

## Course description

### Part 1

General information about the course			
<b>1. Major of study:</b> NURSING		<b>2. Study level:</b> the second degree study / general academic profile	
		<b>3. Form of study:</b> intramural	
<b>4. Year:</b> 2026-2028		<b>5. Semestr:</b> III	
<b>6. Course name:</b> <i>Management in nursing</i>			
<b>7. Course status:</b> optional			
<b>8. Course contents and assigned learning outcomes:</b>			
C1. Familiarize nurses with basic management theories and approaches, as well as contemporary healthcare facility management (understanding various management styles and leadership traits that enable effective personnel management, which is reflected in staff planning methods and the recruitment and selection process).			
C2. Familiarize nurses with management functions and styles, and the essence of task delegation.			
C3. Familiarize nurses with improving work organization and management quality (developing skills in taking responsibility for assigned tasks, authority, and responsibilities).			
C4. Familiarize nurses with the concept of strategic management and basic strategic analysis methods, such as mission, purpose, and marketing mix. Improve skills in obtaining information on the source of competitive advantage and segmentation of the nursing services market. Learn about the economic and financial indicators that influence the operation of a healthcare facility and the factors influencing its restructuring.			
C5. Understand the risks associated with overwork and occupational diseases, familiarize them with work ergonomics, and familiarize them with work environment conditions. Familiarize nurses with the process, stages, and techniques of time measurement and job evaluation methods.			
C6. Familiarize them with the goals and scope of professional development for nurses and their career progression. Learn about the process of social and professional adaptation and organizational culture. Familiarize them with selected issues related to employee evaluation and its components. Familiarize them with the process of social and professional adaptation and organizational culture.			
<b>Learning outcomes/reference to learning outcomes indicated in the standards</b>			
- in terms of knowledge, the student knows and understands: A.W6.; A.W7.; A.W8.; A.W9.; A.W10.; A.W11.; A.W12.; A.W13.; A.W14.; A.W15.; A.W 16.; A.W17.; A.W18.; A.W19.; A.W20.			
- in terms of skills, the student is able to: A.U4.; A.U5.; A.U6.; A.U7.; A.U8.; A.U9.; A.U10.; A.U11.			
- in terms of social competences, the student is ready to: KS.4			
<b>9. Number of hours for the course</b>	<b>40</b>	<b>10. Number of ECTS points for the course</b>	<b>4</b>
<b>11. Form of passing the course:</b> passing the course with a grade			
12. Methods of verification and evaluation of learning outcomes			
Learning outcomes	Methods of verification	Methods of evaluation*	
Knowledge	Term paper	*	
Skills	Observation	*	
Competencies	Observation	*	

\* The following evaluation system has been assumed:

**Very good (5,0)** – the assumed learning outcomes have been achieved and significantly exceed the required level

**Better than good (4,5)** – the assumed learning outcomes have been achieved and slightly exceed the required level

**Good (4,0)** – the assumed learning outcomes have been achieved at the required level

**Better than satisfactory (3,5)** – the assumed learning outcomes have been achieved at the average required level

**Satisfactory (3,0)** – the assumed learning outcomes have been achieved at the minimum required level

**Unsatisfactory (2,0)** – the assumed learning outcomes have not been achieved

## Course description

### Part 2

Other useful information about the course		
<b>13. Name of Department, mailing address, e-mail:</b> Department of Nursing and Social Medical Problems Medyków 12/311 40-752 Katowice email: pielrodz@sum.edu.pl website: <a href="http://zakladpiel.sum.edu.pl/">http://zakladpiel.sum.edu.pl/</a> Tel. 32 208 86 35		
<b>14. Name of the course coordinator:</b> Dr of Health Sciences Joanna Jaromin		
<b>15. Prerequisites for knowledge, skills and other competencies:</b> The student should demonstrate knowledge, skills, and competencies in the basic sciences, social sciences, and humanities, as well as the fundamentals of nursing management.		
<b>16. Number of students in groups</b>	In accordance with the Order of the Rector of Silesian Medical University	
<b>17. Study materials</b>	According to the information on the notice board - Department of Nursing and Social Medical Problems	
<b>18. Location of classes</b>	Health Sciences Faculty Rooms in Katowice, Medyków 12 – according to schedule	
<b>19. Location and time for contact hours</b>	The location and schedule of consultations are available on the website: <a href="http://zakladpiel.sum.edu.pl/">http://zakladpiel.sum.edu.pl/</a>	
20. Learning outcomes		
Number of the course learning outcome	Course learning outcomes	Reference to learning outcomes indicated in the standards
P_W01	The scope of professional authorizations for providing healthcare services by a nurse in relation to the nurse's professional qualification levels;	A.W6.
P_W02	Management methods in the healthcare system;	A.W7.
P_W03	Principles of organizational functioning and the development of its structures;	A.W8.
P_W04	Methods for assessing the need for nursing care in primary healthcare and in outpatient, hospital, and home care;	A.W9.
P_W05	The concept of organizational culture and its determinants;	A.W10.
P_W06	Decision-making mechanisms in management;	A.W11.
P_W07	Management styles and the importance of leadership in the development of nursing;	A.W12.
P_W08	Principles of implementing and financing nursing services in the health insurance system;	A.W13.
P_W09	The specificity of managerial functions, including the essence of task delegation;	A.W14.
P_W10	Organizational diagnosis methods, the concept and theory of change management, and the principles of strategic management;	A.W15.
P_W11	Issues related to human resources management;	A.W16.
P_W12	Conditions for the professional development of nurses;	A.W17.
P_W13	Scientific foundations of ergonomics in the work environment;	A.W18.

P_W14	The essence of the change process and the principles of change management;	A.W19.
P_W15	Models and strategies for quality management in healthcare;	A.W20.
P_U01	Apply strategic analysis methods necessary for the functioning of entities performing medical activities;	A.U4.
P_U02	Organize and supervise the work of teams of nurses, midwives, or support staff;	A.U5.
P_U03	Use various methods for professional and managerial decision-making;	A.U6.
P_U04	Plan human resources using various methods, organize employee recruitment, and plan the professional induction process;	A.U7.
P_U05	Develop a professional development plan and motivate other members of the subordinate team to pursue professional development;	A.U8.
P_U06	Develop organizational standards and prepare job descriptions for nurses and other subordinate staff;	A.U9.
P_U07	Develop staff work schedules based on an assessment of the demand for nursing care;	A.U10.
P_U08	Oversee the quality of nursing care in a healthcare facility, including preparing the facility for external quality assessment;	A.U11.
P_K01	Resolve complex ethical issues related to the practice of nursing and establish priorities in the implementation of specific tasks.	KS.4
<b>21. Forms and topics of classes</b>		<b>Number of hours</b>
<b>21.1. Lectures</b>		<b>20</b>
Management – explanation of basic concepts. Analysis of the historical evolution of management methods. Stages of management: planning, organizing, leading, motivating, and controlling.		3
Management functions and management styles: management functions and management styles, the relativism of management styles, and the manager's time management.		2
The decision-making process: the essence of the process, the structure of decision-making, and the efficiency of the decision-making process.		3
Improving work organization: Strategic management, strategic analysis, an outline of strategic procedures, and strategic analysis methods.		3
Change management – models of organizational change processes.		3
Quality management: traditional and contemporary approaches to quality management.		3
Actions undertaken to improve quality in healthcare.		3
<b>21.2. Seminars</b>		<b>15</b>
Establishing work methods in healthcare.		3
Ergonomic work analysis.		3
Preventing overload, occupational illnesses, and accidents at work.		3
Understanding healthcare systems and the impact of system complexity on patients.		3
Privatization of healthcare.		3
<b>21.3 Self-study</b>		<b>0</b>
<b>22. Readings</b>		
1.Bieniok H. Metody sprawnego zarządzania : planowanie, organizowanie, motywowanie, kontrola. Wyd. Placet, Warszawa 2011		

- 2.Griffin R.W. Podstawy zarządzania organizacjami. Wyd. Nauk. PZWL, Warszawa 2021
- 3.Kokocińska K. Jakość w opiece zdrowotnej. Wyd. Wolters Kluwer, Warszawa 2021
- 4.Ksykiewicz-Dorota A. Zarządzanie w pielęgniarstwie. Podręcznik dla studentów magisterskich wydziałów pielęgniarstwa oraz wydziałów nauk o zdrowiu. Wyd. PZWL, Warszawa 2019.
- 5.Pietrzak B. Karkowski T. Zarządzanie personelem pielęgniarskim w podmiotach leczniczych. Zagadnienia wybrane. Wyd. Wolters Kluwer Polska SA. Warszawa 2019
- 6.Wiśniewska M. Z. Jakość usług medycznych. Wyd. CeDeWu Warszawa 2019.

#### SUPPLEMENTARY LITERATURE

- 1.Dobska M. Zarządzanie podmiotem leczniczym. Wyd. PZWL, Warszawa 2019
- 2.Dykowska B.,Możdżonek M., Opolski K. Zarządzanie przez jakość w usługach zdrowotnych. Wyd. CeDeWu, Warszawa 2011
- 3.Greser J., Kokocińska K. Jakość w opiece medycznej. Zastosowanie nowoczesnej technologii w czasie pandemii. Wyd. Wolters Kluwer, Warszawa 2021
- 4.Korzeniewski L. Podstawy zarządzania organizacjami . Wyd. Difin, Warszawa 2021
- 5.Mikołajczyk Z. Techniki organizatorskie w rozwiązywaniu problemów zarządzania. Wyd. Nauk. PWN, Warszawa 2002
- 6.Paszkowska M. Zarządzanie działalnością leczniczą. Wyd. Difin, Warszawa 2019

#### **23. . Detail evaluation criteria**

In accordance with the recommendations of the supervisory bodies.

Passing the course - the student has achieved the expected learning outcomes.

Detailed criteria for passing and grading the course are included in the course regulations.