

1. OVERVIEW

Subject area	Management Skills and Group Management
Degree	Bachelor's Degree in Nursing
School/Faculty	Health Sciences Faculty
Year	2nd
ECTS	6 ECTS
Type	Compulsory
Language(s)	Spanish
Delivery Mode	On campus
Semester	Semester 1

2. INTRODUCTION

The general objective of the subject is to provide students with the knowledge of the competencies, skills, attitudes and values necessary to optimize their personal resources, obtaining their maximum potential applied to their professional development as future nursing professionals at different structural levels.

The student will develop different skills related to team management, motivation, time management, negotiation and other managerial skills. Acquiring these skills will allow you to apply the necessary tools in your daily work. These competencies are not only necessary in the care and attention of people, but also necessary to successfully lead a work team.

You will be able to work and communicate collaboratively and effectively with the entire multidisciplinary and interdisciplinary team of healthcare professionals whose activity focuses on caring for the patient as a holistic being.

3. SKILLS AND LEARNING OUTCOMES

Basic skills (CB, by the acronym in Spanish):

- **CB1:** That students have demonstrated that they possess and understand knowledge in an area of study that is based on general secondary education, and is usually found at a level that, although supported by advanced textbooks, also includes some aspects that involve knowledge from the cutting edge of their field of study.
- **CB2:** That students know how to apply their knowledge to their work or vocation in a professional manner and possess the skills that are usually demonstrated through the elaboration and defense of arguments and the resolution of problems within their area of study.
- **CB3:** That students have the ability to gather and interpret relevant data (normally within their area of study) to make judgments that include reflection on relevant issues of a social, scientific or ethical nature.
- **CB4:** That students can transmit information, ideas, problems and solutions to both a specialized and non-specialized audience.

- **CB5:** That students have developed those learning skills necessary to undertake further studies with a high degree of autonomy.

General skills:

- **CG3:** Know and apply the theoretical and methodological foundations and principles of nursing.
- **CG7:** Understand people without prejudice, considering their physical, psychological and social aspects, as autonomous and independent individuals, ensuring respect for their opinions, beliefs and values, guaranteeing the right to privacy, through confidentiality and professional secret.
- **CG12:** Know the ethical and deontological code of Spanish nursing, understanding the ethical implications of health in a changing global context.

Transversal skills: (CT, by the acronym in Spanish):

- **CT1.** Responsibility: That the student is able to assume the consequences of the actions he performs and be responsible for his own actions.
- **CT2.** Self-confidence: that the student is capable of acting safely and with sufficient motivation to achieve his or her objectives.
- **CT4.** Communication skills: the student must be able to express concepts and ideas effectively, including the ability to communicate in writing with conciseness and clarity, as well as speak effectively in public.
- **CT5.** Interpersonal understanding: the student must be able to actively listen in order to reach agreements, using an assertive communication style.
- **CT8.** Initiative: that the student is able to proactively anticipate proposing solutions or alternatives to the situations presented.
- **CT9.** Planning: that the student is able to effectively determine their goals and priorities, defining the optimal actions, deadlines and resources required to achieve such goals.
- **CT11.** Entrepreneurship: that the student is capable of undertaking and starting a work, a business or an endeavor in his or her professional field.

Specific skills (CE, by the acronym in Spanish):

- **CE6:** Apply health care information and communication technologies and systems.
- **CE8:** Identify people's psychosocial responses to different health situations (in particular, illness and suffering), selecting appropriate actions to provide help in them. Establish an empathetic and respectful relationship with the patient and family, in accordance with the person's situation, health problem and stage of development. Use strategies and skills that allow effective communication with patients, families and social groups, as well as the expression of their concerns and interests.

Learning outcomes (RA, by the acronym in Spanish):

- **RA1.** Understand and apply the scientific method through basic and applied research programs.
- **RA2.** Know and apply health care information and communication technologies and systems.
- **RA3.** Establish evaluation mechanisms, considering scientific-technical and quality aspects.
- **RA4.** Relevant knowledge of and ability to apply technology and informatics to health care.
- **RA5.** Relevant knowledge of and ability to apply principles of quantitative and qualitative research in Nursing.

The table below shows the relationship between the competencies developed in the subject and the learning outcomes pursued:

Skills	Learning outcomes
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CB1, CB4, CT4, CT5, CE6, CE8	RA1. Understand and apply the scientific method through basic and applied research programs.
CB2, CB3, CB4, CT1, CT9, CT11, CE6	RA2. Know and apply health care information and communication technologies and systems.
CB3, CB5, CT2, CT3, CT8, CE8	RA3. Establish evaluation mechanisms, considering scientific-technical and quality aspects.
CB2, CB3, CB4, CT1, CT9, CT11, CE6	RA4. Relevant knowledge of and ability to apply technology and informatics to health care.
CB1, CB4, CT4, CT5, CE6, CE8	RA5. Relevant knowledge of and ability to apply principles of quantitative and qualitative research in Nursing.

4. CONTENTS

The contents of the **Management Function** are distributed through 7 units.

Unit 1. Function of Nursing Directorates.

Unit 2. Nursing competencies as health managers and leaders

Unit 3. Strategic competencies.

- Topic 1. Conflict resolution.
- Topic 2. Negotiation.
- Topic 3. Patient orientation.

Unit 4. Intrategic competencies.

- Topic 4. Communication.
- Topic 5. Empathy.
- Topic 6. Delegation.
- Topic 7. Coaching.
- Topic 8. Teamwork.
- Topic 9. Decision making.
- Topic 10. Motivation.

Unit 5. Personal effectiveness skills.

- Topic 11 Proactivity.
- Topic 12 Self-government.
- Topic 13. Time management.
- Topic 14. Stress management.
- Topic 15. Digital skills.

Unit 6. Effective Presentations.

Unit 7. Healthy organizations.

5. TEACHING-LEARNING METHODS

Below are the types of teaching-learning methodologies that will be applied:

- Master class.
- Cooperative learning.
- Communicative tasks.
- Problem Based Learning (PBL).
- Simulation environments.
- Case method.

6. LEARNING ACTIVITIES

The types of learning activities, plus the amount of time spent on each activity, are as follows:

On campus:

Learning activity	Number of hours
Master classes	23
Asynchronous Master Classes (<i>Digital Student Experience</i>)	10
Practical exercises	55
Seminars	5
Self-study	40
Presentations	5
Tutorships	10
Knowledge test	2
TOTAL	150 h.

7. ASSESSMENT

The assessment systems, plus their weighting in the final grade for the subject area, are as follows:

On campus:

Assessment system	Weighting
Individual directed work	30%
Objective test of knowledge, with multiple choice questions and/or development.	45%
Portfolio	15%
Individual work (oral presentations)	10%

In the Virtual Campus, when you access the subject, you will be able to consult in detail the evaluation activities that you must carry out, as well as the delivery dates and evaluation procedures for each of them.

8. BIBLIOGRAPHY

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