



Admissions 2015-2016

PROSPECTUS OF DIPLOMA IN HEALTH ADMINISTRATION

This 37 weeks course is designed to meet the needs of those currently employed in a managerial capacity in a Private or Public health care sector institutions, medium or large institutions, and the administrators in community health, long-term care, primary care, multi-service centers, and community health boards. The program provides a conceptual background for the increasingly complex managerial tasks performed in healthcare institutions and equips the students with the expanded skills and competencies that will enable them to efficiently manage and lead in their individual health care organizations and to succeed in their careers.

This course is jointly run by the School of Health and Systems Studies (SHSS), TATA Institute of Social Sciences, Mumbai and the RUHSA Department, Christian Medical College, Vellore.

PROGRAM OBJECTIVES:

1. To orient the professionals about the current health service systems and recent developments in health sector in the country.
2. To enhance capacity to plan and effectively implement health interventions at various levels.
3. To develop skills in managing resources such as human, material and financial resources to manage the organizations more efficiently.
4. To enhance skills related to effective communication, networking, advocacy and inter-sectoral coordination.

COURSE RECOGNITION

Programme is approved and accredited by the Academic Council of School of Health System Studies, Tata Institute of Social Sciences, Mumbai

ELIGIBILITY CRITERIA

- Graduate (Medical, Management & Public Health degree) with 1 year work experience (those with post graduate qualification work experience is not required) and currently working in a health care organization.
- Sponsored candidates with scholarship will be given the first preference, followed by sponsored candidates without scholarship and Self financed individuals

No. of Seats: 20

SELECTION PROCESS: Written test and Interview

COURSE DURATION:

37 weeks: 2 Semesters of 17 weeks each and 3 weeks holidays

Structure and content of the PGDHA Programme

Semester 1	Course title	Credits	Duration
DHA 1	Social and Behavioral Science Perspectives on Health	2	2 weeks
DHA 2	Community Health	2	2 weeks
DHA 3	Principles of Health Service Management and Organizational Behavior	2	2 weeks
DHA 4	Health Policy and Planning	2	2 weeks
DHA 5	Research Methodology	2	2 weeks
DHA 6	Health Care Financing	2	2 weeks
Internship 1	Concurrent internships	6	3 weeks
	Exam		2 weeks
	Vacation (Diwali-1 week, Christmas- 2 weeks)		3 weeks

Semester 2	Course Title	Credits	Duration
DHA 7	Gender, Health and Rights	2	2 weeks
DHA 8	Health Management Information System	2	2 weeks
DHA 9	Human Resources Management	2	2 weeks
DHA 10	Materials Management	2	2 weeks
DHA 11	Financial Accounting	2	2 weeks
DHA 12	Health Education and Communication	2	2 weeks
Internship 2	Concurrent Internships	6	3 weeks
	Exam		2 weeks
	A term paper of at least 4000 words	4	
	Total credits (DHA)	40	37 weeks

METHODOLOGY

In-classroom lectures, Discussions, Group work / presentations, Field visits, Case studies, Simulation games, Journal reviews, Practical's, Demonstrations, Portions of some courses involve Teleconferencing with TISS

RESOURCES:

1. Infrastructure

- Class room
- Conference room with Teleconference facility
- Library facility
- Accommodation
- Recreation club

2. Ongoing health and development programmes



Accommodation



Canteen



Training Hall

PROGRAMME COST AND PAYMENT OF FEES

S.No	Particulars	Cost
1	University Fee	5,000
2	Course fee	30,000
3	Administrative expenses	6,600
4	Infrastructure facilities	1,300
5	Accommodation	3,000 per month
6	Food Expenses	As per existing rates applicable

ADMISSION PROCEDURE

Requests for application forms by mail can sent to: ruhsa.cert@cmcvellore.ac.in and by post to the below mentioned address. The filled in application should be sent along with DD for Rs.500/- drawn in favor of “CMC Vellore Association” payable at Vellore and posted to the address given below:

ADMISSION TIME TABLE 2015

S.No.	Details	Dates
1.	Application issue start date	6 th April 2015
2.	Last date for submission of filled application	15 th June 2015
3.	Call list for Special test & interview	30 th June 2015
4.	Special test & interview	27 th July 2015
5.	Selection Results & Registration	28 th July 2015
6.	Classes begin	29 th July 2015

FOR FURTHER DETAILS CONTACT

The Head

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