



جامعة الزيتونة الأردنية
Al-Zaytoonah University of Jordan
كلية التمريض
Faculty of Nursing



"التمريض جوهر الحياة"
"Nursing is the Essence of Life"

"عراقة وجودة"
"Tradition and Quality"

QF03/0408-4.0E	Course Plan for Bachelor program - Study Plan Development and Updating Procedures/ Nursing Department
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Study plan No.	2025-2026	University Specialization	Nursing
Course No.	0301433	Course name	Administration and Leadership in Nursing (Theory)
Credit Hours	3	Prerequisite Co-requisite	-
Level of the course	4 th years	Language of instruction	English
Course type	<input type="checkbox"/> Mandatory university requirement <input type="checkbox"/> University elective requirements	<input type="checkbox"/> Faculty mandatory requirement <input type="checkbox"/> Support course family requirements	<input checked="" type="checkbox"/> Mandatory requirements <input type="checkbox"/> Elective requirements
Teaching style	<input type="checkbox"/> Full online learning	Blended learning	Traditional learning
Teaching model	<input type="checkbox"/> Synchronous: 1 asynchronous	1 face to face: 1 asynchronous	2 Traditional

Faculty member and study divisions' information (to be filled in each semester by the subject instructor)

Section	Name	Academic rank	Office No.	Phone No.	Office hours	E-mail
1						
	Other instructors	Academic rank	Office No.	Phone No.	Office hours	E-mail
Division number		Time	Place	Number of students	Teaching style	Approved model
1					Traditional	2
2					Traditional	2
3					Traditional	2
4					Traditional	2
5					Traditional	2



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Brief description

This course is organized to provide the theoretical background that help nursing understand the principles of nursing leadership and management. It is designed to teach students with the managerial and leadership skills including the management process; planning, organizing, directing and controlling, through which students can expect their future roles. This course is interactive and encouraging students to contribute in class discussions and case scenarios.

Learning resources

Course book information (Title, author, date of issue, publisher ... etc.)	1. Sullivan, E.J. (2018). Effective leadership and management in nursing, (9th ed.). New Jersey: Pearson Education, Inc.			
Supportive learning resources (Books, databases, periodicals, software, applications, others)	Samson, R. (2025). Leadership and management in nursing practice and education. Jaypee. Roussel, L.A. (2020). <i>Management and Leadership for Nurse Administrators</i> , 8 th edition, Jones & Barlett Learning. Ellis, P. (2019). <i>Leadership, Management and Team Working in Nursing</i> , 3 rd edition, Sage Publishing. Rundio. (2019). <i>Nurse Management & Executive Practice</i> , Iww. Northhouse, P. (2019). <i>Leadership Theory and Practice</i> , 8 th edition, Sage publishing. Weberg. (2019). <i>Leadership in Nursing Practice: Changing the landscape of Health care</i> , 3 rd edition, Jones & Barlett Learning.			
Supporting websites	http://www.worldcat.org/oclc/960964818 . https://au.reachout.com/ . headtohealth.gov.au . https://headspace.org.au/ .			
The physical environment for teaching	<input checked="" type="checkbox"/> Class room	<input type="checkbox"/> labs	<input checked="" type="checkbox"/> Virtual educational platform	<input type="checkbox"/> Others
Necessary equipment and software	<ul style="list-style-type: none"> Web sites and Internet. Data-show 			
Supporting people with special needs	-----			
For technical support	Contact the e-learning center and open resources			



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Course Plan for Bachelor program - Study Plan Development and Updating Procedures/
Nursing Department

First floor – faculty of science and information technology
Dr. kaled jaber
Tel : 064291511. Ext. 425
e-mail: k.jaber@zuj.edu.jo

Course Intended Learning Outcomes (CILOs):

Upon successful completion of this course, students will be able to achieve the following Program and Course Intended Learning Outcomes

PILO #1: Comprehend the basic nursing knowledge needed to provide a safe and effective care environment, and comprehensive nursing care based on research and scientific evidence.



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Course Intended Learning Outcomes (CILO)	<ol style="list-style-type: none"> 1. Describe the nursing care practices and leadership roles associated with various managerial functions to provide safe and effective care. 2. Differentiate leadership roles and management functions to integrate both in most contemporary leadership positions. 3. Relate the appropriate evidence-based managerial functions and leadership roles to meet the health care services and staff needs
Concept based competency1: (Safe and Effective Care Environment)	Professional and Core Values, Professional Growth and Development, Accountability and Responsibility, Advocacy, Client rights, Collaboration, Continuity of Care, Referrals, Concept of management, Case manager, Performance and Quality Improvement, Injury prevention, Use safety devices, Handling hazardous and infection material, safety, Standard precautions/ transmission-based precautions/ surgical asepsis, Member of the Nursing Profession, Evidence-Based Practice, Caring and Spirituality.
Relevant Competency (JNC)	Standard 1 (core competencies 1,2,3,4,5,6), Standard 3 (core competencies 1,2,3,4), Standard 4 (core competencies 1,2,3,4), Standard 5 (core competencies 1,2), Standard 6 (core competencies 1,2,3).
National framework	MK1.
Weight	35%
Learning Methods	<ul style="list-style-type: none"> • Lecture, Questions and Answers, Group Discussion, Problem Solving, Small Groups, Collaborative Learning
Evaluation Methods	<ul style="list-style-type: none"> • Assignments, and class participation, Short Exam, Mid-Term Exam, and final Exam



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PILO # 4: Show the ability to communicate and develop effective strategies to promote and maintain health and prevent diseases, while considering social and cultural diversity.	
Course Intended Learning Outcomes (CILO)	<ol style="list-style-type: none"> 1. Propose effective plans for the implementation of selected strategies across a wide range of the organizational domains and levels, focusing on vulnerable populations, and considering their different social and cultural diversity. 2. Discuss the use of effective managerial communication competencies with staff and clients from different social and cultural backgrounds aiming to promote and maintain client's health.
Concept based competency1: (Safe and Effective Care Environment)	Professional and Core Values, Professional Growth and Development, Accountability and Responsibility, Advocacy, Client rights, Collaboration, Continuity of Care, Referrals, Concept of management, Case manager, Performance and Quality Improvement, Injury prevention, Use safety devices, Handling hazardous and infection material, safety, Standard precautions/ transmission-based precautions/ surgical asepsis, Member of the Nursing Profession, Evidence-Based Practice, Caring and Spirituality
Relevant Competency (JNC)	Standard (7.1, 7.2, 7.3, 7.4, 7.5).
National framework	MC1.
Weight	20%
Learning Methods	Lecture, Questions and Answers, Group Discussion, Problem Solving, Small Groups, Collaborative Learning
Evaluation Methods	Assignments, and class participation, Short Exam, Mid-Term Exam, and final Exam



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PILO # 5: Demonstrate the ability to maintain the physiological integrity of patients while providing high quality nursing care.

Course Intended Learning Outcomes (CILO)	<p>1. Recognize managerial knowledge both as a leader and as a member of a health team to achieve maximum physiological integrity for the client.</p> <p>2. Evaluate strategies of change that could be used in the nursing department to maintain quality improvement.</p>
Concept based competency1: (Safe and Effective Care Environment)	Professional and Core Values, Professional Growth and Development, Accountability and Responsibility, Advocacy, Client rights, Collaboration, Continuity of Care, Referrals, Concept of management, Case manager, Performance and Quality Improvement, Injury prevention, Use safety devices, Handling hazardous and infection material, safety, Standard precautions/ transmission-based precautions/ surgical asepsis, Member of the Nursing Profession, Evidence-Based Practice, Caring and Spirituality
Relevant Competency (JNC)	Standard (7.1, 7.2, 7.3, 7.4, 7.5).
National framework	MC2.
Weight	15%
Learning Methods	Lecture, Questions and Answers, Group Discussion, Problem Solving, Small Groups, Collaborative Learning
Evaluation Methods	Assignments, and class participation, Short Exam, Mid-Term Exam, and final Exam

PILO # 6: Demonstrate the ability to maintain the psychological and social integrity of patients and to communicate effectively with clients and healthcare professionals while considering cultural diversity.



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Course Intended Learning Outcomes (CILO)	<p>1. Evaluate the appropriate managerial strategies for actively creating constructive organizational cultures and directing subordinate behavior to achieve both personal and organizational goals, considering communication strategies and cultural context.</p> <p>2. Utilize effective intra and interdisciplinary communication and accurate documentation by using information technology skills to provide quality nursing care for colleagues, patients/clients, and their relatives.</p>
Concept based competency1: (Safe and Effective Care Environment)	Professional and Core Values, Professional Growth and Development, Accountability and Responsibility, Advocacy, Client rights, Collaboration, Continuity of Care, Referrals, Concept of management, Case manager, Performance and Quality Improvement, Injury prevention, Use safety devices, Handling hazardous and infection material, safety, Standard precautions/ transmission-based precautions/ surgical asepsis, Member of the Nursing Profession, Evidence-Based Practice, Caring and Spirituality
Relevant Competency (JNC)	Standard (7.1, 7.2, 7.3, 7.4, 7.5).
National framework	MC3.
Weight	20%
Learning Methods	<ul style="list-style-type: none"> Lecture, Questions and Answers, Group Discussion, Problem Solving, Small Groups, Collaborative Learning
Evaluation Methods	<ul style="list-style-type: none"> Assignments, and class participation, Short Exam, Mid-Term Exam, and final Exam



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PILO # 7: Assume responsibility for the development of professional nursing roles that commensurate with global health issues such as pandemics and challenging threats and their impact on the economics of healthcare systems.	
Course Intended Learning Outcomes (CILO)	<ol style="list-style-type: none"> 1. Create an appropriate managerial plan based on major global health issues and challenging threats at all phases of nursing care. 2. Illustrate the principles of risk management to develop the appropriate nursing administrative roles considering the economic healthcare system
Concept based competency1: (Safe and Effective Care Environment)	Professional and Core Values, Professional Growth and Development, Accountability and Responsibility, Advocacy, Client rights, Collaboration, Continuity of Care, Referrals, Concept of management, Case manager, Performance and Quality Improvement, Injury prevention, Use safety devices, Handling hazardous and infection material, safety, Standard precautions/ transmission-based precautions/ surgical asepsis, Member of the Nursing Profession, Evidence-Based Practice, Caring and Spirituality
Relevant Competency (JNC)	Implicitly covered through performance, knowledge, resource utilization, and provision of client-centered care
National framework	MC4.
Weight	10%
Learning Methods	<ul style="list-style-type: none"> • Lecture, Questions and Answers, Group Discussion, Problem Solving, Small Groups, Collaborative Learning
Evaluation Methods	<ul style="list-style-type: none"> • Assignments, and class participation, Short Exam, Mid-Term Exam, and final Exam

Mechanisms for direct evaluation of learning outcomes



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Type of assessment / learning style	Fully electronic learning	Blended learning	Traditional Learning (Theory Learning)	Traditional Learning (Practical Learning)
Midterm exam		30%		
Quizzes		10%		
Assignment		10%		
Participation		10%		
Final exam		40%		

Evaluation Methods:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

Evaluation Activity/Purpose	Covered PILO	Mark	Topic(s)	Period (Week)	Platform
Midterm Exam	1&2	30%	<ul style="list-style-type: none"> Introducing Nursing Management Designing Organization Delivering Nursing Care Leading, Managing, Following Initiating and Managing Change Managing and Improving Quality Staffing and scheduling Understanding Power and Politics Delegating Successfully Building and Managing Teams Decision making and problem solving Budgeting and Managing Fiscal Resources Motivating and Developing Staff Evaluating staff performance Informatics 		https://exams.zuj.edu.jo/
Quizzes		10%			
Assignment Appendix # 1		10%			
Participation	ALL	10%			



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Final	1&2	40%	All Topics	Week 16	
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Note 1: Asynchronous interactive activities are activities, tasks, projects, assignments, research, studies, projects, and work within student groups ... etc. which the student carries out on his own, through the virtual platform without a direct encounter with the subject teacher.

Note 2: According to the Regulations of granting Master's degree at Al-Zaytoonah University of Jordan, 40% of final evaluation goes for the final exam, and 60% for the semester work (examinations, reports, research or any scientific activity assigned to the student).

Schedule of simultaneous / face-to-face encounters and their topics

Week	Subject	learning methods*	Reference **
1 & 2	Introduction to course syllabus and course requirements. Introducing Nursing Management	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.1)
3&4	Designing Organization	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.2)
5	Delivering Nursing Care	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.3)
6	Leading, Managing, Following	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion 	(Ch.4)



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		<ul style="list-style-type: none"> ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	
7	Initiating and Managing Change	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.5)
8	Managing and Improving Quality	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.6)
9&10	Staffing and scheduling Understanding Power and Politics	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.7) (Ch.12)
11	Delegating Successfully	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning 	(Ch.10)
12	Building and Managing Teams	<ul style="list-style-type: none"> ✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative 	(Ch.11)



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		Learning	
13&14	Decision making and problem solving	✓ Lecture, Questions and Answers	(Ch.14)
	Budgeting and Managing Fiscal Resources	✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning	(Ch.16)
15	Motivating and Developing Staff	✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning	(Ch.17)
16	Evaluating staff performance informatics	✓ Lecture, Questions and Answers ✓ Group Discussion ✓ Problem Solving, Small Groups ✓ Collaborative Learning	(Ch.18)

* Learning methods: Lecture, flipped learning, learning through projects, learning through problem solving, participatory learning ... etc.

** Reference: Pages in a book, database, recorded lecture, content on the e-learning platform, video, website ... etc.

Course Intended Learning Outcomes Matrix
Course Name: Administration and Leadership in Nursing (Theory)
Course Number: 0301433
PILO #1: Comprehend the basic nursing knowledge needed to provide a safe and effective care environment, and comprehensive nursing care based on research and scientific evidence.



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CILO S	<ul style="list-style-type: none">Describe the nursing care practices and leadership roles associated with various managerial functions to provide safe and effective care.Differentiate leadership roles and management functions to integrate both in most contemporary leadership positions.Relate the appropriate evidence-based managerial functions and leadership roles to meet the health care services and staff needs		
PILO #4: Show the ability to communicate and develop effective strategies to promote and maintain health and prevent diseases, while considering social and cultural diversity.			
CILO S	<ul style="list-style-type: none">Propose effective plans for the implementation of selected strategies across a wide range of the organizational domains and levels, focusing on vulnerable populations, and considering their different social and cultural diversity.Discuss the use of effective managerial communication competencies with staff and clients from different social and cultural backgrounds aiming to promote and maintain client's health.		
PILO # 5: Demonstrate the ability to maintain the physiological integrity of patients while providing high quality nursing care.			
CILO S	<ul style="list-style-type: none">Recognize managerial knowledge both as a leader and as a member of a health team to achieve maximum physiological integrity for the client.Evaluate strategies of change that could be used in the nursing department to maintain quality improvement.		
PILO # 6: Demonstrate the ability to maintain the psychological and social integrity of patients and to communicate effectively with clients and healthcare professionals while considering cultural diversity.			
CI L OS	<ul style="list-style-type: none">Evaluate the appropriate managerial strategies for actively creating constructive organizational cultures and directing subordinate behavior to achieve both personal and organizational goals, considering communication strategies and cultural context.Explain effective intra and interdisciplinary communication and accurate documentation by using information technology skills to provide quality nursing care for colleagues, patients/clients, and their relatives.		
PILO # 7: Assume responsibility for the development of professional nursing roles that commensurate with global health issues such as pandemics and challenging threats and their impact on the economics of healthcare systems.			



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CILOS	<ul style="list-style-type: none">Create an appropriate managerial plan based on major global health issues and challenging threats at all phases of nursing care.Illustrate the principles of risk management to develop the appropriate nursing administrative roles considering the economic healthcare system													
Week	Course contents	Intended Learning Outcomes												
		PILOS	PILO 1			PILO 4		PILO 5		PILO 6		PILO7		
		CILOS	1	2	3	1	2	1	2	1	2	1	2	
1 & 2	Introduction to course syllabus and course requirements. Introducing Nursing Management	X	X	X								X		
3-4	Designing Organization Delivering Nursing Care				X	X	X		X	X	X	X		
5-7	Leading, Managing, Following Initiating and Managing Change Decision making and problem solving			X				X	X	X	X	X		
8	Staffing and scheduling Understanding Power and Politics Delegating Successfully							X		X	X			
9-10	Building and Managing Teams Budgeting and Managing Fiscal Resources						X				X			
11-14	Motivating and Developing Staff Evaluating staff performance Informatics								X		X			



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Learning Methods Matrix							
Course Name: Administration and Leadership in Nursing (Theory)							
Course Number: 0301433							
Learning methods: Lecture, Questions and Answers, Group Discussion, Problem Solving, Small Groups, Collaborative Learning							
Week	Course contents	Course Teaching methods					
		Lecture, Q & A	Group Discussion	Problem Solving	Small Groups	Collaborative Learning	
1 & 2	Introduction to course syllabus and course requirements. Introducing Nursing Management	X	X				
3&4	Designing Organization	X	X	X	X	X	
5	Delivering Nursing Care	X	X	X			
6	Leading, Managing, Following	X	X	X	X	X	
7	Initiating and Managing Change	X	X	X	X	X	
8	Staffing and scheduling Understanding Power and Politics	X	X	X	X	X	
9&10	Managing and Improving Quality	X	X	X	X	X	
11	Delegating Successfully	X		X	X		



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12	Building and Managing Teams	X		X	X		
13&14	Budgeting and Managing Fiscal Resources	X		X	X		
15	Motivating and Developing Staff	X		X	X		
16	Evaluating staff performance informatics	X		X	X		
Head of the Department: Dr. Khaldoun Abudaat				Course Coordinator:			