

**Graduate School of Health Sciences / Health Management M.S**

**2023 - 2024 Academic Year**

**MANAGEMENT SKILLS**

**Syllabus**

Course Description					
Name	Code	Semester	T+A Hour	Credit	ECTS
MANAGEMENT SKILLS	SAYY1267420	Spring Semester	3+0	3	8
<b>Prerequisites Courses</b>					
<b>Recommended Elective Courses</b>					
<b>Language of Instruction</b>	Turkish				
<b>Course Level</b>	Second Cycle (Master's Degree)				
<b>Course Type</b>	Elective				
<b>Course Coordinator</b>	Prof.Dr. Yeter USLU				
<b>Name of Lecturer(s)</b>	Prof.Dr. Yeter USLU				
<b>Assistant(s)</b>					
<b>Aim</b>	Within the scope of this course, it is aimed that students will have knowledge about the basics of management, management in health institutions, structuring institutions for effective distribution of health services, performance management in health institutions, decision making in health institutions, human resources management in health institutions, motivation in health institutions, ethics and social responsibility in health institutions, innovation in health institutions.				
<b>Course Content</b>	This course contains; Fundamentals of Management, Management Functions, Planning and Organization in Health Institutions, Guidance and Control in Health Institutions, Organizational Structure and Organizational Design in Health Institutions, Human Resources Management in Health Institutions, Performance Management in Health Institutions, Decision Making Methods in Health Institutions, Strategic Management in Health Institutions, Leadership and Employee Motivation in Health Institutions Management, Teamwork in Health Institutions, Quality in Health Institutions, Creativity and Innovation in Healthcare Organizations, Ethics and Social Responsibility in Health Institutions.				
Course Learning Outcomes			Teaching Methods	Assessment Methods	
1. Manage people, projects and groups in change-oriented healthcare organizations.			10, 16, 9	A	
2. Take responsibility for the team they work with and ensure that everyone is accountable to each other.			10, 16, 9	A	
3. Ensure the sustainability of the institution within the framework of ethical, professional and organizational rules.			10, 16, 9	A	
4. Analyze the strengths and weaknesses of the teammates they work with and thus create a dynamic organization that constantly develops and keeps up with innovations.			10, 16, 9	A	
5. Apply evidence-based management and decision-making processes.			10, 16, 9	A	
<b>Teaching Methods</b>	10: Discussion Method, 16: Question - Answer Technique, 9: Lecture Method				
<b>Assessment Methods</b>	A: Traditional Written Exam				
Lecture Schedule					
Sequence	Topics	Preliminary Preparation			
1	Fundamentals of Management	Examining the lecture presentations related to the subject and reading the related subject in the source book			
2	Management Functions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
3	Planning and Organization in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
4	Guidance and Control in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
5	Organizational Structure and Organizational Design in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
6	Human Resources Management in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
7	Performance Management in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
8	Decision Making Methods in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
9	Strategic Management in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
10	Leadership and Employee Motivation in Health Institutions Management	Examining the lecture presentations related to the subject and reading the related subject in the source book			
11	Teamwork in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
12	Quality in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
13	Creativity and Innovation in Healthcare Organizations	Examining the lecture presentations related to the subject and reading the related subject in the source book			
14	Ethics and Social Responsibility in Health Institutions	Examining the lecture presentations related to the subject and reading the related subject in the source book			
Evaluation Methods		Weight(%)			
Midterm Exam		50			
General Exam		50			
Resources					
F. Şebnem ARIKBOĞA, Yönetim Becerileri, Der Yayınları, 2013.					