

نموذج رقم (12)

جامعة: Mansoura

كلية: Nursing

قسم: Nursing Administration

توصيف مقرر دراسي

1- بيانات المقرر		
year/level: third level	الفرقة/المستوى:	Course Title: Nursing Administration إدارة التمريض (2) (2)
اسم المقرر:	الرمز الكودي: Code: NSc 602	
Hours: 5 accredit hours theory: 2 accredit hours Practice: 3 hours	عدد الساعات الدراسية: نظري	B.Sc. in Nursing التخصص: credit hour system

This course aims to provide students with knowledge and skills of administrative concepts and principles as well as nursing administration skills and its applications, by identification and application of the role of head nurse and managerial skills of leader in different health organizations.	2- هدف المقرر:
By the end of the course the candidate will be able to:	3- المستهدف من تدريس المقرر
A1. Recall different managerial skills A2. Outline leadership abilities of head nurse A3. Identify the scope and role of the head nurse A4. Identify mechanism for evaluation of patient care A5. List methods of patient care assignment A6. Mention the various styles of leadership A7. Explain communication model A8. Mention types of communication	أ- المعلومات والمفاهيم:
B1. Differentiate types of reports B2. Analyze the nursing tasks B3. Evaluate the qualifications and competency of nursing personnel B4. Discriminate between tools of performance appraisal	ب- المهارات الذهنية الخاصة بالمقرر:

<p>B5. Identify barriers of communication</p> <p>B6. Classify the appropriate method of patient care assignment.</p> <p>B7. Conclude characteristics of leadership styles</p> <p>B8. Differentiate between different types of audit</p>	
<p>C1. Assign the staff nurses to provide nursing care.</p> <p>C2. Use different methods of assignment</p> <p>C3. Assess the needs of nursing staff development</p> <p>C4. Appraise staff nurses performance</p> <p>C5. Apply different types of recording and reporting</p> <p>C6. Fill in the staff development program sheet</p> <p>C7. Develop educational programs for nursing staff</p> <p>C8. Apply different strategies to motivate nurses to work</p> <p>C9. Compare different leadership styles in different situations</p>	<p>ج- المهارات المهنية الخاصة بالمقرر:</p>
<p>D1. Consider the role of head nurse</p> <p>D2. Apply principles of recording and reporting</p> <p>D3. Develop effective communication skills</p> <p>D4. Follow methods of motivation</p>	<p>د- المهارات العامة:</p>
<p>E1. Establish strategies for effective communication</p> <p>E2. Recognize the attributes for effective leader.</p> <p>E3. Establish measures for motivating staff nurses.</p>	
<p><u>Course content</u></p> <p>Unit I: Role of Head nurse</p> <ul style="list-style-type: none"> • Head nurse' role • Patient care assignment • Records and reports • Evaluation of patient care • Staff performance appraisal 	<p>4- محتوى المقرر:</p>

<ul style="list-style-type: none"> • Staff development <p>Unit II: Managerial skills</p> <ul style="list-style-type: none"> • Leadership • Communication • Motivation 											
<p>5- Teaching and learning Methods:</p> <ul style="list-style-type: none"> ▪ Interactive Lectures ▪ Small group Discussions ▪ Clinical placement. 	<p>5- أساليب التعليم والتعلم :</p>										
<p>According to the faculty procedures to caring for defaulters students</p>	<p>6- أساليب التعليم والتعلم للطلاب ذوي القدرات المحدودة :</p>										
<p>7- تقويم الطلاب:</p>											
<ul style="list-style-type: none"> - Continuous evaluation through participation in discussion. - Continuous evaluation through clinical practice. - Final written examination. - Final oral examination. - Practical Examination 	<p>أ- الأساليب المستخدمة:</p>										
<p>Assessment 1 Semester work all weeks (16 weeks)</p> <p>Assessment 2 Final written exam (after 16 week)</p> <p>Assessment 3 Final oral exam (after 16 week)</p> <p>Assessment 4 Practical Examination (after 16 week)</p>	<p>ب- التوقيت:</p>										
<table border="0"> <tr> <td>Mid-Term Examination</td> <td style="text-align: right;">50</td> </tr> <tr> <td>Final-term Examination</td> <td style="text-align: right;">200</td> </tr> <tr> <td>Oral Examination.</td> <td style="text-align: right;">25</td> </tr> <tr> <td>Practical Examination</td> <td style="text-align: right;">75</td> </tr> <tr> <td>Semester Work</td> <td style="text-align: right;">150</td> </tr> </table>	Mid-Term Examination	50	Final-term Examination	200	Oral Examination.	25	Practical Examination	75	Semester Work	150	<p>ج- توزيع الدرجات:</p>
Mid-Term Examination	50										
Final-term Examination	200										
Oral Examination.	25										
Practical Examination	75										
Semester Work	150										

Other types of assessment --	
Total 500	
8- قائمة الكتب الدراسية والمراجع :	
Hand out	أ- مذكرات
<ul style="list-style-type: none"> • Anthony B. L. (2017). "Public Sector Reform in Hong Kong: Perspectives and Problems". Asian Journal of Public Administration. 14 (2): 141. • Lloyd N (2018). New Public Personnel Administration. Boston, MA: Cengage Learning. p. 320. ISBN 1133734286. 	ب- كتب ملزمة:
<ul style="list-style-type: none"> • Robert G (2018): Public Administration as a Developing Discipline. New York, New York: CRC Press. pp. 118-246. • Banovetz J M. (2016). "Needed: New Expertise in Public Administration". Public Administration Review. 27 (4): 321. doi:10.2307/973347. JSTOR 973347. • Anthony B L. (2016). "Efficiency As the Rhetoric: Public-Sector Reform in Hong Kong Explained". International Review of Administrative Sciences. 62: 43. • Anthony B. L. (2017). "Public Sector Reform in Hong Kong: Perspectives and Problems". Asian Journal of Public Administration. 14 (2): 141. • Lloyd N (2018). New Public Personnel Administration. Boston, MA: Cengage Learning. p. 320. ISBN 1133734286. 	ج- كتب مقترحة:
http:// web.ebscohost.com www.ovid.com www.ehow.com Journal of nursing administration (JONA) 2010	د- دوريات علمية أو نشرات .. الخ

مجلس رقم (134) بتاريخ 2014/6/18	معتمد بموافق مجلس الكلية
مجلس القسم بتاريخ 2019/3/26	تم مراجعته وتحديثه طبقا للمعايير الاكاديمية القومية المرجعية بتاريخ
منسق المقرر	رئيس القسم العلمي
د/ حنان الصباحي	أ.م.د/ احلام الشاعر