



*Training Course:  
Medical Insurance management*

*16 - 20 November 2025  
Manama (Bahrain)  
Fraser Suites*

## Training Course: Medical Insurance management

Training Course code: HE7048 From: 16 - 20 November 2025 Venue: Manama (Bahrain) - Fraser Suites Training Course  
Fees: 4900 € Euro

### Introduction

Methods of obtaining, organizing, storing, and transferring patient health information are discussed in this course, along with potential concerns for information managers to remember. Students learn the latest health information technology to manage individual patient health history and test information while gaining an understanding of current health information privacy laws. This course may be taken in the second year of a master's degree program.

### Objectives

- To introduce participants to types of health insurance
- Introducing participants to medical and medical providers
- Define the participants in issuing and claims management
- Manage health insurance file
- Negotiate renewal of contracts with health insurance
- Health Insurance Correspondence
- Definition of health insurance contracts and various coverage
- Management of medical expenses and management of premiums and finance

### Target Audience

- All managers responsible for the insurance sector.
- All managers are responsible for social insurance.
- All employees of the health insurance department in insurance companies.
- All employees of the health insurance department of service providers.
- Employees working in the health insurance department in all institutions

### Outlines

#### Day 1: An introduction

- Insurance providers
- Origin of insurance and risk management
- Objectives and benefits
- Insurance terms and principles of insurance

#### Day 2: Medical Insurance

- Types of insurance
- Health insurance law
- Types of health insurance policies
- Permanent health insurance cover
- Preparation of health insurance programs
- Overpayments and Endurance Rates

#### Day 3: Management of medical insurance contract

- Health Insurance Correspondence
- Versions and Claims
- Management of medical expenses and management of premiums and finance
- Self-financing funds for health insurance
- Claims and methods of calculation
- Method of calculating the health insurance premium and the most important factors affecting the insured's decision insurance company
- Medical Services

#### Day 4: Technical study of medical insurance

- Introduction to health care delivery system
- Coverage in health insurance
- Negotiate renewal of contracts with health insurance

Day 5: Personal accident document and its importance for a medical insurance contract

- Definition of personal accident document
- Coverage of personal accident document
- Linking personal accidents to medical records

Disclosure of fraud in medical insurance

- Disclosure of fraud in medical insurance
- Fraud Detection Methods

## Registration form on the Training Course: Medical Insurance management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Company Information

Company Name: .....  
Address: .....  
City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
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place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
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Complete & return the  
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