

Course Unit	Human Resource Management and Nursing Leadership		Field of study	Nursing	
	Graduate in nursing management		School	School of Health	
Academic Year	2019/2020	Year of study	1	Level	ECTS credits 3.0
Type	Semestral	Semester	1	Code	5042-678-1104-00-19
Workload (hours)	81	Contact hours	T - TP 10 PL - TC - S 5 E - OT - O 5		

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Eugénia Maria Garcia Jorge Anes

Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Identify the different areas of management of health services and nursing management
2. Identifying and recognizing the skills of the nurse manager
3. Organize the nursing work in view of the productivity and quality of care - Gains in health

Prerequisites

Before the course unit the learner is expected to be able to:
Not applicable

Course contents

Resource management. Organization and productivity of nursing work: Results indicators sensitive to nursing care; Powers of the nurse manager.

Course contents (extended version)

1. Resource management.
 - Management of financial resources. • instruments and management tools
 - Management of physical resources.
 - Management of environmental resources.
 - Human resources management. • Appropriations secured in nursing
 - Material resources management. • Product Distribution • Stock management
2. Organization and productivity of nursing work: indicators.
3. Sensitive results for the nursing care.
4. Skills manager of Nursing.

Recommended reading

1. Portugal. Regulamento n.º 76/2018 de 30 de janeiro. Regulamento da Competência Acrescida Avançada em Gestão.
2. Cunha, M. P. ; Rego, A. ; Cunha, R. C. ; Cabral-Cardoso, C. ; Marques, C. A. & Gomes, J. F. S. (2012). Manual de Gestão de Pessoas e do capital Humano, 2ª Edição. Lisboa: Edições Silabo.
3. Portugal. Decreto-Lei n.º 71/2019 de 27 de maio. Regime legal da carreira especial de enfermagem.
4. Portugal. Regulamento n.º 743/2019 de 25 de setembro. Regulamento da Norma para Cálculo de Dotações Seguras dos Cuidados de Enfermagem.

Teaching and learning methods

The unit will be taught by combining theoretical lessons with practical lessons based on engagement in creative practical cases, as well as self guided learning oriented by the teacher.

Assessment methods

1. Normal evaluation - (Regular, Student Worker) (Final)
 - Practical Work - 100% (With oral presentation)
2. Evaluation by exam - (Regular, Student Worker) (Supplementary, Special)
 - Final Written Exam - 100%

Language of instruction

Portuguese

Electronic validation

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04-11-2019	07-11-2019	17-11-2019	17-11-2019