

Course Trainer

Jasmine Ng is a Fellow member of the Association of Chartered Certified Accountants (ACCA) and a member of the Institute of Singapore Chartered Accountants (ISCA). She has over 18 years of extensive experience in the area of audit, accounting, financial analysis, business controlling, enterprise system implementation and training. She travelled extensively during the course of her work and gain exposure to different culture and work style.

She utilizes her creativity and real-world examples in conducting her training. Jasmine is passionately fond of training and always willing to share with others all that she knows. Her outgoing, pleasant personality and confident disposition have made her training all the more lively, fun and insightful.



Enquiries



For any enquiries, please contact:

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Budgeting Essentials

for the

ILTC Sector

This programme aims to develop the participants' skills in preparing budgets for a Voluntary Welfare Organisation (VWO) set-up by providing insights on how to build and implement a Budgeting and forecasting system which would help the organisation to become more efficient and effective in the provision of health care services to the community.

LEARNING OBJECTIVE

Upon completion of this programme, participants will be able to:

- Understand the importance of Planning and Budgeting in a VWO
- Understand the planning process at a VWO
- Learn how to prepare revenue, expenses and capital budgets
- Understand how the planning and budgeting will improve the effectiveness of the organisation



COURSE OUTLINE

Day 1

1. Introduction
 - Challenges faced by ILTC
 - Importance of budget and its role to an organisation
2. Organise and administer budget process
 - Characteristics of a good budget
 - Outline the guiding principles for an advanced budgeting system
 - Problems and limitations of budgeting
3. Preparing budgets
 - Concept of responsibility accounting
 - Pros and Cons of responsibility accounting and its controversial question

Day 2

4. Differences between budget and forecast
 - Purpose of a rolling forecast
 - Differences between Zero Based Budgeting, Activity Based Budgeting and Incremental Budgeting
5. Applying the theory of constraints (TOC) in Healthcare industry
 - Ethical challenges in budgeting
 - Evaluating the concept of Value For Money (VFM) in budgeting
 - Describe, critique and combine top-down and bottom-up budgeting
5. Conclusion

TARGET AUDIENCE

Management, HODs, Finance/Admin personnel or anyone who is in-charge of budgeting in VWOs

TEACHING METHODOLOGY

Lectures, Presentations and Discussions

COURSE FEES

For Healthcare VWOs and Nursing Homes with Portable Subsidies:

Fees for Singaporeans & PRs = \$57.85 per pax

Fees for Foreigners = \$284.46 per pax

Fees for Singaporeans & PRs and any others = \$511.06 per pax

VENUE, DATE & TIME

Venue: AICareHub @ City Square Mall

Address: 180 Kitchener Road, #B2-19/20, Singapore 208539

Duration: 2 days

Date: Refer to AIC Learning Institute for exact dates

Time: 9am to 5pm