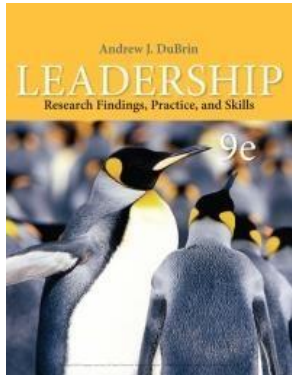


## Principles of Health Care Leadership

### Required Texts



MindTap for Dubrin, A.J. (2019). *Leadership: Research Findings, Practice, and Skills* (9th ed.). Cengage.

ISBN: 9781337620208

### Course Description

This course is designed for those considering a career in healthcare leadership. The challenging healthcare environment requires effective leadership based on a shared vision of positive outcomes for the healthcare consumer. Through learning the principles of healthcare leadership, leaders should understand their own personal leadership style, be conversant with theories of effective leadership, recognize the influence of power and politics, and be able to model servant leadership. Students will apply sound leadership practices to case studies, evaluate their own leadership style, and understand the impact of negative leadership. The ability to positively influence others and manage conflict are included as traits of effective leaders.

### Course Objectives

- Articulate common healthcare leadership theories
- Relate effective leadership principles to personal traits
- Investigate the impact of leadership on outcomes
- Explore the role of power and politics in leadership
- Personalize leadership theories to model servant-leadership behavior
- Explore leadership in diverse healthcare cultures

Credit Hours: 3, didactic only

Prerequisites: AAS-HCA courses must be taken in the order listed in the University Catalog

## Testing

This is a proctored course. Distance Education Accrediting Commission (DEAC) requires validation “that the student who takes an assessment is the same person who enrolled in the program and that the examination results will reflect the student’s own knowledge and competence in accordance with stated learning outcomes.” (Retrieved February 23, 2021 from [The DEAC Accreditation Handbook](#), page 92). Grantham University utilizes the services of ProctorU to meet this requirement.

### Proctored Exam Information:

This course includes a proctored exam. You must register to take your exam using [this link](#). You may register for and schedule your exam at any time after the course start date. To take the proctored exam you must:

- Have a webcam
- Provide valid picture ID to the proctor before the exam starts
- Use a computer that will allow a live proctor from ProctorU (a third party) to temporarily take control of your computer
- Test must be scheduled at least 72 hours prior to the time you plan on completing the exam or there will be a fee paid directly to ProctorU (credit card or debit card only)
- Take the exam in a room with no other people, distractions, or interferences
- Review these three links: [ProctorU – Getting Started](#), [ProctorU – How it Works](#), [Exam Rules](#)

**\*If you do not attempt the Proctored Exam, you will be unable to access assignments and exams for all weeks following the Proctored Exam, essentially resulting in a failing grade for the course. In order to unlock assignments and exams in future weeks, schedule and complete your Proctored Exam in a timely manner.\***

### Tentative Course Schedule

Course Week	Weekly Content
Week 1: Traits, Motives, and Characteristics	<ul style="list-style-type: none"><li>• Read: Chapters 1 and 2</li><li>• Review Slideshows: Chapters 1 and 2</li><li>• Read Lecture: “Bad Bosses”</li><li>• Watch Video Lecture: “How great leaders inspire action”</li><li>• Complete MindTap Practice Activities: “Leadership Self-Assessment: Readiness for Leadership Role” and “Chapter 2 Practice”</li><li>• Discussions: “Introductions &amp; Leadership is a Relationship” and “Were You Born a Leader?”</li><li>• Assignment: “Response to Leadership Self-Assessment”</li></ul>
Week 2: Casting Light and Shadow	<ul style="list-style-type: none"><li>• Read: Chapters 3 and 4 and “Leaders are Made, Not Born – Starting in School”</li><li>• Review Slideshows: Chapters 3 and 4</li><li>• Read Lecture: “Leaders can be REALLY Good or REALLY Bad”</li></ul>

Course Week	Weekly Content
	<ul style="list-style-type: none"> <li>• Watch Video Lecture: “Why good leaders make you feel safe”</li> <li>• Complete MindTap Practice Activities: “Leadership SelfAssessment: Entrepreneurial Thinking and Behavior” and “Chapter 3 Practice” □ Discussions: “Emotional Intelligence” and “Can We Change Who We Are?”</li> <li>• Assignments: "Self-Assessment Expanded" and “Attitudes and Behaviors”</li> </ul>
Week 3: The Servant Leader	<ul style="list-style-type: none"> <li>• Read: Chapters 5 and 6 and “The Servant as Leader”</li> <li>• Review Slideshows: Chapters 5 and 6</li> <li>• Read Lecture: “Nature vs. Nurture”</li> <li>• Watch Video Lectures: “Ken Blanchard – Servant Leadership,” “What is Servant Leadership?” and “9 Behaviors of Servant Leadership”</li> <li>• Complete MindTap Practice Activity: “Chapter 6 Practice”</li> <li>• Discussions: "The Five Chairs" and “Leadership During a Crisis”</li> <li>• Assignments: "Servant Leadership" and “What is the Role of the Healthcare Leader?”</li> </ul>
Week 4: Power, Politics, and Strengths	<ul style="list-style-type: none"> <li>• Read: Chapters 7 and 8 and Gallup website □ Review Slideshows: Chapters 7 and 8</li> <li>• Read Lecture: “The Importance of Strengths”</li> <li>• Watch Video Lectures: “Strengths Based Leadership” and “The rarest commodity is leadership without ego”</li> <li>• Complete MindTap Practice Activity: “Chapter 7 Practice”</li> <li>• Discussion: "Power, Politics, and Ego"</li> <li>• Assignments: "Power, Politics, and Leadership Expanded" and “Influencing Tactics of Leaders” □</li> </ul> <p>Proctored Exam</p>
Week 5: Teams, Motivation, and Soft Skills	<ul style="list-style-type: none"> <li>• Read: Chapters 9 and 10 and “Here’s Top-10 Most ‘InDemand’ Skills That You Should Have in 2019”</li> <li>• Review Slideshows: Chapters 9 and 10</li> <li>• Read Lecture: “Soft and Hard Skills”</li> <li>• Watch Video Lecture: “Robert’s Rules of Order – How Robert’s Rules Can Be a Team Building Tool”</li> <li>• Complete MindTap Practice Activity: “Chapter 10 Practice”</li> <li>• Discussions: "Do I Have Soft Skills?" and “Robert’s Rules of Order”</li> <li>• Assignment: "What Teams are Needed?" □ Quiz</li> </ul>

Week 6: Conflict Management	<ul style="list-style-type: none"> <li>• Read: Chapters 11 and 12 and “Chance Favours the Connected Mind”</li> <li>• Review Slideshows: Chapters 11 and 12</li> <li>• Read Lecture: “What Level of Leadership”</li> </ul>
<b>Course Week</b>	<b>Weekly Content</b>
	<ul style="list-style-type: none"> <li>• Watch Video Lectures: “How to Handle a Bad Temper   9 Tips to Control Your Anger,” “Understanding Empathy” and “Taking Imagination Seriously”</li> <li>• Complete MindTap Practice Activities: “Chapter 12 Practice”</li> <li>• Discussions: “Difficult People and Our Responses” and “Creativity and Innovation”</li> <li>• Assignments: “Whack a Mole” and “Communication in Crosscultural Groups”</li> </ul>
Week 7: Behaviors	<ul style="list-style-type: none"> <li>• Read: Chapters 13 and 14 and “State of Workplace Empathy”</li> <li>• Review Slideshows: Chapters 13 and 14</li> <li>• Read Lecture: “Leading Across the Great Divides”</li> <li>• Watch Video Lectures: “Transform your culture: Diversity and inclusion in the modern workplace” and “The connected wheelchair project proof of concept”</li> <li>• Complete MindTap Practice Activities: “Leadership SelfAssessment: My Tolerance for Cultural Differences” and “Chapter 13 Practice”</li> <li>• Discussions: “How Should Leaders Best Respond to Prejudice?” and “Strategic Planning”</li> <li>• Assignments: “Cultural Tolerance Quiz and Reflection” and “Cultural Sensitivity in Leadership”</li> </ul>
Week 8: The Future	<ul style="list-style-type: none"> <li>• Read: Chapter 15 and “Importance of Leadership Style towards Quality of Care measures in Healthcare Settings: A Systematic Review”</li> <li>• Review Slideshow: Chapter 15</li> <li>• Read Lecture: “Raining Destruction Down”</li> <li>• Watch Video Lecture: “How great leaders inspire action”</li> <li>• Complete MindTap Practice Activity: “Chapter 15 Practice”</li> <li>• Discussions: “Society for Human Resource Management” and “Career Management” □ Assignment: “Employment Law”</li> </ul>

### Grading Policy

<b>Grading Category</b>	<b>Grade Weight</b>
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Discussions	30%
Assignments	65%
Exams and Quizzes	5%

## Estimated Student Workload

The following table outlines the academic effort required by students to become successful in this course. While the times in the table are hourly approximations, it is presented to help students with their time management. Please note, depending on the student's background knowledge and experience of the course subject, and an individual student's academic capabilities, these times will vary.

Course Week	Activity and Time Required
Week 1	<ul style="list-style-type: none"> <li>• Reading/Watching: 3.9</li> <li>• Discussion: 5.0</li> <li>• Homework: 4.0</li> <li>• Total Time Estimated: 12.9</li> </ul>
Week 2	<ul style="list-style-type: none"> <li>• Reading/Watching: 4.4</li> <li>• Discussion: 5.0</li> <li>• Homework: 7.0</li> <li>• Total Time Estimated: 16.4</li> </ul>
Week 3	<ul style="list-style-type: none"> <li>• Reading/Watching: 3.7</li> <li>• Discussion: 5.0</li> <li>• Homework: 5.0</li> <li>• Total Time Estimated: 13.7</li> </ul>
Week 4	<ul style="list-style-type: none"> <li>• Reading/Watching: 4.2</li> <li>• Discussion: 2.5</li> <li>• Homework: 8.0</li> <li>• Total Time Estimated: 14.7</li> </ul>
Week 5	<ul style="list-style-type: none"> <li>• Reading/Watching: 3.9</li> <li>• Discussion: 5.0</li> <li>• Homework: 6.0</li> <li>• Total Time Estimated: 14.9</li> </ul>
Week 6	<ul style="list-style-type: none"> <li>• Reading/Watching: 5.0</li> <li>• Discussion: 5.0</li> <li>• Homework: 6.0</li> <li>• Total Time Estimated: 16.0</li> </ul>
Week 7	<ul style="list-style-type: none"> <li>• Reading/Watching: 5.8</li> <li>• Discussion: 5.0</li> <li>• Homework: 5.0</li> <li>• Total Time Estimated: 15.8</li> </ul>
Week 8	<ul style="list-style-type: none"> <li>• Reading/Watching: 3.2</li> <li>• Discussion: 5.0</li> <li>• Homework: 8.0</li> <li>• Total Time Estimated: 16.2</li> </ul>

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