

In the name of God



Faculty of Medical Sciences
Department of Nursing Education

Oct.2020

Course Name: Management of Nursing Services in Clinical Units (Course Code: 05)

Credit: Theoretical 1 credit (17 hours) – Practical 0.5 credit (26 hours)

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Course description

This course provides the theoretical foundations and necessary management skills related to the nursing profession. Recent changes and developments have caused a great deal of complexity in health care organizations. The nurse, as an important and main person in the care team, is responsible for providing care and coordinating the care team members, and to achieve the highest quality in providing care, he needs management and leadership skills to equip the knowledge and skills of the nursing profession with knowledge and skills. Apply management in client care. This course discusses management and leadership theories and how to apply them in healthcare organizations, especially in nursing services .

Course Objectives:

The main objective of this is to gain knowledge about new theories and principles of management and knowledge of health care organizations and how to apply the principles of management in them.

Specific Objectives After the completion of this course, it is expected that:

1. Explain the history of the Department of Health Services.
2. Explain the need for management in the nursing profession.
3. Explain the definition of management and the principles of management.
4. Explain different management theories.
5. Define leadership and explain leadership theories.
6. Explain the difference between leadership and management.

7. Explain new theories of leadership and their application in nursing.
8. Define planning and its components and planning process.
9. Describe decision-making and problem-solving models in nursing.
10. Describe nursing care delivery models.
11. Define communication and explain the factors associated with effective communication.
12. Provide funding and how to prepare a financial plan.
13. Explain staff performance appraisal and its methods.
14. Explain control and performance control methods.

Teaching method:

In this course I will use virtual training using the LMS of Tarbiat Modares University. In this lesson, the flipped-classroom method will be used. In this approach, the student is responsible for his/her own learning and learning efforts are formed outside the classroom. Educational contents, assignments, educational resources will be uploaded in the system.

Student evaluation method:

Assignment	Percentage	Score
Final examination	75	15
Presenting 1 article Read a related article and present it in the classroom	10	2
Answering the following question: Task # 1: Which of the nursing care models implement in your hospital? Write its features? Write down its advantages and disadvantages? Task # 2: How is done nurses' performance appraisal in your hospital? Write your experience. Task # 3: What is your leadership style? Write your own experience of the leadership style of nursing managers in your hospital.	15	3

References:

1. Marquis, B. L., Hustone, C.J. (2017) Leadership roles and management functions in nursig. 6th Ed. Lippicott, Williams & Wilkins, USA.
2. Huber, D.L. (2018) Leadership and nursing care management. 4th Ed. Elsevier, USA.
3. Mariner Tomy, A. (2016) Guide to nursing management and leadership. 7th Ed. Mosby, USA.
4. Swansburg, R.J., Swansburg, R.C. (2018) Management and Leadership for Nurse Administrators. 4th Ed. Jones and Bartlett Publishers, USA.
5. Sullivan, E.J., Decker, P, J. (2018) Effective Leadership and Management in Nursing. 6th Ed. Pearson Education International.

Time Table

Session	Title	Expected objectives
1	Introducing the course plan and history and the importance of management and leadership in nursing	Explain the history of the Department of Nursing Services. Explain the need for management in the nursing profession.
2	Communication for individual and organizational	Define communication Explain the factors affecting effective communication.
3	Definition of management and principles of management, management theories	Explain the definition of management and the principles of management. Explain different management theories.
4	Leadership and the difference between leadership and management Leadership theories and leadership styles	Define leadership and explain leadership theories. Explain the difference between leadership and management. Explain new theories of leadership and their application in nursing.
5	Planning & Decision making and problem solving	Define planning and its components and planning process. Describe decision-making and problem-solving models in nursing.
6	Budgeting and financial management in the nursing units	Define the budget. Explain budgeting methods. Name the principles of budgeting. Explain the benefits of budgeting.
7	Control and performance appraisal	Define control. Explain performance appraisal methods. Name the types of controls. Express performance appraisal and its methods.
8	Staffing and nursing care models	List the factors influencing the staffing. Explain nursing care models.