Course Title: Project Management for Healthcare Leaders

Course Number: XHLT 1100

Course Description: Introduction to project management tools and techniques to boost team and organizational performance efficiencies that every healthcare leader can apply. Learn to manage competing priorities, practice how to quantify problems and accomplish the results you expect from your healthcare projects.

Hours: 16

Course Prerequisite(s): Experience in the healthcare profession

Student Learning Outcomes:
1. Create an effective problem statement that is relevant to stakeholders
2. Identify and validate performance measures
3. Identify what changes must be targeted and achieved
4. Define a project scope constrained by the above

Textbook(s): None

Withdrawal Policy: See the current Career Skills Training catalog for the tuition refund policy.

Collin College Academic Policies: See the current Collin Student Handbook.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student’s responsibility to contact the ACCESS office, SCC-G200 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current Collin Student Handbook for additional information.

Meeting Location: Courtyard Center

Attendance Policy: Students must be in attendance for at least 90% in order to pass competencies.

Lesson Plan

Session 1: Introductions, basic definitions of Project Management, basic principles of Project Management, and understanding and discovering how and when to use Project Management.

Session 2: Modern Project Management, What is a project – progressive elaboration, activities, characteristics, project vs. product, projects vs. operations, projects and strategic planning.
Session 3: What can go wrong – basic pitfalls, factors of failure. Why projects succeed, What is Project Management? Project constraints, risks, project vs. program, responsibilities of the PMO


Session 5: Project Management Body of Knowledge (cont’d)

Session 6: The Risk Management Process

Sessions listed are a guideline to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, labs, and days.

**Method of Evaluation:** Students must achieve a minimum of 70% final average and must be in attendance 90% of the class time in order to pass competencies.