



# Pomeranian Medical University in Szczecin

## SYLLABUS of the MODULE (SUBJECT) General Information

<b>Module title:</b> Management and economics	
Module type	<u>Obligatory</u> /Facultative (wybrać)
Faculty PMU	Faculty of Medicine and Dentistry
Major	Dentistry
Level of study	long-cycle (S2J)
Mode of study	full-time studies
Year of studies, semester	Year: <b>2</b> , semester: <b>II</b>
ECTS credits (incl. semester breakdown)	1
Type/s of training	seminars (8h)/ practical/6h
Form of assessment*	<input checked="" type="checkbox"/> graded assessment: <input checked="" type="checkbox"/> descriptive <input type="checkbox"/> test <input type="checkbox"/> practical <input type="checkbox"/> oral  <input type="checkbox"/> non-graded assessment  <input type="checkbox"/> final examination <input type="checkbox"/> descriptive <input type="checkbox"/> test <input type="checkbox"/> practical <input type="checkbox"/> oral
Head of the Department/ Clinic, Unit	Dr hab. n. med. Danuta Lietz - Kijak
Tutor responsible for the module	Dr n. zdr. Marta Grzegocka / 793 262 072
Department's/ Clinic's/ Unit's website	Departemnt of Propedeutycs, Physical Diagnostics and Dental Physiotherapy; Powstańców Wielkopolskich Avenue 72 ; 70 -111 Szczecin; tel.: 91 466 16 73; mail: zpropst@pum.edu.pl
Language	English

\* replace  into  where applicable

## Detailed information

<b>Module objectives</b>		The aim of the course is to provide knowledge about the economic, legal, organizational and psychosocial aspects of practicing the profession of dentist and dental office management.
Prerequisite /essential requirements	Knowledge	<i>Knows the basic concepts of economics, market and public health</i>
	Skills	<i>Performs mathematical calculations, including percentages; Is able to operate office tools (including power point)</i>
	Competences	<i>He works in a group, draws independent conclusions, plans tasks, shows empathy, is able to lead a constructive discussion, respects lecturers and colleagues in the group, observes the rules and principles</i>

Description of the learning outcomes for the subject /module			
No. of learning outcome	Student, who has passed the (subject) knows /is able to /can:	SYMBOL (referring the standards)	Method of verification of learning outcomes*
W01	knows and understands basic psychological mechanisms during health and disease of human being	D.W6.	K, O , PS, PM
W02	knows and understands the principles of managing medical entities	G.W9.	K, O , PS, PM
W03	knows and understands rules of operation of basic medical and dental care	G.W11.	K, O , PS, PM
W04	knows and understands principles of mediation and conclusion of contracts on medical service in public and private sector	G.W12.	K, O , PS, PM
W05	knows and understands legal bases for the functioning of the medical professions and professional self-government of doctors and dentists in Poland	G.W28.	K, O , PS, PM
W06	knows and understands laws and regulations regarding activities in health care	G.W29.	K, O , PS, PM
W07	knows and understands basic responsibilities of employee and employer	G.W30.	K,S,O,PM
W08	knows and understands principles of keeping, storing and sharing medical records and protecting personal data	G.W34.	K,S,O,PM
U01	is able to plan work of dental team and equipment of dental office according to principles of ergonomics and work safety	D.U14.	K,S,O,PM
U02	is able to analyze different system of financing health care in Poland and in the world	G.U8.	K,S,O,PM
U03	can make bids for health care tenders	G.U9.	K,S,O,PM
U04	is able to keep medical records	G.U26.	K,S,O,PM
K01	is ready to use reliable sources of information	K.7.	S, O, PS
K02	is ready to draw conclusions from own measurements or observations	K.8.	S, O, PS
K03	is ready to implement the principles of professional fellowship and cooperation in a team of specialists, including representatives of other medical professions, also in a multicultural and multinational environment	K.9.	S, O, PS

Table presenting LEARNING OUTCOMES in relation to the form of classes								
No. of learning outcome	Learning outcomes	Type of training						
		Lecture	Seminar	Practical	Clinical classes	Simulations	E-learning	Other...
W01	knows and understands basic psychological mechanisms during health and disease of human being		X	X				
W02	knows and understands the principles of managing medical entities		X	X				
W03	knows and understands rules of operation of basic medical and dental care		X	X				
W04	knows and understands principles of mediation and conclusion of contracts on medical service in public		X	X				
W05	knows and understands legal bases for the functioning of the medical professions and professional self-government of doctors and dentists in Poland		X	X				
W06	knows and understands laws and regulations regarding activities in health care		X	X				
W07	knows and understands basic responsibilities of employee and employer			X				
W08	knows and understands principles of keeping, storing and sharing medical records and protecting personal data			X				
U01	is able to plan work of dental team and equipment of dental office according to principles of ergonomics and work safety			X				
U02	is able to analyze different system of financing health care in Poland and in the world		X	X				
U03	can make bids for health care tenders		X	X				
U04	is able to keep medical records			X				
K01	is ready to use reliable sources of information		X	X				
K02	is ready to draw conclusions from own measurements or observations		X	X				
K03	is ready to implement the principles of professional fellowship and cooperation in a team of specialists, including representatives of other medical professions, also in a multicultural and multinational environment		X	X				

<b>Table presenting TEACHING PROGRAMME</b>			
<b>No. of a teaching programme</b>	<b>Teaching programme</b>	<b>No. of hours</b>	<b>References to learning outcomes</b>
<b>Winter semester</b>			
<b>Lectures</b>			
<b>Seminars</b>			
TK01	Basic concepts of economics, management, economics in healthcare. Basic concepts in the field of social medicine and public health	2	D.W6.; G.W9.; G.W11.; G.W12. G.W28.; G.W29.; G.U8
TK02	Basics of organization of the national healthcare system in Poland. World healthcare systems. Insurance Systems	2	D.W6.; G.W9.; G.W11.; G.W12. G.W28.; G.W29
TK03	Financing rules for public and private healthcare facilities	2	G.W9.; G.W11; G.W12.; G.W29.; G.U8.
TK04	Rules for establishing medical activity.	2	G.W9.; G.W11; G.W12.; G.W29.; G.U8.; GU09; GU26
<b>Practical classes</b>			
TK01	Team management as a way to build the company's image	2	D.W6.; G.W9.; G.W11; G.W12.; G.W28.; G.W29.; G.W30.; D.U14.; G.U8.; K.7.; K.8.; K.9.
TK02	Internal and external marketing of the dental office	2	D.W6.; G.W9.; G.W11; G.W28.; D.U14.; K.7.; K.8.; K.9.
TK03	Cabinet economic analysis and management strategies	2	G.W9.; G.W12.; G.W28.; G.W29.; G.W30.; D.U14.; K.7.; K.8.; K.9.
<b>Simulation</b>			
<b>E-learning</b>			
<b>Summer semester</b>			
<b>Lectures</b>			
<b>Seminars</b>			
<b>Practical classes</b>			
<b>Simulation</b>			
<b>E-learning</b>			

<b>Booklist</b>
Obligatory literature:
1. The Economics of Health and Health Care, 7 – th edition”, Sherman Folland, Allen C. Goodman, Miron Stano, 2012
2. Management of Health Care organization: An introduction”, Peter C. Olden, 2011
<b>Supplementary literature:</b>
1. Health Economics”, Frank A. Sloan, Chee Ruey – Hsieh, 201

<b>Student's workload</b>	
Form of student's activity (in-class participation; activeness, produce a report, etc.)	Student's workload [h]
	Tutor
Contact hours with the tutor	14
Time spent on preparation to seminars/ practical classess	6
Time spent on reading recommended literature	5
Time spent on writing report/making project	4
Time spent on preparing to colloqium/ entry test	5
Time spent on preparing to exam	-
Other .....	-
<b>Student's workload in total</b>	<b>34</b>
<b>ECTS credits for the subject (in total)</b>	<b>1</b>
<b>Remarks</b>	

\* Selected examples of methods of assessment:

EP – written examination

EU – oral examination

ET – test examination

EPR – practical examination

K – colloqium

R – report

S – practical skills assessment

RZC – practical classes report, incl. discussion on results

O – student's active participation and attitude assessment

SL – lab report

SP – case study

PS - assessment of student's ability to work independently

W – entry test

PM – multimedial presentation

other...