



INTERNATIONAL MANAGEMENT SCHOOL

HIGHER DIPLOMA IN CLINIC MANAGEMENT & PHLEBOTOMY SERVICES COURSE

This program is designed for learner's who want to advance their career, or interested in starting a career in the medical field to become a phlebotomy specialist and to manage a clinic.

Course Outline

Introduction to Healthcare Management
Clinical Financial Management
Clinical Operations Management
Clinic Healthcare Human Resource Management
Healthcare Policy
Healthcare Regulation
Healthcare Ethics and Compliance
Clinic Quality Service Management
Pharmacology 1
Pharmacology 2
Healthcare Project Management
Clinic Business Strategic Planning and Marketing in Healthcare
Introduction to Phlebotomy
Infection Control
Clinical laboratory
Legal Issues associated with phlebotomy
Human Anatomy & Physiology
Medical Terminology
Phlebotomy Equipment & Supplies
Phlebotomy Techniques and Procedures
Phlebotomy Safety Techniques and Procedures
Phlebotomy Fundamental Essentials
Post-procedure complications
Phlebotomy Operation Management

Duration: The part-time course duration is 24 months (held on Sundays)

Mode of teaching – Face to Face

Course Commencement

We conduct monthly In-take. The course commencement starts on the beginning of the course, on the 1st month and end on the 12th month of course. (For example, if student starts his course in the beginning Jan 2025, he will complete his course at the end of Dec 2026).

Assessment & Grading:

Students will be assessed through a formal examination. 75% class attendance is required. The qualification to be awarded upon course completion & passing of the required examination is “Higher Diploma in Clinic Management and Phlebotomy Services” awarded by International Management School (200816652R) which is a registered School with the SSG.

Admission requirement:

Academic Level: The minimum Entry Requirement is Diploma in Phlebotomy or Diploma in Health Care related courses, including minimum C6 in English Language. Language proficiency: Minimum C6 in English Language at GCE O Level

Class venue:

International Management School @ 101 Kitchener Road Jalan Besar Plaza unit 03-39 Singapore 208511

Fees:

The full course fee is S\$5,600 (including local exam), payable by monthly installments over 24 months. Registration fee is S\$50 (non refundable).