



**Institute of Strategic Research and  
Studies for Nile Basin Countries**

## **Advanced Training Program**

**On**

# **“Hospital Management and Health Care Services for Nile Basin Counties”**

**4<sup>th</sup> – 15<sup>th</sup> March, 2018**

**Organized by**

**Institute of Strategic Research and Studies for Nile Basin  
Countries, Fayoum University, Egypt**

**In Collaboration with**

**Egyptian Agency of Partnership for Development (EAPD)**

## **1. Training Program Outline**

### **1.1 Title**

Hospital Management and Health Care Services for Nile Basin Counties

### **1.2 Duration**

Two weeks from March 4<sup>th</sup> – 15<sup>th</sup>, 2018.

### **1.3 Invited Countries**

Attention will be given to participants from the Nile Basin Countries. However, other African countries will also be considered.

## **2. Background of the Program**

For Africa, especially Nile Basin States, to achieve better potentials, improving health must be a top priority. Health care systems face many challenges and most Africans depend on public health services that are hobbled by inadequate budgets, under-investment in physical infrastructure, and insufficient number of trained health care providers. Training of providers with administrative role in health care is the cornerstone for initiating change and leading improvement. This “Hospital Management and Health Care Services for Nile Basin Counties”, planned to be held from 4<sup>th</sup> to 15<sup>th</sup> March 2018, is designed for building capacity of health care professionals in Africa. The trained participants are expected to lead the change in their countries.

## **3. Training Program objectives**

**The main objectives of the training program are:**

- The participants enrolled in the course are competent to be the management team of health facilities in their respective countries.
- The participants be capable to organize health facilities after the learning process in the course and the exposure to hospital management practice.

## **4. Expected Outputs**

- Train 20 trainees from Nile Basin Countries in the field of “Hospital Management and Health Care Services for Nile Basin Counties”.
- Trainees will also be prepared to be trainers and knowledge transfer agents in their local communities.
- The trainees will receive a class-based training in addition to successful training program materials in their countries.
- The trainees understand important definitions and conceptual framework related to "Hospital Management" through theoretical training including communications, giving briefing and making presentations in the workplace, leadership, human resource control, performance, decision-making process and information control.

- The trainees are well exposed to the concept of "Quality" through theoretical study and exercises on TQM, performance improvement, planning methods.
- The trainees are well trained in practical simulation of "Laboratory management" or similar activity as an entry point of hospital management.
- The trainees understand the implications of "Strategic Management" framework for strengthening practical managerial practice as a leading manager at health facility.
- The trainees acknowledge the concept and practice of 5-S (Sort, Set, Shine, Standardize and Sustain) principles for his or her management tool in routine hospital management.

### **5. Training Program Activities**

- The "Hospital Management and Health Care Services for Nile Basin Counties" training material (power point presentations and text).
- Class-based training including group applications.
- Field visits to a successful agribusinesses Farm in Egypt.

### **6. Tentative Curriculum of the Program**

A tentative curriculum will be covered by the following modules and workshops as follows:

#### **MODULE I: BASICS OF HOSPITAL MANAGEMENT.**

1. Principles of Management in Health Care Organization
2. Organizational Behavior in Health Care.
3. Introduction to Accounting and Finance in Health Care Organization.
4. Marketing Health Care Services.
5. Biostatistics.

#### **MODULE II: APPLICATIONS OF HOSPITAL MANAGEMENT.**

1. Management of Human Resources Management of Health Care Institutions.
2. Quality System in Health Care Organization.
3. Management Strategies for Health Care Institutions.

### **7. Description of the Implementing Agency**

Fayoum University was established in 1983 as a branch of Cairo University. In 2005 the university was separated as an independent university according to the Presidential decree number (48). Fayoum University includes 17 faculties and one institute: Faculties of Education, Agriculture, Engineering, Social Work, Arabic Sciences, Science, Tourism & Hotels, Diversified Education, Archaeology, Medicine, Arts, Informatics & Computer Sciences, Kindergarten, Nursing, Dentists, Law, Sports Education and Institute of Strategic Research and Studies for Nile Basin Countries. The university embraces around 25 thousand students and about two thousands of teaching

staff members. The Institute of Strategic Research and for Nile Basin Countries and the Faculty of Medicine and Faculty of Nursing will take the main part in organizing this project. However, it is expected that there will be contributions from other departments from faculties of Tourism and Hotel and from other faculties as well.

The Institute of Strategic Research and Studies for Nile Basin Countries is a recently established institute; however, it's engaged in several activities including 7 postgraduate diplomas, MSc and very soon PhD program in several disciplines.

## **8. Related Information**

Prospects of further plans and actions/ Expected funding resources for the Project:  
The Institute of Strategic Research and Studies for Nile Basin Countries is currently taking action to develop MSc and PhD programs targeting the development needs of Egypt as well as Nile Basin Countries.

## **9. Global Issues (Gender, Poverty, Climate change, etc.)**

Special consideration will be given to gender issues, i.e. share of female candidates in every course will be at a minimum of 40%. Poverty alleviation will be the focus of most of the materials and discussions.

## **10. Beneficiaries**

Direct beneficiaries include 20 trainees from Nile Basin Countries working in hospital management and health care services; we will consider a significant variation while selecting the trainees. As well as many other indirect beneficiaries, based on variation of trainees, to have good results and a change in the target areas.

## **11. Qualification of the applicants**

The criteria should be considered to select the candidates:

- 1- The age should preferably be from 30-40.
- 2- The candidate must have at least a bachelor (BSc) degree in a discipline relevant to the subject of the training program.
- 3- The candidate should be working at the same discipline "Hospital Management and Health Care Services".
- 4- The candidate should be fluent in English Language.

## **12. Accommodations**

Free Accommodation including food will be offered during the course, in addition to the recreational activities and field trips.

### **13. REGULATIONS**

Participants are required to:

- Observe strictly the course schedule.
- Not to extend the training period and return to their home country immediately after the completion of the course, according to the trip schedule designated by the course organizers.
- Not to leave Egypt during the course (Not to return to their country or go to another country except for the case of humanity).
- Not to bring any member of their family.
- Carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government in respect of the training.
- Observe the rules and regulations of the training institutions or establishment in which participants undertake training.
- Refrain from engaging in political activities, or any form of employment for profit or gain.
- Discontinue the course, should he/she fall seriously ill and considered unable to continue the training or commit an import act.

### **14. RECREATIONAL & SOCIAL ACTIVITIES**

The weekends of the Course duration will be assigned for scheduled cultural visits to important monuments in Cairo and Fayoum including Pyramids, Sphinx and the Egyptian Museum.

### **15. DEPARTURE INSTRUCTION & GENERAL ORIENTATION**

#### **▪ General instructions:**

- **Pre-departure instructions for the participants:** Participants are requested to report in person to the Egyptian diplomatic mission in their own country in order to complete the necessary procedures and obtain pre-departure instructions.
- **Visa:** Before leaving country of residence, participants should obtain a visa for entry to Egypt. Visas will be issued by the Egyptian diplomatic missions in their country.
- **Air-ticket:**
- Participants will be provided with a round trip air tickets from their home countries to Cairo International Airport.

- Participants are requested to arrive in and to leave Egypt on the dates designated for the course.
- The dates will be finally confirmed by the air-tickets sent to the participants.
- All flight routes included in the provided air-tickets are Final.
  - **Photographs:** For administrative purposes, participants are requested to bring along with them three (3) copies of a recent photograph (passport size).
  - **Airport:** At Cairo International Airport, an assistant will be present to meet and assist the participant, and to arrange his/her transportation from Cairo to Fayoum (about 95 km).
  - **Incidental Expenses:** Participants are advised to carry some cash in US dollars for incidental expenses during their trip to Egypt and upon their arrival.
  - **Climate:** Weather in Egypt in March is warm and it is considered a highly recommended time to come and visit Egypt. Average temperature during the day is about 25-30 degrees and a low of 15-20 degrees at night.
  - **Currency:** Egyptian Pound (LE) and it changes according to the prevailing rate.
  - **Working days:** The official day off in Egypt is Friday; however, most of the institutions and governmental offices including banks are closed on Friday and Saturday.

## **16. CORRESPONDENCE**

**For inquires and further information, please contact:**

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## **17. Deadline and other instructions**

- Deadline to submit completed application is Thursday 18 January 2018.
- Applications received after this date will not be considered.
- Completed Applications are to be sent through the Egyptian Embassy in the participant's respected country. Also it can be sent via email to: [inssr@fayoum.edu.eg](mailto:inssr@fayoum.edu.eg) & [maa06@fayoum.edu.eg](mailto:maa06@fayoum.edu.eg) (along with the other required documents indicated above).

## **18. Required Documents**

- Certified English translated scanned copy Bachelor or Master degree/diploma.
- Certified English translated scanned copy Bachelor or Master transcript/grades.
- CV/Resume in English.
- Proof of English proficiency, if any.
- Motivation letter.
- Copy valid passport.