



Name of Extension/Public Service (The name of the service being offered)	Basic Course in Hospital Administration
Objective (Description of the service being provided; History of service provision)	This course is designed for future hospital executives who would like to be exposed in the discipline of hospital administration. This course is highly recommended to those planning to be admitted in the Masters of Hospital Administration program. It is also highly recommended to department heads or supervisors working in the clinical, nursing, or ancillary services of the hospital.
Duration/Date	Five days every June
Target Beneficiaries	Medical and paramedical staff, teachers, researchers, and people who are planning to be exposed in the discipline of hospital administration
Cost of Participation	PhP 12,000 per participant
Office in Charge	UP Manila College of Public Health Department of Health Policy and Administration
Office Profile Degree granting or non-degree granting Purpose of creation Location in the hierarchy (Background of the office providing the service i.e. Number of personnel and Key personnel providing the service)	<p>The UPM CPH is a degree-granting unit with the Dean as its Chief Executive Officer. The Dean is assisted by the Dean's Management Team (DMT). The College has an Executive Committee, which is chaired by the Dean. It is composed of the heads of the seven departments and acts as a policymaking body. The primary services of teaching, research and extension are provided by 52 full-time faculty members, who also comprise the CPH Council.</p> <p>The College was established in June 1927 as a unit of the University of the Philippines for the training of medical officers in the Philippine Health Service.</p> <p>University of the Philippines (UP) System University of the Philippines Manila (UPM) College of Public Health (CPH) Department of Health Policy and Administration</p>
Awards/recognition received by the office (The awards given by or received by the office offering the service, if any)	<p>Southeast Asian Ministers of Education Organization (SEAMEO) Tropical Medicine (TROPMED) Regional Centre for Public Health, Hospital Administration, Environmental and Occupational Health</p> <p>PRC-accredited Continuing Professional Development (CPD) Provider for (1) Medicine and (2) Nursing</p>



Official website and Social media accounts (The link to the official website of the service)	http://cph.upm.edu.ph/ www.facebook.com/CPHUPM https://twitter.com/CPH_UPM
External links for documentation (The external links featuring the service [for the electronic copy, e.g. features in newspapers etc.])	
Contact details (The contact details of the head of the unit offering the service: fax, telephone, email, snail mail, map)	Prof. Fernando Garcia Jr. 625 Pedro Gil Street, Ermita, Manila Tel: (632) 3104203 Telefax: (632) 5232997 E-mail: fbgarcia2@up.edu.ph
Other Remarks	