



CANBERRA
SCHOOL



Course



Professional Skill Development Programme in Hospital Management

Programme Overview

Bridge the worlds of healthcare and management with this dynamic programme. Learn how hospitals function behind the scenes and gain the skills needed to coordinate services, optimize operations, and support medical professionals – all while enhancing the patient experience.

This course is ideal for those looking to lead, manage, and grow within the healthcare sector.

Key Skills You'll Master

- 
- Hospital administration & workflow coordination
 - Front office & call center management
 - Inventory & supply chain support
 - Interpersonal communication & conflict handling
 - Patient admission, discharge & billing procedures
 - Medical records management & data entry
 - Quality assurance in healthcare delivery

Beyond the Desk: Value-Added Training

- *IELTS Coaching* – Global opportunities in hospital admin
- ◆ Public speaking & interview preparation
- ◆ Professional attire & business communication
- *Personal Development Training:*
- ◆ Stress handling in healthcare environments
- ◆ Leadership & decision-making skills

Career Opportunities

- ◆ Hospital Front Office Executive
- ◆ Medical Records Manager
- ◆ Hospital Admin Coordinator
- ◆ Admission & Billing Officer
- ◆ Healthcare Call Center Staff
- ◆ Quality & Patient Relations Officer

Where Can You Work?

- ◆ Super Specialty Hospitals
- ◆ Rehabilitation & Nursing Homes
- ◆ Health Tech Startups & Admin Support Firms
- ◆ Health Training Institutes
- ◆ Clinics & Diagnostic Centres
- ◆ Medical BPOs & Call Centres
- ◆ Healthcare Training Institutes

Who Can Apply?

- 10th or 12th Pass
- Graduates from any stream

Get in Touch!

☎ 8281 93 1313
8281 94 1313

📍 Canberra School of Allied health and heal Pavana House, KP Vallon Road Near silverline Hospital, Kadavanthra, Kochi, Pin: 682020



EMPOWERING *THE FUTURE OF HEALTHCARE*

GET IN TOUCH!



8281 93 1313
8281 94 1313



Canberra School of Allied health and heal
Pavana house, KP Vallon Road
Near silverline hospital, Kadavanthra
Kochi - 682020



hello@canberraschoolindia.com



www.canberraschoolindia.com

Follow us!

