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# SUBHAS BOSE INSTITUTE OF HOSPITAL MANAGEMENT

# Prinicipal Speak:

Discover Subhas Bose Institute of Hospital Management, and discover yourself. Whether you're seeking that classic, diverse, big-time Institutional experience, or looking for a stellar education in a more close-knit setting. Whether you want to change the world or just find out where you belong in it, you'll find a home at SBIHM.

It is my pleasure to welcome you to the Subhas Bose Institute of Hospital Management, the School of Healthcare Management. At SBIHM, academics are about personal achievement, cutting edge discovery, and community involvement. We're a big institute with countless opportunities to explore your interests. Here, undergraduate, graduate and masters students, professional and lifelong learners like encounter a diverse array of educational and research opportunities, delivered by world – class faculty.

We will strive to provide you with a learning environment that is challenging, yet supportive of your personal interests and needs. We want you to succeed while you are here and, equally important, we want to prepare you for the challenges of a global career. As Group Director of SBIHM it is a privilege to guide students in their professional and personal development during their whole study journey at our campus. Our new age learning system guides our students towards the affluent path, so that the spirit of professionalism can be instilled in them.

Ever since its inception, the Subhas Bose Institute of Hospital Management has led the Hospital or Healthcare industry with teaching and generating new knowledge for this industry. As an epitome of modern education, we lay emphasis on 'learning' in the truest sense of the term. The modern world is undergoing a profound transition predominantly shaped by globalization, economic change and industrialization. This transformation, in turn, possess new challenges for the students or more specifically for the future leaders which requires a strong commitment in their work, courage, sincerity and above all an enthusiasm to create a better world.

Bidisha Sarkar Group Director

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#### **ABOUT SBIHM:**

Subhas Bose Institute of Hospital management (SBIHM) was established in the year under the affiliation of "Maulana Abul Kalam Azad University of Technology" i.e.MAKAUT (formerly known as WBUT). SBIHM is one of the best and foremost educational organization focusing straightway to the professional education in the field of Hospital and Healthcare Sector.

The college campus is situated on a large greenery area in the heart of the city Kolkata at Newtown. Being an age-old educational institute, SBIHM has tied up with different multispecialty and superspecialist Hospitals, Medical Research Unit and other healthcare organisation of the country and abroad for proper training to the students and their successful placement.

As one of the leading comprehensive hospitality institution in the nation, SBIHM, the oldest hospitality institute of the country, has the threefold mission of

- providing instructional needs of undergraduate, graduate and masters students through its continuous education programs.
- conducting several innovative research, that contributes to the medical, environmental, social, and cultural well-being of the state, as well as aiding the economy and the state's businesses and industries.
- performing public service in support of the needs of the residents of the state and its local, county, and state governments.

SBIHM is dedicated to teaching that meets the highest standards of excellence, to conducting research that breaks new ground, and to providing services, solutions, and clinical care that help individuals and the local, national, and global communities where they live.

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# Why SBIHM....?

# • Ideal Location in the Heart of Kolkata City

Subhas Bose Institute of Healthcare Management prepares each students to excel within and address the challenges facing the modern-day healthcare industry. Students will not only learn how to comprehensively assess the diverse sectors of this industry and design solutions for its future, but also build their skills through hands-on experience worldwide. Rooted in a global perspective, our curriculum examines hospitality standards and best practices across the globe.

# • Full Swing Bachelor/ Master/ Diploma of Hospital Management Degree with compulsory internship training program...

SBIHM has designed one of the fastest tracks bachelor's/ Master's degrees in India without compromising its educational quality .

At SBIHM, students can achieve a bachelor's degree in Hospital Management in 24 months of studying plus an 6+6 month internship period nationally or internationally.

In the classroom, students will learn from industry experts and innovators, who bring specialized knowledge and experience across various sectors of the field of healthcare industry.

Outside of the classroom, students will have opportunities to expand their network through real-world client engagements, case studies, and events with some of the world's largest healthcare organizations.

# • Unique Study System...

SBIHM prepares you to success in this dynamic industry. You'll leave the program with a mastery of the core management areas of healthcare operations, finance, marketing, and communications as well as the advanced leadership capabilities that today's employers demand. Graduates of our program are positioned to assume a wide range of roles within the Healthcare/ hospitality industry and related fields.

Also, SBIHM implements **unique practical training system** through which students can learn the methods of different clinical and non-clinical activities those are followed in hospitals strictly. Repeated seminars, health camps etc help students to get updating in real time.

# • Guaranteed Internship & Placement

A cardinal component of SBIHM's strategic vision is to harness strong partnerships and relationships with industry experts and organizations from every corner of the country as well as global association. Industry training and internship is mandatory and obviously essential part of studying a medical or paramedical course. During every academic year, students are required to carry out a 3 -months mandatory industrial training period in different Super speciality Hospitals (National/ International) according to the course. There they can find themselves more exposed at real-time hospital/ other healthcare environment and workflow. This exposure helps them to fit themselves any environment around the globe.

# Page: 4 SBIHM OFFERS:

Global situation has given the rapid change across all sectors of health care, the importance of formal training in operational aspects of health care has never been more critical for leadership health care operations. Health care organizations require high-performing, collaborative teams that can work together seamlessly to deliver value-based care, ensure patient satisfaction and achieve better outcomes.

Our every program leverages the smart use of technology to maximize your time both inside and outside the classroom. The properly equipped medical laboratories help every individual students to learn things in real time. We, at SBIHM, believe every student who are going to be a future Hospital Professional must know everything regarding patient care from both clinical and administrative viewpoint. So, we have arranged large fully equipped Medical Laboratories and Outpatient Department (charitable) so that the students can learn and manage everything in real-time and not in their theoretical imagination.

# Our Philosophy:

Our mission centres on excellence by developing the whole person. Every individual student will be challenged to think critically and stretch their leadership skills. In the classroom, they will take part in real-world discussions in a collaborative environment, led by a faculty of industry professionals and subject matter experts. Like the hospitality industry, our program is both culturally and ethnically diverse, giving you the opportunity to interact with faculty and students from all walks of life.

# • Scholarships:

SBIHM believes in the theory "Education is for all". Hence at SBIHM, we offer **SBIHM** scholarship to the needy students. The institute offers scholarships or grants to outstanding students in academics and overall performance. There are scholarships for the students belonging to SC/ST/OBC category. Also, SBIHM offers Scholarship for "Kanyashri" included

# • SBIHM Campus - in the heart of Kolkata

Subhas Bose Institute of Healthcare Management stands among West Bengal's highest ranked, most diverse institute under MAKAUT, West Bengal Government. The oldest, largest and top ranked institute in Kolkata.

Subhas Bose Institute of Healthcare Management cultivates successful leaders, new generations of bold thinkers and committed problem solvers through both on-campus degree programs. We are driven to build healthier, more educated communities, inspiring a better way of life.

SBIHM knows that it remains a concern for every student and guardians regarding the transport system to reach to the college. As SBIHM is situated in the heart of Kolkata city, SBIHM offers a great campus location to its students for easiest possible communication with easy access to cafés, supermarkets, shops, and hanging restaurants etc..

The college campus of the SBIHM includes student lounge, study room, well equipped Laboratories, General Libraries, E-libraries, administrative offices, student coffee house where the students enjoy their meals.

#### MODERN CLASSROOMS

SBIHM believes in modernised techniques of education and learning. The age-old pattern of routine "delivering lectures in the classrooms" is not sufficient to draw the attention of a tech-savvy students of the present day. Fully digital, Air-conditioned & spacious classrooms, equipped with the latest audio-visual teaching aids with hi-speed network connectivity to facilitate presentation which makes learning at **SBIHM** a world class experience

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#### **ACCREDIATION**

- Affiliated to Maulana Abul Kalam Azad University of Technology (Formerly WBUT), Govt. of West Bengal.
- Affiliated to American Hospitality Academy, USA.
- SBIHM accredited by the International Accreditation Organization (IAO), USA.
- SBIHM is partnered with Pathum Thani University, Thailand in granting Management program for bachelor and master degree along with Hotel, Hospitality and Hospital Specialization.
- SBIHM accredited by the National Council for VRT, New Delhi, Govt. of India and SSU.
- SBIHM is member of FHRAI, HARAI and AIMA.

#### **OUR ACHIEVEMENTS:**

- International Gold Star Awards 2018, Bangkok awarded by Former Deputy Prime Minister of Thailand Mr. Kon Kun Dabbaransi and Princess Isabelle Lafforguem, France.
- Best Hospitality Management Institute in WB awarded by Padmashree Chef Sanjeev Kapoor.
- Best Hospitality Management Institute in India awarded by Kapil Dev.

- ABP News National Education Award, "Best Infrastructure"
- Asia's Education Excellence Award, Singapore, "Best Educational Institute in Health Care"
- The Golden Globe award, Kualalumpur, Malaysia "Best Institute in Management"
- World Education Congress Global Award, "Best Institute in Hotel Management"
- DNA Innovative Education Award, "Best Educational Institute in Hotel Management"
- Times Ascent HR Tech award, "Best Institute for Training & Development"
- Competition Success Review Award, "Top Hotel Management Institute of India"
- Confederation of Education Excellence Award "Researchers & Scholars"
- World Travel Brands, Award "Most Promising Hospitality Management College"
- GHRDC, Award for, "1st category of infrastructure in the state of West Bengal" Merit Awards & Market Research, award for "Best Hospital Management Institute in Kolkata"
- More than 6723 students passed out in last 21 years and settled Nationally & Internationally.

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Infrastructure

#### MEDICAL PRACTICAL LAB

The Medical practical lab has many features like reliable supplies of pharmaceutical and other materials; physical facilities that make care accessible; training facilities; other support facilities and professional training system. The set-up is capable of providing preventive, diagnostic and curative care. The facilities includes Hospital Bed, Wheel Chair, Stretcher, Microscope, Surgical Head Lamp, Stethoscope, Sphygmomanometer, Ophthalmic Equipment like Slit Lamp and Surgical Scope, Glucose Meter, Exam Light, Exam Table, Nebulizer, Patient Scale etc. With this health care setting, learning to become an efficient manager with good technical and business skill is really just the start.

#### • HOSPITAL DIETARY SERVICE PRODUCTION LABS:

Hospital Dietary Service is an inseparable part of the patient care service. To teach students in real-time workflow of a Hospital Dietary Service we have:

- 1. Basic Hospital Dietary Production Lab
- 2. Advanced Hospital Dietary Production Lab
- 3. Basic Food Production Lab

# 1. Basic Hospital Dietary Production Lab

Equipped with the latest equipment this lab trains the new students in basics of Hospital Diets according to the instructions of Nutritionist and Chief Dietary Service Manager. Also in this lab, students learn regarding the necessary hygiene and disinfections required in Hospital Dietary Service,

#### 2. Advanced Food Production Lab

Through this lab the final year students are taught and trained in advanced process, challenges in running a dietary service in a super speciality hospital. They also learn the advanced level of disinfection and hygiene in this lab.

#### • HOSPITAL SERVICE LAB:

To handle and supervise big events in the field of health care industry and corporate hospitals, SBIHM Kolkata has two state-of-the-art training labs where the experts train the students in making health drinks and serving all types of medicines. Here the students also learn regarding the patient care services.

#### INTERNET

The campus buildings are equipped with Wi-Fi. For students without laptops, SBIHM provides computer facilities at computer lab which enable them to complete their study assignments and of course to stay connected with their families and friends.

#### FOOD AND BEVERAGE SERVICE LAB

A refreshing health drink advised by the visiting Doctor or Nutritionist is something which is necessary in the path of treatment. But a student must know the minute details of its preparation, disinfection and the technics by which it is served to the patient. In this lab, a student learns all these.

# • FRONT OFFICE LAB

As the portal of entry, the front office lab with well decorated lounge is a kind of replica of an actual lobby of a Super specialty and Multi Specially hospital where the Bill Desk, World Timer, Admission-Discharge, Grievance redressal and connection with updated software enabled computers all contribute to the provide a practical exposure to the students, under the guidance of trained faculty, the students are given practical training on **registration**, **admission**, **discharge**, **referral services**, **DORB process**, **patient's feedback**, **patient's grievance redressal**, **party meet**, **Revenues Management** so on and so forth.

#### HOUSEKEEPING AND DISINFECTION/SANITIZATION LAB

**HAI** (**Hospital Acquired Infection**) is the deadliest event of all. Every hospital always remains busy to prevent HAI. Proper disinfection, sanitization and housekeeping is an integral part of the Hospital Operation Management. So, students have to learn the workflow of CSSD and other departments so that they can carry the knowledge of process of

disinfection. In this lab, a student is trained thoroughly regarding the process of sterilization, disinfection, sanitization and housekeeping with updated autoclaves, hot air woven etc.

#### COMPUTER LAB

Equipped with the latest machines, modern software and hi-speed internet connectivity through LAN and Wi-Fi, the computer lab of SBIHM offers an excellent infrastructure for imparting software and hardware skills to the students. This, in turn, enables them to be updated with the current trends of the industry and the use of latest information technologies in day-to-day management. Moreover, the institute has its own computer learning outlet exclusively for the use of the students.

#### • CAFETERIA

SBIHM provides its students, staff and faculty with an amazing café experience inside the campus with its well-maintained cafeteria that ensures refreshment for busy minds along ith television and other entertainments. In short, the cafeteria is not just a food joint but a place to relax, interact and take a refuge from the daily hectic schedule.

#### • LANGUAGE LAB

We, at SBIHM, believe that a proper and smart communication is a must for a student who are going to be an integral part of health care industry. Moreover, proper communication makes a student more confident so that he/she can show the courage to fly abroad to join a world-class hospital. Language lab helps to fulfil their dreams. Not only it teaches real-time communication methods, but also it makes a student ready by **personality development program**, interview present ability learning, patient party handling, counselling technics and soon.

#### LIBRARY

For any course, books are the most essential part, no doubt. SBIHM offers the State-of-the-Art central library with a collection of 18000 + books, journals, and periodicals for the students from where they can borrow their books for study. Moreover, the department has its unique departmental library where the eager students can find more rare and expensive books. The students also have the facility to access the computer with internet connectivity inside the library.

#### STUDY ROOMS

A very well equipped with the necessary items like whiteboards, tables and task seating, the study room of SBIHM are primarily for academic purpose and meant for the use of graduate and post graduate students.

#### • TEXTBOOKS

As prescribed by the institution the students are provided with a set of textbooks although in some cases they may have to buy certain books for their reference or of own interest at their cost.

# • COMMON ROOM

"All work and no play made Jack a dull boy" As the first rain freshens up the weary leaves, makes them alive once again so does the common room to the weary and tired minds

of the pupils. This room is said to be the primary attraction for the students where a bored and monotonous brain gets rejuvenated through some sorts of entertainment or some simple adda. After an hour of relaxation, the students become energised to put themselves back on the top gear. The refreshed mind comes back to work with more energy, dedication, and excitement.

No study can be completed without recreation. SBIHM believes in proper and fruitful stress relief mechanisms. They are allowed to take part in different indoor and outdoor games like chess, carrom, table tennis, cricket, football etc. Students' common room is such a heavenly place for them to spend their free times. Moreover, college picnics and different events (World Doctors' Day, orld Blood Donation Day etc.) just add the salt to taste.

## • FACULTY MEMBERS:

No course can be taught without experienced and professional faculty members. SBIHM believes in choosing the cream of the highly experienced and professionals as faculty members. SBIHM knows well from its huge experience that no healthcare/medical/paramedical course can be taught without the involvement of doctors. At SBIHM, there are experienced doctors for teaching the clinical subjects with practical alongside highly experienced management faculties who have spent a long episode of their life in Hospital and Healthcare industry in the country and abroad as well. This unique involvement of faculty members when deployed as a team, is capable to turn the direction of a student's career towards the right pathway.

#### • INDUSTRIAL VISITS

Industrial Visit plays a pivotal role in the career of a student pursuing professional degree such as in Hospital Management. The primary objective of such visits is to provide the students with an insight regarding the internal workings of an organisation. Since theoretical knowledge is not enough for making a good professional career, Industrial Visits aim at going beyond academics by imparting the students' ample scope of opportunities to learn practically through interaction and employment practices. Our industrial visit combines theoretical knowledge with industrial knowledge. The students, through these kinds of visits are also made aware of the dos and don'ts of the professional field.

#### TRANSPORTATION

To save much time while coming to the institution, SBIHM has introduced two deluxe buses which pick up and drop the students at their destinations. The Day Scholar Students are also allowed to avail this facility.

#### • EXCURSIONS/ EDUCATIONAL TOUR

One of the most awaited moments- annual tours and excursions/ educational tour enable the students to nurture their skills and gain insight into the workplace. Along with the impression of a new environment and location, these excursions bring opportunities for the students to build upon their understanding of theory taught in lectures by experiencing the ideas and concepts when applied in practice. A few days away from the classroom and syllabus but enjoying in the healthy and informative atmosphere help develop a closer bond among the mates.

teachers accompany the students during such trips with necessary guidance and care.

#### SEMINAR ROOM

Seminars are essential for any Medical/Paramedical students. Seminars help in regular medical updation. Conveniently located in the campus and equipped with latest public addressing systems, LCD projectors, slide projectors and comfortable seats, the large auditorium is used for activities such as seminars, guest lectures, cultural activities, departmental functions, and other events.

### STUDENT ACCOMMODATION

The SBIHM Student Accommodation offer accommodation in modern rooms equipped with a bathroom, study areas, and Wi-Fi. Living in one of the SBIHM student accommodation will put you in the heart of student life, so you can make the most out of your study and leisure time.

#### • CHARITABLE HEALTH CHECKUP CAMP:

SBIHM regularly arranged charitable health check-up camps so that the students can learn the minute details of patient care services and patient handling. This unique system is probably the very first attempt by a management institute to teach its students by hand.

# About the course-- Hospital Management...

It has been almost a decade; the course named Hospital Management has stepped up and this is the time where it has already reached to its pick. Students are eagerly selecting this field of medicine for their passion of learning, willing to serve the suffering humanity. Fresh young smart faces have been witnessed every year eagerly awaiting to join the health care industry. Hospitals need them for sure to serve perfectly the suffering society. The need of a potent Hospital Administrator in a Hospital is something which one cannot avoid. The industry feels that more and more the devoted, sincere students join the Hospital Management course, more and more our health care system will prove it's efficacy. Because they are the bridge.

# Papers studied in Hospital Management:

Principal of Management, English Language & Communication, Medical Terminology, Hospital Operation Management -1, Bio Statistics-1, Marketing Management, Medical Record Science-1, Support & Utility Service-1, Environment & Ecology, Management Information System, Quality in Health Care, support & Utility Service – ii, Hospital & Health Care system: History & Evolution, Inventory Control & Purchase Management, Epidemiology & Analysys of Health care information Data, Accounts, Health Economics, Law, Financial Management, Human Resources Management, Public Relations, Medical Ethics, Organization Behaviour.

# **COURSES OFFERED:**

Bachelor of Hospital Management (BHM)	3-year bachelor's degree course	10+2 in any disciple from any recognized board or university
Maters of Hospital Management (MHM)	2-year master's degree course	10+2+3 in any disciple from any recognized university
Diploma in Hospital Management (DHM)	2-year diploma course	Class X or equivalent from any recognized board

#### JOB OPPURTUNITIES IN HOSPITAL MANAGENT:

The first degree you study towards at university is called an undergraduate qualification eg, bachelor's degrees. An undergraduate student is one who is studying for their first degree, after high school.

Management is one of the highly job-oriented career field. It is one of the most popular field among the students. Management involves regulation and maintenance of overall functioning and administration of an organization. Management field provides responsible, challenging and respectful position to an aspirant who wants to work in the corporate environment. It has various disciplines & specializations and has opportunity for global employment. The course opens the students to the business world and provides them a larger perspective.

These Professional courses not only provides you the bookish knowledge but also imparts practical knowledge of the business practices. The course being a professional course involves professional subjects. In the course, the student has a choice to select a professional subject of his choice, for example, Hospital, Health Care Sector, etc.

Our Under Graduate Professional courses are 3-year courses spread over a span of 6 semesters. The minimum eligibility for these courses is 12th Class i.e. a candidate must have cleared his 12th class to be eligible for applying any of our Under Graduate courses. The candidate must have passed the 12th from recognized board with a minimum of 50% marks and a student from any stream can apply for these programs. After completion of

Hospital Management students can easily join any Government & Private Hospitals, Medical Laboratories, Acute Care Hospital, Medical Research Centre, Medical Software, Pharmaceuticals, Health Tourism, Hospital Administration

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Destination

Apollo Hospital Omege Group Sun Pharma Narayana Hrudayalaya R. N. Tagore Hospital **Kuwait Airways** Woodland **Desun Hospital** Apollo Hospital **AMRI** Hindustan Unilever Coal India Ltd. Columbia Aisa **Royal Carribien** LIC **Fortis** Ceasefire Dr Reddys Labs Kapsons Lilavati Glaxo Smith Kline Kokilaben Bharti - Walmart Bajaj Electricals Saifee Radiance Medispas Park Group P.D. hinduja Indus League **HSRIC Jaslok** Galaxy - Mart JB Chemicals Aditi Hospital Taj Group Baroda Dairy Apex Hospital Cipla Samsung **Breach Candy Hospital** Go Air Tata Steel **Baskin Robbins** Dr Bakul Parekhs Hospital Zuri Group Safdarjung Hospital **HDFC** Trivitron Healthcare **AIIMS Infosys** Jaypee Cement National Heart Institute **Emirates** Axis Bank St. Stephens Hospital Hilton Aditya Birla Group Balakrishna Eye Hospital Ford Phoenix Medical Pvt Ltd **DCM Shiram** Max NewYork Life Columbia Asia Hospital Devaki Hospital Royapettah Hospital Leela Group **RK Swami BBDO Pantaloons ONGC** JSA Consulting **GE** Capital Benson Medical Pvt. Ltd. **HCL** Technologies Sahara Airways Dabur Bhushan Steel Costa Cruise Loop Telecom Pvt. Ltd Arignar Anna Govt. Hospit Coca Cola **Action Shoes** LG Electronics Acharya Tulsi Jain Hospital Intercontinental Ginni Filament Emami Ltd. IndiaBulls Ericsson Pizza Hut GE - Capital **Everest Industries HSBC** Deccan Airlines **INOX** Reebok Kent RO **IBM** SMC Investment

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