

## Training Requirement 2010 - 2012

### Area of Training

Advisory Office: Ministry of health and Family								Date:		
Contact Person: Aminath Saeed    Designation: Deputy Director General								Tel: 3304986		
			Status		Year					
Overall	Course	Level	No. trained in service	No. being trained	2010	2011	2012	Office	Preferred Institute	Training Required
Priority										Local    OS
<b>INTERNATIONAL RELATIONS DIVISION</b>										
1	Health Administration and Management	Degree			1	1		MOHF		*
1	International Relations	Degree			1			MOHF		*
1	Project Management	Diploma			1			MOHF		*
1	Human Resource Management	Diploma			1			MOHF	MAPS	*
1	Information Technology	Degree			1			MOHF		*
1	Business Administration	Degree				1		MOHF		*
1	Human Resource Management	Degree					1	MOHF		*
1	International Conventions	-						MOHF		*
1	Aid and grant management	-						MOHF		*
2	Business Administration	Masters				1		MOHF		*
3	International Relations	-				1		MOHF		*
3	Project Management	-					1	MOHF		*
3	Business Management	-					1	MOHF		*
3	Management	PHD						MOHF		*
3	Communication	-						MOHF		*

<b>FINANCE DIVISION</b>											
1	ACCA Part 2							MOHF			*
1	CAT							MOHF			*
1	Diploma in Accounting AAT	Diploma						MOHF			*
2	Certificate in Computing	Certificate						MOHF			*
2	Office Management							MOHF			*
2	Computing (microsoft office, graphics)							MOHF			*
3	Financial Management							MOHF			*
3	National Accounts							MOHF			*
3	Health Care Financing							MOHF			*
3	Course on Public Private Partnership							MOHF			*
<b>PERSONNEL DIVISION</b>											
1	ABE Certificate in Human Resources Management	Certificate	1		1	1	1	MOHF	Clique	*	
2	ABE Diploma in Human Resources Management	Diploma	1		1	1		MOHF	Clique	*	
3	Human Resource Management	Degree	1			1	1	MOHF	Open Universit		*
4	Human Resource Management	Masters				1		MOHF	Open Universit		*
<b>DECISION SUPPORT DIVISION</b>											
Statistics Section											
1	Health Statistics / Bio Statistics	Certificate			1			MOHF			*
1	Database Management	Certificate	1		1	1	1	MOHF			
1	Web based applications (database)	Certificate			1		1	MOHF		*	
2	Advance Diploma in applied statistics	Diploma	1		1		1	MOHF		*	
3	Medical Terminology and ICD coding	Certificate	2		1	1		MOHF		*	*
3	Medical Record Training	Certificate				1	1	MOHF		*	*
Research Section											

1	Research Methodology		1		1	1		MOHF			*
	Health Research and Data Analysis				1		1	MOHF			*
3	Advance Project Management	Certificate				1	1	MOHF	FEC	*	
Health Accounts Section											
1	Diploma in Accounting AAT or CAT	Diploma			1	1		MOHF		*	
<b>ADMIN DIVISION</b>											
1	Accounting Technician	Certificate				1		MOHF			
1	Building Construction	Diploma			1			MOHF			
1	Data Process	Diploma				1		MOHF			
1	Human Resource Management	Degree					1	MOHF			
1	Information Technology	Masters				1		MOHF			
1	Business Administration	Degree			1			MOHF			
1	Construction Management	Diploma				1		MOHF			
2	Human Resource Management	Diploma				2		MOHF			
2	Civil Engineering	Degree			1			MOHF			
3	Business Administration	Diploma				1		MOHF			
<b>QI DIVISION</b>											
1	Root cause analysis	STT			2			MOHF		*	
1	Development of Standard and Guidelines	STT			1	1		MOHF		*	
1	Training on Monitoring and Hospital Auditing	STT			2			MOHF		*	
1	Bio Ethics and Medical Law	Degree			1			MOHF		*	
1	Clinical hospital auditors	STT			2			MOHF		*	
2	Alternative Medicine	Diploma/Degree				1		MOHF		*	
2	Hospital Accreditation	STT			1	1		MOHF		*	
2	Quality Management	Diploma/Degree			1	1		MOHF		*	
3	Development of Regulations	STT				1	1	MOHF		*	
3	Chinese Medicine	Diploma/Degree					1	MOHF		*	
<b>POLICY DIVISION</b>											
1	Strategic plan formulating training	Certificate			2			MOHF	PSD	*	

