



Course Plan (Syllabus)

First: Course Information

Faculty: Nursing	
Department: Community and Mental Health Nursing	Program: Master
Academic Year: 2024/2025	Semester: Second

Course No.: 0801703	Course Title: Nursing Administration 1 -Theory	
Credit Hours: 3 hours	Theoretical: 3 hours	Practical: 0 hour
Prerequisite No.: None	Prerequisite Title: None	
Section No.:1	Lecture Day(s): <input type="checkbox"/> Sun <input type="checkbox"/> Tue <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input checked="" type="checkbox"/> Sat <input type="checkbox"/> Mon <input type="checkbox"/> Wed	Lecture Time: (9:00-12:00)
Level in JNQF	Level 9	Virtual Hours JNQF 126
Type of Course	Obligatory Faculty	
Type of Learning	Face-to-Face Learning	

Second: Instructor's / Coordinator's Information

Course Instructor	Name: Dr. Eman Ebrahim		Academic Rank: Associate Professor				
	Office No.:247D		Ext. No.: 1806		Email: ebrahim@zu.edu.jo		
	Office Hours	Sun 10-11 11-12	Mon 10-11 11-12	Tues choose choose	Wed choose choose	Thu 2-3 3-4	Sat choose choose
Course Coordinator	Name: Dr. Eman Ebrahim		Academic Rank: Associate Professor				
	Office No.:247D		Ext. No.: 1806		Email: ebrahim@zu.edu.jo		

Third: Course Description

This course is designed to provide post graduate students with the basic principles of nursing administration, in order to develop their management and leadership skills needed for managing nursing care services in the different health care systems today. The course will provide comprehensive analysis of concepts and theories needed for effective performance. It focuses on the management functions and strategies, administrative behaviors, ward management, nursing care delivery systems, and its interventions in management and leadership. This is done through interaction and working as a team.

Fourth: Course Objectives





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By the end of the course, students will be able to:

1. Explain the nurse manager role in the management functions.
2. Compare between leadership and management.
3. Explain the importance, process, stages and five rights of delegation.
4. Differentiate between traditional and contemporary leadership styles.
5. Analyze the integration between power, empowerment and leadership.
6. Apply patient care assignment using the suitable methods.

Fifth: Learning Outcomes

Level descriptor according to (JNQF) *	CILOs Code	CILOs	Associated PILOs Code Choose one PILO for each CILO**	Assessment Methods	Scores out of 100
Knowledge	K1	Explain the role of the nursing manager in management, staffing, strategic planning, and budgeting functions.	P1	Quizzes, Midterm and Final Exam	12
	K2	Describe the principles of organizing and organizational structures in light of organizational theories.	P1	Quizzes, Midterm and Final Exam	12
	K3	Explain how a nurse manager can use delegation and power to build an effective team.	P2	Quizzes, Midterm and Final Exam	14
Skills	S1	Demonstrate effective communication with nursing staff to develop effective health care teams, using leadership and management skills.	P3	Quizzes, Midterm and Final Exam	15
	S2	Analyze the effectiveness of patient care delivery systems to choose the best suitable in accordance to patient needs, nursing staff and resources in the nursing unit in light of staffing plan and pattern.	P4	Quizzes, Midterm and Final Exam	10
Competencies	C1	Present a budgetary plan for a nursing department in light of strategic and operational planning.	P5	Quizzes, Midterm and Final Exam	8
	C2	Make patient care assignment using the suitable methods.	P5	Quizzes, Midterm and Final Exam	14
	C3	Conduct a group meeting according to guidelines.	P6	Quizzes, Midterm and Final Exam	15

* <https://jnqf.heac.org.jo/?v=5.20.10.28.2&url=ar/Manuals>; ** Program Outcome Competencies (Learning outcomes) Code (PILOS); CILOs: Course Intended Learning Outcomes; *** <https://www.aacnnursing.org/Portals/0/PDFs/Publications/Essentials-2021.pdf>

**** https://jnc.gov.jo/ebv4.0/root_storage/en/eb_list_page/national_standards_and_core_competencies_for_registered_nurse_2016.pdf





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Sixth: Learning Resources

Main Reference: Leadership Roles and Management Functions in Nursing theory and Application		
Author: Caroh J.Huston	Edition: <i>edition 11</i>	Publication Year: 2022
Additional resources: Linda A.Roussel Patricia L.Thomas James L.& Harris (2023): Management and Leadership for Nurse Administrators		
Teaching Context	<input checked="" type="checkbox"/> Classroom <input type="checkbox"/> Laboratory <input checked="" type="checkbox"/> Workshop <input checked="" type="checkbox"/> MS Teams <input checked="" type="checkbox"/> Moodle	

Seventh: Course Structure

Lecture Date	Topics	CILOs Codes	Teaching Procedures	Teaching Methods	References
2025/03/08	Orientation and Introduction to the Course, Resources and Materials.	All (CILOs)	Face-to-Face	Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 2 Caroh J. Huston
2025/03/15	Introducing to Nursing Management: <ul style="list-style-type: none"> • Changes in health care • Paying for health care • Demand for quality • Evolving technology • Changes in nursing's future 	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 2 Caroh J. Huston
2025/03/22	Designing Organizations: Traditional organizational theories <ul style="list-style-type: none"> • Classical theory • Humanistic theory • Systems theory • Contingency theory • Chaos theory • Complexity theory 	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 12 Caroh J. Huston
2025/03/29	Designing Organizations: <ul style="list-style-type: none"> • Traditional organizational structures • Service-line structures • Shared governance • Health care settings • Complex health care arrangements • Organizational environment and culture 	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 14 Caroh J. Huston
2025/04/05	Delivering Nursing Care: <ul style="list-style-type: none"> • Traditional models of care • Integrated models of care • Evolving models of care Quiz-1	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch.1-3 Caroh J. uston
2025/04/12	Leading, Managing, Following: <ul style="list-style-type: none"> • Leaders and managers 	K 1-3 S 1-2		Self-study activities, Group	Ch. 10 Caroh J. uston





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	<ul style="list-style-type: none"> Traditional leadership theories Contemporary theories Management functions Nurse managers in practice Followership What makes a successful leader? 	C 1-3	Face-to-Face	discussion, Lecturing, Critical analysis of learning material and E-Learning.	
2025/04/19	Budgeting and Managing Fiscal Resources: <ul style="list-style-type: none"> The budgeting process 185 Approaches to budgeting The operating budget Determining the salary (personnel) budget Managing the supply and non-salary expense budget 	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 15-17 Caroh J. uston
Midterm Exams: 2025/04/26					
2025/05/03	Staffing and Scheduling: Staffing Scheduling	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 13 Caroh J. uston
2025/05/10	Understanding Power and Politics: <ul style="list-style-type: none"> Shared visioning as a power tool Power, politics, and policy Using power and politics for nursing's future 	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 13 Caroh J. uston
2025/05/17	Delegating Successfully: <ul style="list-style-type: none"> Delegation Benefits of delegation The five rights of delegation Accepting delegation Ineffective delegation Quiz-2	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 20 Caroh J. uston
2025/05/24	Strategic and Operational Planning	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 8-9 Caroh J. uston
2025/05/31	Building and Managing Teams: <ul style="list-style-type: none"> Groups and teams Group and team processes Building teams Managing teams 	K 1-3 S 1-2 C 1-3	Face-to-Face	Self-study activities, Group discussion, Lecturing, Critical analysis of learning material and E-Learning.	Ch. 19 Caroh J. uston
2025/06/07	Holiday: Eid Al-Adha				
Final Exams: 2025/06/15 to 2025/06/25					



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Eighth: Assessment Methods

Assessment Method	Score Identified for each Assessment	Specific Course Output to be Assessed*							
		K1	K2	K3	S1	S2	C1	C2	C3
Mid-term Exam	30%	3	3	5	5	3	3	5	3
Quizzes	10%	3			3		1		3
Group Presentation	20%	1	3	3	3	3	1	3	3
Final Exam	40%	5	6	6	4	4	3	6	6
Total out of 100	100	12	12	14	15	10	8	14	15

* Refer to document ([Guidelines-for-Nursing-Programs-Accreditation-at-Jordanian-Universities](#))

Ninth: Course Policies

All course policies apply across **all teaching modes**, including **online, blended, and face-to-face learning**.

- **Punctuality:** Attend on time; late work may lose marks.
- **Participation:** Engage in discussions, group work, and assignments.
- **Attendance & Exams:** Mandatory attendance; valid excuse required for absences.
- **Academic Integrity:** No cheating, plagiarism, or unauthorized collaboration.
- **Ethical Conduct:** Respectful behavior is required online and offline.
- **Technology Use:** Follow platform rules; no misuse of digital tools.

Approval	Name	Date	Signature
Head of Department	Dr. Islam Al-Oweidat	2025/03/02	
Faculty Dean	Dr. Ahmed Rayan	2025/03/02	

