



Workshop on Hospital Revenue Management

March 21 – 25, 2022, 1st Run: Lagos & Abuja

September 12 – 16, 2022, 2nd Run: Lagos & Port Harcourt

For Tutor -Led Class: 9am – 4:30pm

Workshop fee: N180, 000 per Participant

For online: Delivery via Zoom

Time: 9am – 4:00pm everyday

Online course fee: N150, 000 per Participant

Available for In-plant Training

**USD Equivalent for foreign
Participants**

Program overview:

Revenue management is one of the most critical aspects of hospital management. It covers the identification, management, and collection of patient service earnings to ensure that the administrative and clinical functions operate smoothly. The hospitals have to also deal with insurance criticalities and claim settlements to ensure the due revenue is cleared promptly.

As hospitals move past the traditional means of operation and embrace a more sophisticated and technology-driven process, revenue management will continue to be one of the key complexities hospitals management have to deal with.

For whom:

This workshop is designed for Chief Finance Officers and Accounts Officers and others in related duties of revenue collection and management that want to acquire skills for enhanced productivity. This course will equally benefit Medical Directors, Director of Administration, and Senior Officers in private hospitals, Clinics, Specialist Hospitals, Government Hospitals, involved in managing hospital revenue for smooth healthcare delivery.

Learning objectives:

At the end of the program, participants will be able to:

- Have an in-depth examination of effective hospital revenue management
- Develop effective accounting system with well-established policies and procedures
- Calculating accounts receivable performance
- Reduce hospital revenue leakages
- Design strategies for managing hospital fund investment
- Develop new models for revenue collection
- Improve hospital financial performance and patient care

Course outline:

Day 1: Core Principles of Hospital Revenue Management

- Sources of Hospital Revenue
- Revenue Assessment and Planning
- Key metrics and financial planning
- Hospital Revenue Growth vs. Organizational Growth

- Cash flow growth
- Valuation growth
- Hospital Fund investment management strategies
- Capital expenditure guidelines

Day 2: Accountability and Transparency

- Hospital Revenue Team and Its Vision
- Developing an effective accounting systems: policies & procedures
- Accountabilities of a Hospital Revenue Manager
- Evaluating Current Methods of Collection
- Calculating Accounts Receivable Performance
- Developing collection action

Day 3: Models for Revenue Collection

- Collecting Patient Balances
- Patient Collection Statutes & Compliance
- Developing Collection Management Follow-Up
- Developing the Secondary Collection Action
- Developing the Final Collection Action
- Utilizing a Collection Agency

Day 4: Improving Hospital financial performance

- Improving the quality and safety of patient care
- Improving staffing solutions and quality of care
- Increase patient throughput and revenue
- Retaining staff and reducing overtime expenditures

Day 5: Managing Revenue leakage

- Developing an Effective Billing and Compliance System
- Embezzlement – Compliance and Risk management
- Training & Education in Coding and Billing Compliance
- Anti-Kickback Statute (AKS)
- Physician Self-Referral
- Medicare Fraud and Abuse Penalties
- Reduce ambulance diversions
- Compliance and Claims Processing
- Fraud Prevention and Control Measures

LOCATIONS

1 - HCA Learning Centre. Acme House 2nd Floor,
23, Acme Road, Ogba, Industrial Scheme,
Ikeja, Lagos, Nigeria

2 - Green-Minds Hotel, Plot 764, Cadastral Zone B05,
E. Ekukinam Street, Utako District, Abuja

3 – Pakiri Hotel, 4 Okwuruola Street,
Off Stadium Road, Rumuola, Port Harcourt

Open Course Fee: N180, 000

In-plant Fee Negotiable

WORKSHOP FEE:

N180, 000 per participant, VAT –N13, 500

Note: this covers Workshop Fee, Tea/coffee break, Lunch,
course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

For Booking / Enquiry, Call: 234-8145745664, 234-8184727337

24/7 Lines: 234-8068933608, 234-8029170491 & 234-8051365946

Training Methodology

Lectures, discussions, exercises, and case studies will be used to reinforce these teaching/learning methods.