

K.K. College of Nursing

BSc Nursing Program

Course Syllabus

Title: Senior Elective Nursing Management: Finance & Budgeting

Course No. 731

Credit: 1 (6 weeks)

Placement: Year – II, Semester - IV

Faculty: Sarfraz Masih

Course Coordinator

Contact # 801

Sherwinsarfraz@gmail.com

Venue: Lecture Hall # 3

Day: Thursday

Timing: 6 – 7: 20 pm

COURSE DESCRIPTION

This course is designed to provide the BSCN Post RN Student in nursing management to manage a nursing unit budget. It involves the budgeting concept a monitoring of budget.

COURSE OBJECTIVE:

By the end of this course the student will be able to

1. Develop a unit budget for a specific nursing unit
2. Monitoring and control basic expenditures with in an over all budget and track expenditures against the budget.
3. Write budget reports including variance analyses between budget versus expenditure providing rationale for the variances.
4. Begin to relate the importance of MIS system and computer applications in budget preparation, tracking, controlling & reporting in the health care institutions.

TEACHING LEARNING STRATEGIES:

Lectures, small group discussion, presentation analysis of situation problem and case studies will be used as teaching leaning strategies.

COURSE EXPECTATION:

- Regularity and punctuality
- Pre and post reading
- Active class participation
- Submission of assignment within due date

EVALUATION CRITERIA:

➤ Internal Evaluation:

- Examination = 10 %
- Assignment = 10%

References:

- Dienemann, J. (1990) Nursing Administration Strategies perspective and application New York. Appleton & Lange
- Stevens, J.B (1985) The nurse as Executive (3rd ed) USA ASPEN
- Sullivan, E. J & Decker, J.P (2009). Effective Management in Nursing (7th ed.) California: Addison Wesley Company

CONTENT**Unit – 1 Introduction to Budget**

- Definition
- Types of budget
- Capital Budget
- Cash Budget
- Operating Budget
- Flexible Budget
- Fixed
- Main Power
- Time for Budget Preparation

Unit – II Introduction to Finance

- Staffing budget preparation
- Drug budget preparation
- Services budget preparation
- Nursing division budget
- Division income expenses
- Relating the nursing and institutional budget
- Financial control

Unit – III Budget

- Purpose
- Process
- Budget as standard

Unit – IV Budgetary Concepts & Considerations

- Responsibilities according
- Motivation aspect
- Budget period
- Supply & expense budget funding
- Monitoring MIS and computer application to financial management

Weekly Teaching Schedule

Week #	Unit #	Topics	Date	Faculty
1.	Introductory Class Unit - I	Introduction <ul style="list-style-type: none"> ▪ Course Briefing ▪ Exchange of faculty & students' expectations Introduction Budget	July 22, 2010	Sarfraz Masih
2.	Unit - I	Introduction Budget	July 29, 2010	
3.	Unit - II	Introduction to Finance	August 5, 2010	
4.				
5.	Unit - III	Quiz Budget	August 12, 2010	
6.	Unit -IV	Budgetary Concepts & Considerations	August 26, 2010	
7.	Senior Elective Practicum		August 30, 2010 to onwards	