1.4. Transmission of Information and Reports
- 1.2. Radio Diagnostic Services Management
  - 1.2.1. Planning and Organization of the Diagnostic Radiology Service. Structure and Circuits
  - 1.2.2. Radiation Protection. Radiation Safety for Patients and Professionals
  - 1.2.3. Human and Material Resources. Differences Between Groups and Functions
  - 1.2.4. Technology in Diagnostic Radiology Services. Digitalization and Information Management
- 1.3. Laboratory Management
  - 1.3.1. Laboratory Organization and Operation. Physical Structure, Organization and Channels
  - 1.3.2. Laboratory Types: Biochemistry, Hematology, Microbiology, Anatomical Pathology, Genetics
  - 1.3.3. Human and Material Resources. Recommendations, Functions and Competencies. Technology
  - 1.3.4. Biological Sample Processing Techniques. Quality Standards
  - 1.3.5. Biosafety in Laboratories. Prevention of Biological and Chemical Risks
  - 1.3.6. Laboratory Waste Management. Classification and Disposal
- 1.4. Management of a Hospital and Primary Care Pharmacy
  - 1.4.1. Planning and Organization of Pharmacy Services. Physical Structure, Organization and Channels
  - 1.4.2. Management, Traceability and Single Doses. First aid Kit Units
  - 1.4.3. Human and Material Resources. Differences Between Groups and Functions
  - 1.4.4. Management of Outpatients in a Hospital Pharmacy
  - 1.4.5. Clean Rooms and Other Specialized Cabinets Within These Services
  - 1.4.6. Primary Care Pharmacy





- 1.5. Hospitality, Complementary and Voluntary Services Management
  - 1.5.1. Organization and Operation of Hospital Catering
  - 1.5.2. Complementary Services; TV, Patient Library, Hospital Clowns, Hospital Classrooms, etc
  - 1.5.3. Hospital Volunteering. Type, Benefits and Regulations. Plans for Promoting Volunteerism

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*A unique, key and decisive training experience to boost your professional development”*

04

# Methodology

This training program provides you with a different way of learning. Our methodology uses a cyclical learning approach: ***Re-learning***.

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the ***New England Journal of Medicine*** have ***considered it to be one of the most effective***.





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*Discover Re-learning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"*

## At TECH we use the Case Method

What should a professional do in a given situation? Throughout the program, students will face multiple simulated clinical cases, based on real patients, in which they will have to do research, establish hypotheses, and ultimately resolve the situation. There is an abundance of scientific evidence on the effectiveness of the method. Specialists learn better, faster, and more sustainably over time.

*With TECH you can experience a way of learning that is shaking the foundations of traditional universities around the world.*



According to Dr. Gervas, the clinical case is the annotated presentation of a patient, or group of patients, which becomes a "case", an example or model that illustrates some peculiar clinical component, either because of its teaching potential or because of its uniqueness or rarity. It is essential that the case is based on current professional life, trying to recreate the real conditions in the physician's professional practice.

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*Did you know that this method was developed in 1912 at Harvard for law students? The case method consisted of presenting students with real-life, complex situations for them to make decisions and justify their decisions on how to solve them. In 1924, Harvard adopted it as a standard teaching method”*

The effectiveness of the method is justified by four fundamental achievements:

1. Students who follow this method not only grasp concepts, but also develop their mental capacity by evaluating real situations and applying their knowledge.
2. Learning is solidly translated into practical skills that allow the student to better integrate into the real world.
3. Ideas and concepts are understood more efficiently, given that the example situations are based on real-life.
4. Students like to feel that the effort they put into their studies is worthwhile. This then translates into a greater interest in learning and more time dedicated to working on the course.



## Re-learning Methodology

At TECH we enhance the Harvard case method with the best 100% online teaching methodology available: Re-learning.

This University is the first in the world to combine the study of clinical cases with a 100% online learning system based on repetition, combining a minimum of 8 different elements in each lesson, a real revolution with respect to the simple study and analysis of cases.



*Professionals will learn through real cases and by resolving complex situations in simulated learning environments. These simulations are developed using state-of-the-art software to facilitate immersive learning.*

At the forefront of world teaching, the Re-learning method has managed to improve the overall satisfaction levels of professionals who complete their studies, with respect to the quality indicators of the best Spanish-speaking online university (Columbia University).

Over 250,000 physicians have been trained using this methodology, with unprecedented success in all clinical specialties regardless of surgical load. This teaching methodology is developed in a highly demanding environment, with a university student body of high socio-economic profile and an average age of 43.5 years.

*Re-learning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success.*

In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically.

The overall score obtained by TECH's learning system is 8.01, according to the highest international standards.



This program offers the best educational material, prepared with professionals in mind:



#### Study Material

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is really specific and precise.

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student.



#### Surgical Techniques and Procedures on Video

TECH introduces students to the latest techniques, the latest educational advances and to the forefront of current medical techniques. All of this in direct contact with students and explained in detail so as to aid their assimilation and understanding. And best of all, you can watch the videos as many times as you like.



#### Interactive Summaries

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge.

This exclusive multimedia content presentation training Exclusive system was awarded by Microsoft as a "European Success Story".



#### Additional Reading

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course.





#### Expert-Led Case Studies and Case Analysis

Effective learning ought to be contextual. Therefore, TECH presents real cases in which the expert will guide students, focusing on and solving the different situations: a clear and direct way to achieve the highest degree of understanding.



#### Testing & Re-Testing

The student's knowledge is periodically assessed and re-assessed throughout the program, through evaluative and self-evaluative activities and exercises: in this way, students can check how they are doing in terms of achieving their goals.



#### Classes

There is scientific evidence on the usefulness of learning by observing experts: The system termed Learning from an Expert strengthens knowledge and recall capacity, and generates confidence in the face of difficult decisions in the future.



#### Quick Action Guides

TECH offers the most relevant contents of the course in the form of worksheets or quick action guides. A synthetic, practical, and effective way to help students progress in their learning.



# 05 Certificate

The Postgraduate Certificate in Medical Management of Central Services guarantees you, in addition to the most rigorous and up-to-date training, access to a certificate issued by TECH Global University.





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*Successfully complete this training and receive your diploma without the hassle of travel or paperwork”*

This program will allow you to obtain your **Postgraduate Certificate in Medical Management of Central Services** endorsed by **TECH Global University**, the world's largest online university.

**TECH Global University** is an official European University publicly recognized by the Government of Andorra ([official bulletin](#)). Andorra is part of the European Higher Education Area (EHEA) since 2003. The EHEA is an initiative promoted by the European Union that aims to organize the international training framework and harmonize the higher education systems of the member countries of this space. The project promotes common values, the implementation of collaborative tools and strengthening its quality assurance mechanisms to enhance collaboration and mobility among students, researchers and academics.

This **TECH Global University** title is a European program of continuing education and professional updating that guarantees the acquisition of competencies in its area of knowledge, providing a high curricular value to the student who completes the program.

Title: **Postgraduate Certificate in Medical Management of Central Services**

Modality: **online**

Duration: **6 weeks**

Accreditation: **6 ECTS**



\*Apostille Convention. In the event that the student wishes to have their paper diploma issued with an apostille, TECH Global University will make the necessary arrangements to obtain it, at an additional cost.

future

health

confidence people

education information tutors

guarantee accreditation teaching

institutions technology learning

community commitment

**tech** global  
university

personalized service innovation

knowledge present

Postgraduate  
Certificate

Medical Management  
of Central Services

online training

development language

virtual classroom

- » Modality: online
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- » Certificate: TECH Global University
- » Credits: 6 ECTS
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