

Leadership and Management (N4B06/ HS4E06)

Course Description

This course is designed to introduce health care professionals to the theory and methods of leadership and management integrating health care and management disciplines. The major components of the course include:

- The Canadian Health Care system
- Leadership and management theory and principles
- Budgeting
- Human resources management
- Quality management
- Ethical and legal aspects of management and
- Application of management/leadership theory and principles to the workplace

Course Objectives

This course provides the learners with:

- The opportunity to apply the principles of budgeting
- An introduction to the structure of the Canadian Health Care system, including funding sources and the impact of government.
- An introduction to leadership and management theory and an opportunity to apply it to the work situation.
- An opportunity to explore and apply the components involved within the principles of planning, organizing, leading and controlling.
- An awareness of the factors involved in human resources management.
- An awareness of the process of total quality management and its components.
- An opportunity to explore and apply ethical and legal aspects to the management process.

Course Format

Classes will be facilitated by an experienced faculty. It will be expected that learners spend at least 6 hours in the workplace, independent of other commitments, to apply course work. Students will select one of seven management topics and will facilitate discussion for the group. An integrative paper applying theory to an actual worksite issue will be required for course completion. A written abstract of the paper will be required and a short oral presentation of the abstract will be given to the class. Two budgeting assignments are completed on a pass/fail basis. Successful completion of all components leads to 6 units of university credit, plus a certificate of completion.

Required Texts

Hibberd, J., & Smith, D. L. (2006). *Nursing Leadership and Management in Canada* (3rd ed.). Toronto, ON: Elsevier Mosby.

Williams, C., Kondra, A.A., & Vibert, C. (2008). *Management: Second Canadian edition*. Toronto, ON: Thomson Nelson.

Selected Readings for Leadership and Management Custom Courseware