

Course Syllabus

1	Course title	Management and Leadership in Nursing (Clinical	
2	Course number	0711414	
3	Credit hours	2 credit hours (clinical)	
	Contact hours (theory, practical)	8 contact hours (clinical)	
4	Prerequisites/corequisites	Department permission	
5	Program title	B.Sc. in Nursing	
6	Program code	-	
7	Awarding institution	The University of Jordan	
8	School	School of Nursing	
9	Department	Community Health Nursing	
10	Course level	Fourth year	
11	Year of study and semester (s)	Second semester 2022/20223	
12	Other department (s) involved in teaching the course	-	
13	Main teaching language	English	
14	Delivery method	<input checked="" type="checkbox"/> 1 **Face to face learning <input type="checkbox"/> Blended <input type="checkbox"/> Fully online	
15	Online platforms(s)	<input type="checkbox"/> **Moodle <input checked="" type="checkbox"/> 2 Microsoft Teams <input type="checkbox"/> Skype <input type="checkbox"/> Zoom <input type="checkbox"/> Others.....	
16	Issuing/Revision Date	26/2/2023	

17 Course Coordinator:

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18 Other instructors:

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19 Course Description:

This course is complementary to the management and leadership in nursing theory course. The course is designed to provide an opportunity for students to train in health institutions to apply the basic concepts and principles in management through tasks and activities assigned to him/her during his/her training to provide safe care. In addition, individual or group projects will be assigned to test the acquisition of different management skills, referring to various hospital policies including national and international safety goals.



20 Course aims and outcomes:

A- Aims:

The course aims to give the students the opportunity to integrate and apply management and leadership concepts and principles in the clinical settings. Students will distinguish different roles and leadership styles of various nurse administrators and apply management tasks and decision making techniques

B- Students Learning Outcomes (SLOs):

Upon successful completion of this course, students will be able to:

SLOs SLOs of the course	SLO (1)	SLO (2)	SLO (3)	SLO (4)	SLO(5)
1 .PILO 1: Demonstrate competency in performing and providing the role of a professional nurse in quality care provision for individuals, families, and groups.	1.1 Identify pertinent information about assigned patients	1.2 Explain the diagnosis and pathophysiology for their assigned patients.	1.3 Correlate previous clinical experiences as they apply to basic nursing skills in different courses.	1.4 Organize nursing care, admission, and discharge process for patients.	1.5 Apply nursing care to a group of patients
2 .Apply principles of effective communication with peers, individuals, families, groups, and health care team.	2.1 Distinguish leadership styles of different nurse administrators.	2.2 Revise different roles and job description of various nurse administrators	3.2 Demonstrate the role of the leader for colleagues		
3 Utilize critical thinking and problem solving in planning and implementing nursing care for individuals, families, and groups.	3.1 Practice problem solving and decision making technique to resolve problematic	3.2 Apply management tasks: Assignment sheet, Incident reports a, Narcotic report.	3.3 Distinguish leadership styles of different nurse administrators		
4 Apply professional	4.1 Show professional	4.2 Complies with course policies			

standards, values, and behaviours in providing nursing care for individuals, families, and groups.	behaviour in dealing with client, their families', instructor, colleagues and health care team members.	related to clinical practice as a student nurse				
5 Demonstrate safety measures to protect self, individuals, families, and groups.	5.1 Apply management tasks: daily assignment sheet, Incident report, narcotic report and weekly or monthly schedule.	5.2 Interpret national and international safety goals policies	5.3 Distinguish the functions of different hospital departments that have shared responsibilities with nursing department (infection control, In- service education ,safety and Risk management, and Quality improvement departments			
6 Translate organizational, leadership, inter-professional collaboration, and management concepts into nursing care for individuals, families, and groups.	6.1 Develop different leadership and management concepts and tasks	6.2 Apply management tasks: daily assignment sheets, end of shift report, incident report, narcotic report and weekly or month schedule.	6.3 Develop decision making technique to resolve problematic issues	6.4 Recognize the roles and job description of various nurse administrators.		
7 Utilize evidence based practice in providing care for individuals,	7.1 Integrate evidence based practice in management and leadership					

families, and groups.	concepts and principles					
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21. Topic Outline and Schedule:

Week	Lecture	Topic	Intended Learning Outcome	Learning Methods (Face to Face/Blended/ Fully Online)	Platform	Synchronous / Asynchronous Lecturing	Evaluation Methods	Resources
1	1.1	Orientation to the course	ILOs 6.1 , 7.1	Face to face	-	-	Clinical performance evaluation	Course references
	1.2	Applying orientation checklist		--	-	-		
	1.3			-				
2	2.1	Seminar presentation see attachment 6 for topics	ILO 6.1 , 7.1, 4.1, 4.2	Face to face	-	-	seminar evaluation form	Course references
	2.2							
	2.3							
Week	Lecture	Topic	Intended Learning Outcome	Learning Methods (Face to Face/Blended/ Fully Online)	Platform		Evaluation Methods	Resources
3	3.1	National and international Safety goals	ILOs 1.1-1.3-1.4-1.5-3.1-5.1-5.2-5.3-7.1	Face to face	-	-	Clinical performance evaluation Quiz 1 & 2 Written exam	Hospital Policies -Course references
	3.2							
	3.3							
4	4.1	Assignment sheet	ILOs 1.4, 3.2, 5.1, 6.2	Face to face			Evaluation criteria for Assignment sheet	Hospital Policies -Course references

								-Hospital administrators
	4.2							
	4.3							
5	5.1	Narcotic report	ILOs 3.2, 5.1, 6.2, 6.3	Face to face			Evaluation criteria for the Narcotic report	Hospital policy
	5.2							
	5.3							
6	6.1	Narcotic report	ILOs 3.2, 5.1, 6.2, 6.3	Face to face			Evaluation criteria for the Narcotic report	Hospital policy
	6.2							
	6.3							
7	7.1	Incident report	ILOs 3.2, 5.1,6.2, 6.3	Face to face			Evaluation criteria for- Incident report	Hospital Policies
	7.2							
	7.3							
8	8.1	Schedule	ILOs 5.1, 6.2	Face to face			Evaluation criteria for- Schedule	Hospital Policies -Hospital administrators
	8.2							
	8.3							
9	9.1	Role comparison	ILOs 5.1, 6.2	Face to face			Evaluation criteria for- role comparison	Hospital Policies -Hospital administrators
	9.2							
	9.3							
10	10.1	Problem solving process	ILO 3.1	Face to face			Problem solving evaluation criteria	-Course references
	10.2							
	10.3							

11	11.1	Discussion of safety goals 2013&2014	Ilos6&7	Face to face			Clinical performance evaluation Quiz 1 & 2 Written exam	Course references
	11.2							
	11.3							
12	12.1	Discussion of Departmental functions (infection control, in-service education)	Ilos 7&4&5	Face to face			Clinical performance evaluation	Course references
	12.2							
	12.3							
13	13.1	Discussion of Departmental functions (infection control, in-service education)	Ilos 4&5&6	Face to face				
	13.2							
	13.3							
14	14.1	Final exam	ILOs (all) 1 to 7	Face to face			Written exam (MCQ & essay questions)	Hospital Policies -Course references

22 Evaluation Methods:

Opportunities to demonstrate achievement of the SLOs are provided through the following assessment methods and requirements:

Evaluation Activity	Mark	Topic(s)	SLOs	Period (Week)	Platform
Quiz 1	15%	Policies: sterile supplies, hazardous materials, fire	ILOs 6.1 , 7.1	Week 1- week 6	On campus

		plan policy, and safety goals2009- 2010			
Quiz 2	15%	Safety goals 2012,2013&20 14 schedule policy , Narcotic policy	ILOs 3.2, 5.1, 6. ILOs 5.1, 6.2, 6.3	Week 7-week 10	On campus
Seminar presentation	15%	Topics assigned to students attached as appendix(4)according to evaluation criteria attached	ILO 6.1 , 7.1, 4.1, 4.2	Week 1-week 10	On campus
Problem solving projects	15 %	Follow criteria attached as (2)	ILO 3.1	Week9- week 11	==
Performance evaluation tool	10%	Criteria for evaluation attached(3)	All SLOs	Week 14	
Final exam	30%		All SLOs	Week 14	

23 Course Requirements

Each student registered in this course should have a lab coat, stethoscope and notebook)

* Assignment check list for Management and Leadership clinical requirements.

*orientation checklist



– All announcements of the course will be posted on the university e-learning website (Moodle) & Microsoft teams

– Each student should have access and account on Microsoft Teams application

Attending clinical day of the course is mandatory. Each student should be available and attend face to face lectures and presentations of the course and students should be in clinical area according to plan for assigned dates (the time of the lecture is the time that approved by the Admission and Registration Department)

24 Course Policies:

A- Attendance policies:

- Attending both face to face and online lectures of the course is mandatory. The university attendance policy will be applied in this course.

B- Absences from exams and submitting assignments on time:

- Failure in attending a course exam other than the final exam will result in zero mark unless the student provides an official acceptable excuse to the instructor who approves a make up exam.
- Failure in attending the final exam will result in zero mark unless the student presents an official acceptable excuse to the Dean of his/her faculty who approves an incomplete exam, normally scheduled to be conducted during the first two weeks of the successive semester.

C- Health and safety procedures:

- Students should comply with the health and safety procedures imposed by the university and the school

D- Honesty policy regarding cheating, plagiarism, misbehavior:

Cheating, plagiarism, misbehavior are attempts to gain marks dishonestly and includes; but not limited to:

- Copying from another student's work.
- Using materials not authorized by the institute.
- Collaborating with another student during a test, without permission.
- Knowingly using, buying, selling, or stealing the contents of a test.
- Plagiarism which means presenting another person's work or ideas as one's own, without attribution.
- Using any media (including mobiles) during the exam

➤ **The participation or the commitment of cheating will lead to applying penalties according to the University of Jordan Students' Discipline rules and regulations No. (94, 49, 47, 27, 29):**
<http://units.ju.edu.jo/ar/LegalAffairs/Regulations.aspx>

E- Grading policy:

- A grade of (D) is the minimum passing grade for the course.



F- Available university services that support achievement in the course:

- E-Learning website
- Microsoft Teams application

25 References:

A- Required book(s), assigned reading and audio-visuals:

Marquis, B.L., & Huston, C.J. (2017). *Leadership roles and management functions in nursing: Theory and application* (9th Ed.). Philadelphia: Lippincott Williams & Wilkins

B- Recommended books, materials, and media:

- ❖ Marquis, B.L., & Huston, C.J. (2015). *Leadership roles and management functions in nursing: Theory and application* (8th Ed.). Philadelphia: Lippincott Williams & Wilkins
- ❖ Yoder-Wise. P. S. (2014) *Leading & managing in nursing*. 6th ed. St. Louise, M I :Mosby
- ❖ Davidson,S ., Weberg.D.,O"Grady,T.,&Malloch.K., (2017) .*Leadership for evidence-Based Innovation in Nursing and Health professions*. MA: Jones& Bartlett
- ❖ O"Grady,T.,&Malloch,K.(2016)*Leadership in Nursing Practice: changing the Landscape of Health care* . 2nd edition MA: Jones & Bartlet
- ❖ Huber, D., (2014)*Leadership and Nursing care management* 5th ed .St Louis: Saunders/Elsevier
- ❖ Sullivan, E. & Decker. P. (2013). *Effective leadership and management in nursing*. 8th ed. Upper saddle River, NJ: Pearson Prentice Hall


A- Electronic resources

- The University of Jordan Library : <http://library.ju.edu.jo/>

Relevant Website and Journals

Faculty members website

26 Additional information:

Name of Course Coordinator: -----Arwa Zumot-----Signature: ----- Date: -----	
Head of Curriculum Committee/Department: ----- Signature: ----- ---	
Head of Department: -Dr.Mamdouh Alhneiti	Signature: 
----- Signature: -----	
Head of Curriculum Committee/Faculty: ----- Signature: ----- -	
Dean: ----- Signature: -----	