



Medical Records & Health Information

Healthcare & Hospital Management

QGT-HCM-107 | Foundation | 5 or 10 days | Online, classroom, in-house

Course overview

Medical Records & Health Information is an introduction that builds a solid working knowledge in Medical Records & Health Information. It covers the principles, the requirements of JCI standards, WHO guidance and ISO 15189, and the practical methods used on site, with case studies from operations in the Gulf, Africa and worldwide. Available online, in the classroom in 60 cities, or in-house.

What participants will be able to do

- Explain the principles, terminology and scope of Medical Records & Health Information
- Apply the relevant requirements of JCI standards, WHO guidance and ISO 15189
- Use practical tools, checklists and calculations with confidence
- Recognise common problems, risks and root causes and choose the right corrective action
- Prepare an improvement plan for their own site or organisation

Who should attend

Designed for hospital managers, quality coordinators, clinical leaders and healthcare administrators, new joiners and anyone who needs a solid grounding in the subject.

Course outline (5 days)

Day 1: Principles and terminology

Scope, key definitions and how Medical Records & Health Information fits into daily operations

Day 2: Codes, standards and requirements

What JCI standards, WHO guidance and ISO 15189 require, and how to read them

Day 3: Methods, tools and calculations

Step-by-step methods, checklists and worked examples

Day 4: Operation, inspection and common problems

Typical failures, warning signs and what to do about them

Day 5: Case studies, workshop and assessment

Group exercise on real cases and a final knowledge check

What the 10-day edition adds

Day 6: Applied project, part 1 – Apply the week-one methods to a case from your organisation

Day 7: Data and digital tools – Software, spreadsheets and digital tools used in practice

Day 8: Lessons from incidents and audits – What investigations and audit findings teach

Day 9: Applied project, part 2 – Complete, test and refine your solution

Day 10: Presentations and final assessment – Present to the group and complete the final assessment

Fees (USD per participant)

Duration	Live online	Classroom	In-house
5 days	\$3,000	\$5,500	On quote
10 days	\$5,500	\$9,900	On quote

Fees include course material and certificate of completion; classroom fees include refreshments and lunch. In-house training is priced per group.

Dates and cities 2027–2030

Dates	City	Format	Duration	Fee
1–5 Feb 2027	Luanda	Classroom	5 days	\$5,500
7–18 Feb 2027	Al Khobar	Classroom	10 days	\$9,900
29 Mar – 2 Apr 2027	Cape Town	Classroom	5 days	\$5,500
26 Jul – 6 Aug 2027	Stockholm	Classroom	10 days	\$9,900
9–13 Aug 2027	Online (live)	Online (live)	5 days	\$3,000
9–13 Jan 2028	Jeddah	Classroom	5 days	\$5,500
18–29 Jun 2028	Amman	Classroom	10 days	\$9,900
7–11 Aug 2028	Prague	Classroom	5 days	\$5,500
27 Aug – 7 Sep 2028	Sharm El Sheikh	Classroom	10 days	\$9,900
18–22 Sep 2028	Online (live)	Online (live)	5 days	\$3,000
9–13 Apr 2029	Dublin	Classroom	5 days	\$5,500
11–22 Jun 2029	Vienna	Classroom	10 days	\$9,900
23–27 Jul 2029	Johannesburg	Classroom	5 days	\$5,500
30 Jul – 10 Aug 2029	Tunis	Classroom	10 days	\$9,900
8–12 Oct 2029	Online (live)	Online (live)	5 days	\$3,000
18–22 Mar 2030	Geneva	Classroom	5 days	\$5,500
1–12 Apr 2030	Amsterdam	Classroom	10 days	\$9,900
29 Apr – 3 May 2030	Rome	Classroom	5 days	\$5,500
24 Jun – 5 Jul 2030	Istanbul	Classroom	10 days	\$9,900
26–30 Aug 2030	Online (live)	Online (live)	5 days	\$3,000

How to register

Register online or scan the code

<https://qimmatrainig.com/courses/medical-records-and-health-information/>

WhatsApp: +971 50 697 0908

Email: training@qimmatrainig.com

