



Clinical Training Plan for Course of Nursing Administration (1), 1st Semester for Academic Year 2024/2025

- **First: The part related to practical training in the hospital**

Due to the increase in the number of students (more than 1500 students) registered in the course, with the limited time specified and allowed for each group, which results in the impossibility of all these students entering practical training places in hospitals, which hinders the achievement of the required educational goals and increases the risk of patients being exposed to risks. Infection, based on this, the students will be divided into 4 groups (A & B & C & D, each group contains 390 students, and each group is divided into 10 groups with an average of 39 students in each group, and they will be exchanged between them to enter the sick, with an average of 10 students in each section. o Students are compensated for gathering in training places as follows:

- Conduct interactive sessions for students (Online meetings using Microsoft Teams).
- With explanations and practical videos and uploading them to the electronic platform for students.



**Distribution of nursing administration staff for clinical training in hospitals 1st Semester
for Academic Year 2024/2025**

Staff name	Clinical Area	Clinical Supervision
Assist. Lecturer/ Hanaa Mamdouh Hassan	Oncology center-Mansoura University	Dr/ Amina Hassan Ahmed
Assist. Lecturer/ Nora Atef Abd El Hamid	Mansoura Children Hospital	Dr/ Faten Ahmed Mohamed
Assist. Lecturer/ Hanim Mohamed	Mansoura Children Hospital	Dr/ Faten Ahmed Mohamed
Assist. Lecturer/ Fayza Mosa Ali	Oncology center-Mansoura University	Dr/ Amina Hassan Ahmed
Assist. Lecturer/ Ghada Kamal Mohamed	Ophthalmology Hospital	Dr// Faten Ahmed Mohamed
Assist. Lecturer /Safia Khaled Ahmed	Cardiothoracic & Vascular surgery Center	Dr/ Amina Hassan Ahmed
Demonstrator/Nesma Mahmoud	Main Mansoura University hospital	Dr/ Heba Rabee Hagrass
Demonstrator/Karima Fawzy	University Eye Hospital	Dr/ Heba Rabee Hagrass
Demonstrator/ Fayza Ahmed	Oncology center-Mansoura University	Dr/ Amina Hassan Ahmed
Demonstrator/Hadear Eleead	Main Mansoura University hospital	Dr/ Heba Rabee Hagrass

**Distribution Of Nursing Administration Staff for On-Line Clinical Topics 1st Semester
For Academic Year 2024/2025**

Date	Topics	Place		Clinical Staff
		Face to face	Online	
1 st week	Orientation about nursing administration (1) course specification and guidelines	-----	For all groups (A, B, C, D)	Dr/ Hanaa Mamdouh Hassan
1 st week	Record & Report (unit report, Medication, SPAR, Incident Report)	For all groups (A, B, C, D)	G. C G. D	Dr/ Asmaa Elwan Mohamed
2 nd week	Apply Kardex	G. C G. D	For all groups (A, B, C, D)	Dr/ Fayza Mosa Ali
2 nd week	Apply administration & management function	G. C G. D	For all groups (A, B, C, D)	Dr/ Karima Fawzy AbdAleem



3 rd week	Develop vision & mission of health care institution	G. A G. B	For all groups (A, B, C, D)	Dr/ Hanaa Mamdouh Hassan
4 th week	Design policy & rules for selected institution	G. C G. D	For all groups (A, B, C, D)	Dr/ Ghada Mohamed Kamal
5 th week	Design block and cyclic time schedule	For all groups (A, B, C, D)	G. A G. B	Dr/ Asmaa Elwan Mohamed
6 th week	Draw organizational, unit chart	G. A G. B	For all groups (A, B, C, D)	Dr/Safia Khaled Ahmed
7 th week	Apply time management tools (Time log - Scheduling Grid)	For all groups (A, B, C, D)	G. A G. B	Dr/ Amira Naser Ali
8 th week	Apply delegation sheet	For all groups (A, B, C, D)	G. C G. D	Dr/ Noura Atef El sayed
9 th week	Apply inventory list equipment, supplies	G. C G. D	G. A G. B	Dr/Nesma Mahmoud Mohamed
10 th week	Design job analysis, description and specification sheets	G. A G. B	G. C G. D	Dr/ Hanim Mohamed El-sayed

N.B: Total number of each group student ranged from 35-45 students
Every clinical instructor assigns one group of students.

Head of Department

Prof. Awatef Hassan

Coordinator of clinical training

Assist. Lecturer Hanaa Mamdouh