

Management Skills for Clinical Managers and Staff Nurses

This course is focused on the key competencies required for ward managers to be effective in their roles as leaders and managers in healthcare delivery. Clinical managers perform both managerial and leadership functions in order to provide effective healthcare delivery to patients. For this reason, this workshop explores both management and leadership functions and how these are applied in practice so as to promote quality and safety of care. It also highlights the importance of the role of ward manager in leading a team.

Outline of Day

Note: Category 1 Approved by Nursing and Midwifery Board of Ireland (NMBI)

09.45	Registration
10.00	Introduction and Welcome
10.15	Outline of Objectives Introduction to Management Theory; Definitions of Management and Leadership; Management as a Process
11.15	Tea / Coffee
11.30	Effective Management and Leadership Team Building and Team Working Characteristics of an Effective Team and an Effective Leader
13.00	Lunch
14.00	Delegation and Clinical Supervision 1. Theory and Group Work
15.20	Delegation and Clinical Supervision 2. Theory and Group Work
15.50	Recap and Evaluation
16.00	Close

Aims and Objectives

- To identify key skills and competencies for front-line managers and explore how these are applied in practice.
- To explore the principles of effective leadership and management in front-line healthcare delivery.
- To identify key competencies required for effective management.
- To advise on how management competencies are applied to the healthcare setting to promote quality and safety in healthcare delivery.

Sample Reading List

- Ellis, P. and Abbott, J. (2014) 'Leadership and management skills in healthcare', *British Journal of Cardiac Nursing*, 9(2), pp. 96-9.
- Giltinane, C. L. (2013) 'Leadership styles and theories', *Nursing Standard*, 27(41), pp. 35-39.
- Henderson, A., Schoonbeek, S. and Auditore, A. (2013) 'Processes to engage and motivate staff', *Nursing Management*, 20(8), pp. 18-25.

For more information on this course or to enrol, contact the INMO Professional Development Centre by phone on 01 6640641/2, email pdcc@inmoprofessional.ie, or visit <https://inmoprofessional.ie>