



MONDO INTERNATIONAL ACADEMY

Mondo International Academy,
s.r.o.
Záhradnícka 60

STUDY FIELD: HEALTHCARE MANAGEMENT		
CODE: HCM/L6E		
GUARANTEE: Doc. Alica Harajová PhD.		Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.
Period of study Semester: 4 semesters Grade: BSc.	Form of study: Blended / Distance The total qualifying time is (TQT): 1,200 hours The total number of hours of supervised education is (GLH): 485	ETCS 120
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>		Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>

Aims:

Our new qualifications in Healthcare Management at Level 6 have been developed to conform to the requirements of the RQF, to meet the requirements of the sector and to respond to the needs of our centres.

These qualifications provide generic management skills for those planning to or working in the healthcare sector with the addition of units that are specifically targeted at those working in the public sector. The qualifications deliver the skills and knowledge that meet the needs of managers on a domestic and international platform.

We provide a flexible route for learners who have already achieved management qualifications at a lower level and for learners who do not have management qualifications but may have qualifications in other areas and/or prior management experience in the workplace.

Our suite of qualifications is designed to provide:

- opportunities for learners to develop a range of knowledge and skills, personal qualities and attitudes essential for successful performance in working life

Support and Recognition

These qualifications have been developed with the support of the sector skills council, the Council for Administration. The Healthcare Management titles also have the support of Skills for Health.

National Occupational Standards

The ATHE Level 6 qualifications in Healthcare Management provide much of the underpinning knowledge and understanding for the National Occupational Standards in Management and Leadership.

Rules of combination

Learners must complete the six mandatory units totalling 70 credits. They must complete either Managing Finance in the Public Sector or Financial Decision Making for Managers.

A further four or five units totalling a minimum of 50 credits from the list of optional units must be completed to achieve a minimum of 120 credits for the Diploma. 7.

Subjects of study field:

Unit Title Mandatory units	Credit
International Healthcare Policy	15
Managing Quality and Service Delivery	10
Leadership and Management	15
Research Project	10
Personal Leadership and Management Development	10
Choose one from the following:	
Managing Finance in the Public Sector	10
Financial Decision Making for Managers	10
Optional units	
<i>Learners must complete a further 4 or 5 units from the list below to achieve a minimum of 120</i>	
Human Resource Management	15
Project Management	15
Programme Leadership	10
Risk Management	10
Manage Sustainability in an Organisation	15
Strategic Planning	15
Managing Stakeholder Engagement	10
Leading Organisational Equality and Diversity	10

Language in which the subject is taught:
Slovak, English, German

Date of last modification:
January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-IHP	Unit name: INTERNATIONAL HEALTHCARE POLICY	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 1. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 60	ECTS 15
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: To explore the international context for healthcare policy and organisation of healthcare. To understand contemporary issues and promotion of public health. Learners should understand the political, social and cultural issues that help to determine healthcare policy and be able to critically assess the policies and practice in one specific context.		
Course contents: <ul style="list-style-type: none"> - forming health care policy in an international context - the impact of funding on policy-making in the national context - critical evaluation of health policy in the national context - the impact of culture on health care - the impact of society on health care - cultural and social impacts and attitudes towards healthcare in one national context - health policy and its transfer into practice in international contexts - organizations involved in healthcare at national and international level - the structure of health care provision in the selected national context - practical barriers to the provision of healthcare in the national context - international socio-political issues in support of public health - the impact of international campaigns and national politicians on the demand for health care - the role of health promotion in determining the demand for health care services in the national environment - current problems in health and social care - the impact of the issues on national and international policy - practical responses to current issues in a national and international context 		

Literature:	
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-MQSD	Unit name: MANAGING QUALITY AND SERVICE DELIVERY	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 1. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: This unit aims to introduce the learner to the delivery of excellent customer service. The learner will also develop knowledge and understanding required for quality measurement and management of service delivery (for public service or healthcare management programmes the unit can be delivered in context).		
Course contents: <ul style="list-style-type: none"> - stakeholder groups and their expectations regarding the provision of health services - the impact of poor quality health services on the organization and stakeholders - meeting the needs of stakeholders - quality concepts and quality standards in relation to the provision of health services - approaches to quality management in the provision of health services - quality standards and monitoring - the concept of continuous improvement of the provision of health services - the need for continuous improvement of the provision of health services - possibilities of implementation of processes for continuous improvement of provided health services 		
Literature:		
Language in which the subject is taught: Slovak, English, German		Date of last modification: January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-LM	Unit name: LEADERSHIP AND MANAGEMENT	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 2. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 60	ECTS 15
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: The aim of this unit is to enable the learner to understand theories of leadership and management and how to use leadership and management skills to improve motivation and performance. The learner will also understand the development and effectiveness of teams.		
Course contents: <ul style="list-style-type: none"> - leadership and management concepts - key theories of management and leadership - challenges of leadership and management practice - key motivational theories and their impact on organizational success - the role of leadership and management in motivating employees - the contribution of performance management techniques as organizational processes - team development - tasks and models of team leadership - the role and usefulness of teams in the organization 		
Literature:		
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021	

UNIT INFORMATION SHEET		
Code: HCM/L6E-RP	Unit name: RESEARCH PROJECT	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 4. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: This unit aims to develop the skills required to produce a research question and carry out independent research using appropriate research techniques. The unit also aims to enable the learner to analyse research findings, evaluate research methodology used and present findings.		
Course contents: <ul style="list-style-type: none"> - validation of relevant research areas - an appropriate research approach - appropriate research questions / hypotheses for the selected research area - a detailed research proposal for the selected research area - the relevant research methods for the area and type of research - ethical issues related to research - research findings and conclusions - research methods, techniques and findings and the validity of the research - research results and conclusions 		
Literature:		
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021	

UNIT INFORMATION SHEET		
Code: HCM/L6E-PLaMD	Unit name: PERSONAL LEADERSHIP AND MANAGEMENT DEVELOPMENT	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 2. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: This unit aims to enable the learner to develop own personal leadership and management skills to support the achievement of own and organisational objectives.		
Course contents: <ul style="list-style-type: none"> - the impact of organizational goals, values and culture on leadership and management - leadership and management skills needed to support the achievement of organizational goals - personal leadership and management skills, identification of personal development necessary to support the achievement of organizational goals - opportunities for developing leadership and management skills - a personal development plan for the development of leadership and management skills - personal development of leadership and management skills - a plan for personal development compared to the original goals - effectiveness of personal development of leadership and management skills - areas for further development and updating of the personal development plan 		
Literature:		
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021	

UNIT INFORMATION SHEET		
Code: HCM/L6E-MFiPS	Unit name: MANAGING FINANCE IN THE PUBLIC SECTOR	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 3 . Grade: BSc .	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: To provide the skills and techniques to analyse and control finance in a public sector environment. To explain accountability for public sector finance.		
Course contents: <ul style="list-style-type: none"> - public sector organizations - the responsibility of public sector managers in relation to finances - financial information reported for various public sector organizations - available financial information and evaluation of its use for decision-making and control - areas, monitoring - different types of financial decisions and demonstration techniques to support decision-making - tendering procedure - evaluate public sector tenders and select a suitable supplier 		
Literature:		
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021	

UNIT INFORMATION SHEET		
Code: HCM/L6E-FDMfM	Unit name: FINANCIAL DECISION MAKING FOR MANAGERS	
Field of study: Healthcare management Mandatory		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 3. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>		Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>
Aims: The aim of this unit is to develop the skills required for analysing financial information and making business decisions based on published financial information. Where appropriate, information about business structures and format of published financial statements can be taught in either a national or international context.		
Course contents: <ul style="list-style-type: none"> - ownership structures and measurement of financial performance - financial statements for decision-making purposes - financial ratios from published accounts to support business decision-making - long-term and short-term corporate financing needs - sources of funding - the implications of different sources of funding for the organization - recommendations for securing financing for business projects - budgets and cash flow - capital expenditures or investment projects using investment valuation techniques - recommendations on corporate finance and expenditure management 		

Literature:	
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-HRM	Unit name: HUMAN RESOURCE MANAGEMENT	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 1. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 60	ECTS 15
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: To develop skills and knowledge in the field of human resource management strategy. To look at contemporary issues which affect human resource strategy within organisations.		
Course contents: <ul style="list-style-type: none"> - strategic human resources management - the importance of human resources - strategic human resources management - strategic process of human resources - roles in strategic human resource management - development and implementation of human resources strategies - A set of HR strategies for the organization - HR strategies and their application in the organization - current issues affecting the strategic management of human resources 		
Literature:		
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021	

UNIT INFORMATION SHEET		
Code: HCM/L6E-RM	Unit name: RISK MANAGEMENT	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 2. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: To raise business risk awareness and develop knowledge and understanding in the assessment, monitoring and control of business risks. To enable the learner to develop an appreciation of the implications of business risks.		
Course contents: <ul style="list-style-type: none"> - the role of the risk management function in business - the role of the business function and risk management - the risk assessment process - risk management approaches - the risk management process - the main factors of business risk - the impact of different types of risks on the business organization - high-risk business areas - risk management strategies - the vulnerability of enterprises to disruptions - evaluation of approaches to crisis management and business continuity planning 		
Literature:		
Language in which the subject is taught: Slovak, English, German		Date of last modification: January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-PM	Unit name: PROJECT MANAGEMENT	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 3. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 60	ECTS 15
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>		Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>
Aims: To understand the process of identifying appropriate and feasible projects, and to be able to initiate and start a project. To be able to manage, monitor and control a project, including assessing, managing and controlling project risks and issues, project and team management and change management. To be able to evaluate the success or failure of a project.		

Course contents:

- assessment of set business objectives
- project subdivisions estimates time, resources and costs
- project methodology
- feasibility of the proposed project
- project management structure and administration
- roles and responsibilities of the project manager
- detailed project plan
- alternative project team structures
- interpersonal skills needed for effective project management
- the quality management process
- project change management procedures
- problems and risks that may hinder the project
- systems for monitoring and evaluating the status of the project
- control systems to detect and manage problems arising during projects
- problems and risks that may be encountered in the final stages of the project.
- the necessary project tasks to be completed in the final stages of the project

Literature:

Language in which the subject is taught:

Slovak, English, German

Date of last modification:

January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-SP	Unit name: STRATEGIC PLANNING	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 4. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 45	ECTS 15
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: To develop the knowledge, understanding and skills necessary to develop an organisational strategic plan.		

Course contents:

- the importance of external factors influencing the organization
- the needs and expectations of the organisation's stakeholders
- major changes taking place in the external environment that will affect the strategy
- appropriate tools for analyzing the effects of current business plans
- the organization's position in its current market
- Competitive strengths and weaknesses of the organization's current business strategies
- modeling tools to develop strategic options for the organization
- a comparative understanding of the activities of organizations in the market
- the possibility to form the basis of a future organizational strategy
- an appropriate structure for the strategic plan to ensure adequate participation of all stakeholders in the organization
- criteria for examining potential options for the strategic plan
- an agreed strategic plan that includes an impact on resources
- basic organizational values (ethical, cultural, environmental, social and business) with the current business goals of the organization
- vision and mission of the organization
- agreed future management objectives of the organization
- measures to evaluate the strategic plan
- the schedule for the implementation of the strategic plan in the organization
- appropriate dissemination processes in order to gain the commitment of stakeholders in the organization
- monitoring and evaluation systems for the implementation of the strategic plan in the organization

Literature:

Language in which the subject is taught:
Slovak, English, German

Date of last modification:
January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-LOEaD	Unit name: LEADING ORGANISATIONAL EQUALITY AND DIVERSITY	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 2. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: The aim of this unit is to enable the learner to develop an understanding of the importance of managing equality and diversity within the organisation and to understand how to lead the approach to equality and diversity within an organisation.		
Course contents: <ul style="list-style-type: none"> - legal requirements concerning equality within the organization and relations between organizations - the implications of guidelines and codes of practice on equality and diversity in specific industries - the implications of equality and diversity for the organization - the needs and expectations of stakeholders in relation to the organisation's equality and diversity policy - a commitment to equality and diversity within the organization - policies and procedures to promote equality and diversity - methods for communicating commitments, policies and procedures to relevant stakeholders in the organization - addressing equality and diversity - methods for examining and monitoring equality and diversity - stakeholder groups 		
Literature:		
Language in which the subject is taught: Slovak, English, German		Date of last modification: January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-MSiO	Unit name: MANAGE SUSTAINABILITY IN AN ORGANISATION	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 3. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 60	ECTS 15
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turned into an opportunity for learning.</p>		Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>
Aims: To develop the knowledge, skills and techniques to be able to identify sustainability issues within an organisation and to put in place suitable management systems for legal compliance and corporate responsibility purposes.		
Course contents: <ul style="list-style-type: none"> - principles of sustainable development - current sustainability issues - key sustainability issues affecting a particular organization - legislation, regulations and guidelines on sustainable development issues - the importance of legislation, regulations and guidelines for sustainability - application of legislation, regulations and guidelines on sustainable development - business objectives are influenced by ethical considerations - implications for the ethical functioning of the company and its stakeholders - business objectives influenced by ethical considerations - specific areas for improvement in relation to sustainability - the results of sustainability research - improving sustainability - the relevant environmental management standards for the organization - environmental management standards - the environmental management system for the organization - implementation of the environmental management system 		

Literature:	
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021

UNIT INFORMATION SHEET		
Code: HCM/L6E-MSE	Unit name: MANAGING STAKEHOLDER ENGAGEMENT	
Field of study: Healthcare management Optional		
GUARANTEE: Doc. Alica Harajová PhD.	Lectors: Doc. Alica Harajová PhD. PhDr. Andrej Truschel Ph.D. MBA Doc. Dušan Masár PhD.	
Period of study Semester: 4. Grade: BSc.	Form of study: Blended / External Recommended range of teaching (in hours) per semester: 40	ECTS 10
Method of evaluation and completion of the course (Blended form): <ul style="list-style-type: none"> - Quizzes - Live webinar or Podcast tutorial with a teacher in real time - E-learning without teacher supervision in real time - Independent learning without supervision - Final evaluation: Exam <p>All forms of assessment that are carried out without the supervision of a trainer, trainer, tutor or other appropriate education or training provider, including cases where assessment is based on competencies, may be turn into an opportunity for learning.</p>	Method of evaluation and completion of the course (Distance form): <ul style="list-style-type: none"> - Supervised induction sessions - Learner feedback with a teacher in real time - Supervised independent learning - Classroom-based learning supervised by a teacher - Work-based learning supervised by a teacher - Live webinar or telephone tutorial with a teacher in real time - E-learning supervised by a teacher in real time - Final evaluation: Exam <p>All forms of assessment that take place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.</p>	
Aims: The aim of the unit is to enable the learner to develop the knowledge and understanding required to engage with stakeholders and to learn how to manage stakeholders in projects and organisations.		
Course contents: <ul style="list-style-type: none"> - stakeholders, their needs and expectations for the organization or project - mapping relations with stakeholders - the importance of stakeholder involvement - methods for involving stakeholders in the validation of policy implementation - communication strategy and effective cooperation with stakeholders - building and maintaining relationships with stakeholders - issues that may affect relations with stakeholders - potential conflict situations and possible solutions - the importance of monitoring and controlling stakeholder involvement - methods for raising stakeholders' views on policy and other issues - stakeholder validation and agreement on policies and plans 		
Literature:		
Language in which the subject is taught: Slovak, English, German	Date of last modification: January / 2021	