

Leadership Management (N4B06/HS4E06)

Course Description

Study and application of management and leadership theories and principles to the health care environment
Application of the principles of budgeting, quality management, human resources management, planning processes and management issues

The major components of the course include:

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

Course Objectives

To provide students 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 quality management and its components.
- An opportunity to explore and apply ethical and legal aspects to the management process.

Course Format

Eight written assignments are completed over a 9 month period plus an examination. Assignments are graded through use of a standard procedure by an assigned educational consultant. The consultant is also available for assistance throughout the course.

Examination – 100 questions- multiple choice , required.

Successful completion of all course 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

Tuition Schedule

Application Fee: \$100.00. This fee must accompany all applications. (Non Refundable Fee. Payable one-time only)

Please Select one of the following payment plans:

- Payment of \$1280.00 full payment, cheque or credit card, must accompany application form.
- Payment of \$1290.00 in two installments of \$645.00 (post dated cheques or credit card)