Postgraduate Diploma

Medical and Clinical Units Management

tech global university

Postgraduate Diploma
Medical and Clinical Units Management

» Modality: **online**
» Duration: **6 months**
» Certificate: **TECH Global University**
» Accreditation: **16 ECTS**
» Schedule: **at your own pace**
» Exams: **online**

Website: **www.techtitute.com/us/medicine/postgraduate-diploma/postgraduate-diploma-medical-clinical-units-management**

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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 Diploma is oriented to train Heads of Service and those responsible for the medical management of hospital centers, developing skills and techniques that promote the impulse of their leadership.

"*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 program 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 specialization 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 Diploma in Medical and Clinical Units Management** contains the most complete and up-to-date scientific program on the market. The most important features include:

- Analyze practical cases developed by experts in health management and other specialties. Its graphic, schematic and eminently practical contents, with which they are conceived, gather scientific and assistance information on those situations that occur on a regular basis in the hospital environment

- Presentation of practical workshops on procedures and decision making

- Algorithm-based interactive learning system for decision-making in the situations which are presented to the student

- Action protocols, where you can find the latest trends in health management

- All this will be complemented by theoretical lessons, questions to the expert, debate forums on controversial topics, and individual reflection assignments

- With a special emphasis on scientific methods and research methodologies in health management

- Content that is accessible from any fixed or portable device with an Internet connection

" *Increase your competencies in the approach to Medical and Clinical Units Management through this Postgraduate Diploma"*

This Postgraduate Diploma may be the best investment you can make in the selection of a refresher program for two reasons: in addition to train your knowledge as a Clinical Manager, you will obtain a certificate from TECH Global University"

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 carry out your full-time healthcare activity.

Increase the quality of your management with this training program and improve patient care.

It includes, in its teaching staff, a team of prestigious health management professionals, who pour into this specialization 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 physician with situated and contextual learning, i.e., a simulated environment that will provide immersive training programmed 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. For this reason, you will be assisted by an innovative, interactive video system created by renowned and experienced experts in the field of health management with extensive teaching experience.

02
Objectives

The Postgraduate Diploma in Medical and Clinical Units Management offers a cutting-edge specialization program, from a highly practical perspective, at a time when knowledge accreditation plays a fundamental role, and it includes the latest trends in Leadership for Healthcare Services Managers.

"This training program will generate a sense of confidence in the performance of medical direction and clinical management and will help you grow professionally"

General Objectives

- Analyze the theories and models of the organization and the way Welfare Systems work, focusing on their political, social, legal and economic foundations and their organizational structure

- 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

- 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

- Show and value advanced initiatives and experiences in clinical and health management

Specific Objectives

- Describe, compare and interpret the characteristics and performance data of different healthcare models and systems

- Apply the essential concepts and methods of planning, organization and management of health institutions

- Contextualize the care and medical division in the interdisciplinary team and learn about the new challenges of the health sector

- Understand, 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

- Understand and learn how to carry out an economic analysis of how health institutions operate and the economic behavior of the agents involved in health systems

- Incorporate the fundamental concepts of economic evaluation techniques and tools applied in management practice within health systems

- Analyze and apply techniques, styles and methods to define, guide and lead professional talent management policies in health institutions

- Within a clinical context, recognize, apply and learn how to assess the usefulness of different leadership and management tools in that can also be applied to the context of healthcare practice

- Develop the ability to analyze different health benefits

With this program you will be able to better manage resources, lead people and improve procedures in your healthcare institution"

03
Structure and Content

The structure of the curriculum has been designed by a team of professionals knowledgeable about the implications of medical specialization in clinical management; aware of the relevance of current training and committed to quality teaching through new educational technologies.

This Postgraduate Diploma in Medical and Clinical Units Management contains the most complete and up-to-date scientific program on the market"

Module 1. Medical and Welfare Management Department in the Health System

1.1. Classical Medical Management vs. Welfare Management

    1.1.1. Structure and Content of Health System Governing Bodies. Current Organization Charts and Future Alternatives

    1.1.2. Doctors in Managerial Positions: From Board Members to Welfare Directors and Managers, Including General Management

    1.1.3. Preparation and Value Contribution

    1.1.4. Medical Division: Critical Areas

    1.1.5. Different Organizational Structures within the Medical Division

1.2. Management Information Systems and Electronic Medical Records

    1.2.1. Control Panels

    1.2.2. Electronic Medical Records

    1.2.3. Assisted Prescription Systems

    1.2.4. CMBD, ICD

    1.2.5. Other Useful Information Systems in Health Management

1.3. Care Continuity: Primary Care, Hospital Care and Social Health Care Integration

    1.3.1. Welfare Continuity in the Care Process. Integrated Welfare Processes

    1.3.2. Moving Towards a Socio-healthcare Model

1.4. Bioethics and Humanization in Medical Practice

    1.4.1. Bioethical Principles

    1.4.2. Ethics Committees in Health Organizations

    1.4.3. Humanization of Health Care

1.5. Medical and Welfare Management: Relations with the Nursing Division

    1.5.1. Tools for Knowledge Management in Clinical and Welfare Management

    1.5.2. Medical and Welfare Management: Relations with the Nursing Division

1.6. Public Health, Promotion of Health and Health Education for Welfare Directorates

    1.6.1. Public Health Concept and Scope

    1.6.2. Promotion of Health and Heath Education

    1.6.3. Types of Prevention Programs

Module 2. Managing Special and Hospitalization Services

2.1.   Emergency Services Management

    2.1.1.   The Emergency Department. Physical Structure, Organization and Circuits

    2.1.2.   Emergency Patient Care. Circuits and Triage

    2.1.3.   Human and Material Resources. Calculations

    2.1.4.   Management of Observation and Short Stays in the Emergency Department

    2.1.5.   Pre-admission and Early Discharge Units

    2.1.6.   Feasible Improvements: Queue Management and Patient Traceability

    2.1.7.   Citizen Information in Casualty and Emergencies

2.2.   ICU Management

    2.2.1.   ICU. Physical Structure, Organization and Circuits

    2.2.2.   Human Resource Allocation. Standards. ICU Nurse Competencies

    2.2.3.   Material Resources: Technology and Equipment. Monitoring

    2.2.4.   Transplant Management. Transplant Patient Care. Transplant Team. Transplant Coordination

    2.2.5.   Safety Management in ICU. Zero Bacteriemia Project

    2.2.6.   Humanization in ICUs

2.3.   Surgical Unit Management

    2.3.1.   The Surgical Unit. Physical Structure, Organization and Circuits. Restrictions

    2.3.2.   Coordination of Operating Rooms. Surgical Performance and Operation Indicators. Surgical Scheduling

    2.3.3.   Improving Performance

    2.3.4.   Human Resource Calculation in a Surgical Unit

    2.3.5.   Material Resource Calculation: Operating Room Technology and its Maintenance

    2.3.6.   Safety Management in ICU. Surgical CHECK LIST. Surgical Hand Scrubs

    2.3.7.   Asepsis and Sterilization in Operating Rooms. Environmental Monitoring of the Operating Room

2.4.   Management of Hospital Admission Units

    2.4.1.   Clinical Unit Management. Physical Structure, Organization and Circuits

    2.4.2.   Patient Admission and Humanization of Inpatient Care

    2.4.3.   Human Resources in Inpatient units

    2.4.4.   Material Resources: Health Material and Technology

2.5. Other Units or Special Services

2.5.1. Other Units or Special Services. Physical Structure, Organization and Circuits

2.5.2. Hemodynamic Units. Physical Structure, Organization and Circuits

2.5.3. Stroke Units. Physical Structure, Organization and Circuits

2.5.4. Pain Management Units. Physical Structure, Organization and Circuits

Module 3. Managing Central Services

3.1. Admissions and Clinical Documentation Services

3.1.1. Admissions and Bed Management

3.1.2. Clinical Documentation: Medical Record Files

3.1.3. Computerization and the Digitalization of Records

3.1.4. Transmission of Information and Reports

3.2. Management of Diagnostic Radiology Services

3.2.1. Planning and Organization of the Diagnostic Radiology Service. Structure and Circuits

3.2.2. Radiation Protection. Radiation Safety for Patients and Professionals

3.2.3. Human and Material Resources. Differences between Collectives and Functions

3.2.4. Technology in Diagnostic Radiology Services. Digitalization and Information Management

3.3. Laboratory Management

3.3.1. Laboratory Organization and Operation. Physical Structure, Organization and Circuits

3.3.2. Laboratory Types: Biochemistry, Hematology, Microbiology, Pathology, Genetics

3.3.3. Human and Material Resources. Recommendations, Functions and Competencies. Technology

3.3.4. Biological Sample Processing Techniques. Quality Standards

3.3.5. Biosafety in Laboratories. Prevention of Biological and Chemical Risks

3.3.6. Laboratory Waste Management. Classification and Disposal

3.4. Hospital and Primary Care Pharmacy Management

3.4.1. Planning and Organization of Pharmacy Services. Physical Structure, Organization and Circuits

3.4.2. Management, Traceability and Single Doses. First Aid Kits

3.4.3. Human and Material Resources. Differences between Collectives and Functions

3.4.4. Outpatient Management in a Hospital Pharmacy

3.4.5. Clean Rooms and Other Special Chambers within these Services

3.4.6. Primary Care Pharmacy

3.5. Hospital Catering Management, Complementary Services and Volunteering

3.5.1. Organization and Operation of Hospital Catering

3.5.2. Complementary Services; TV, Patient Library, Hospital Clowns, Hospital Classrooms, etc

3.5.3. Hospital Volunteering. Type, Benefits and Regulations. Plans to Promote Volunteering

Module 4. Management of Transversal and Primary Services

4.1. Primary Health Care

4.1.1. Legislation and Regulatory Decrees. Basic Welfare Structures. The Welfare Center and Primary Care Team. Planning, Organisation, and Operation

4.1.2. PA Resolution Capacity. Scientific Evidence of its Capacity. EAP Performance Indicators

4.1.3. Community Care: Health Programs

4.1.4. Emergency and Continuous Care. PAC Model and Special Emergency Services Model

4.2. Clinical Management in Primary Care

4.2.1. PA Management Models. Traditional Direct Management Model

4.2.2. PA EBAS Self-management Models

4.2.3. Coordination with Specialist Care and Social Services. Referral and Care Continuity

4.2.4. Home Care in Primary Care

4.2.5. Special Tests in Primary Care

4.3. Complex and Chronic Patient Management

4.3.1. Chronic Care Model and Population Stratification. Kaiser Permanente

4.3.2. Management of Population Groups at Risk. Management of Complex and/or Chronic Diseases at Home

4.3.3. Chronicity, and Health and Social Care

4.4. Experiences in Patient Empowerment: Active Patients, School of Patients

4.4.1. Active Patient Model. Stanford University

4.4.2. Self-care Education Program. International and Spanish Experiences

4.4.3. Patient Schools

4.4.4. Patient Empowerment and Nursing Input

Module 5. Managing Outpatients Services

5.1.   Outpatient Services Management. Day Hospitals and Outpatient Clinics
    5.1.1.   Organization and Operation of the Medical Day Hospital
    5.1.2.   Management of the Surgical Day Hospital
    5.1.3.   Management of the Oncology and Hematology Day Hospital
    5.1.4.   Management of Outpatient Clinics and Specialty Centers

5.2.   Out-of-Hospital Emergency Management
    5.2.1.   Historical Development. Models
    5.2.2.   Emergency Coordination Centers. EMUs and Mobile ICUs
    5.2.3.   Human Resources and Skills. Team Involved
    5.2.4.   Casualty and Emergency Quality Indicators. Coordination with the Rest of Assistance Network Devices
    5.2.5.   Disaster and Emergency plans. Managing a Disaster

5.3.   Home Care: Models
    5.3.1.   Hospital-at-Home Types and Concepts
    5.3.2.   Patient Selection Criteria
    5.3.3.   Calculation and Management of Human and Material Resources
    5.3.4.   Palliative Care at Home. Techniques and Patient Selection
    5.3.5.   Family Support and Bereavement Management
    5.3.6.   Managing Primary Caregiver Overload. Family Claudication

5.4.   Other Outpatient Care Services. Mental Health, Addictive Behavior and Social Work
    5.4.1.   Adult, Child and Adolescent Mental Health Units
    5.4.2.   Addictive Behavior Units
    5.4.3.   Occupational Therapy and Social Work

A unique, key and decisive master's degree experience to boost your professional development"

04

Methodology

This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: **Relearning.**

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.

Discover Relearning, 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 will experience a way of learning that is shaking the foundations of traditional universities around the world.
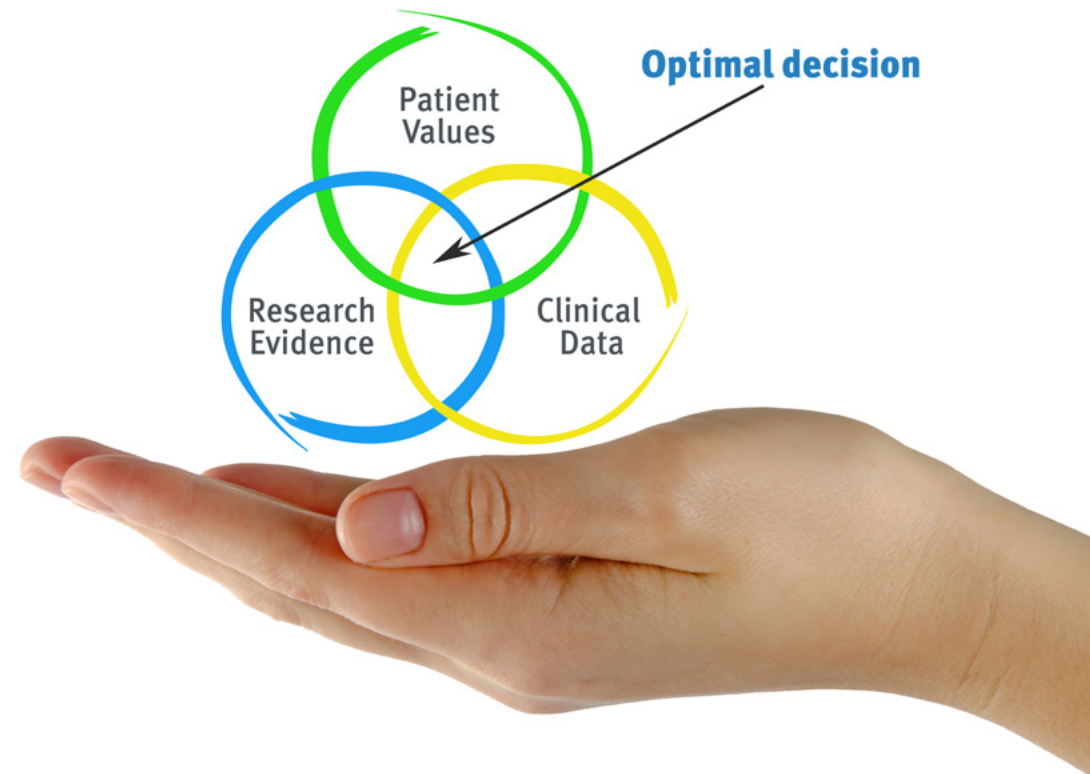
According to Dr. Gérvas, the clinical case is the annotated presentation of a patient, or group of patients, which becomes a "case", an example or model that illustrates some peculiar clinical component, either because of its teaching power or because of its uniqueness or rarity. It is essential that the case is based on current professional life, trying to recreate the real conditions in the physician's professional practice.

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 achieve the assimilation of concepts, but also a development of their mental capacity, through exercises that evaluate real situations and the application of 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.

Relearning Methodology

At TECH we enhance the case method with the best 100% online teaching methodology available: Relearning.

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 mere 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.

01 learning from evidence

02 relearning from evidence

03 testing

04 learning from an expert

05 neurocognitive context dependent learning

06 Von-Restorff effect

07 case based learning through storytelling

08 competencies testing (retesting)

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

With this methodology, more than 250,000 physicians have been trained with unprecedented success in all clinical specialties regardless of surgical load. Our pedagogical methodology is developed in a highly competitive environment, with a university student body with a strong socioeconomic profile and an average age of 43.5 years old.

Relearning 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 highly 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 educational system for presenting multimedia content 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.

20%

15%

15%

3%

20%

17%

7%

3%

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 & Retesting

We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals.

Classes

There is scientific evidence on the usefulness of learning by observing experts. The system known as Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions.

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 Diploma in Medical and Clinical Units Management guarantees you, in addition to the most rigorous and up-to-date specialization, access to a certificate issued by TECH Global University.

Successfully complete this specialization and receive your certificate without travel or laborious paperwork"

This private qualification will allow you to obtain a **Postgraduate Diploma in Medical and Clinical Units Management** 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** private qualification 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 Diploma in Medical and Clinical Units Management**

Modality: **online**

Duration: **6 months**

Accreditation: **16 ECTS**

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tech global university

Mr./Ms. _____, with identification document _____ has successfully passed and obtained the title of:

Postgraduate Diploma in Medical and Clinical Units Management

This is a private qualification of 480 hours of duration equivalent to 16 ECTS, with a start date of dd/mm/yyyy and an end date of dd/mm/yyyy.

TECH Global University is a university officially recognized by the Government of Andorra on the 31st of January of 2024, which belongs to the European Higher Education Area (EHEA).

In Andorra la Vella, on the 28th of February of 2024

Dr. Pedro Navarro Illana
Dean

This qualification must always be accompanied by the university degree issued by the competent authority to practice professionally in each country.   Unique TECH Code: AFWORD23S   techtitute.com/certificates

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*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.

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