

## Role-play proposals for the Workshop

### Financial Module

Theme: General Management – organizing the work of a newly hired nurse

#### Indications:

Characters: The scenario includes the participants: the nurse-in-chief, the newly arrived nurse. All the other workshop participants will act as observers of this scenario and make notes of their comments.

Situation: a nurse has been hired in the hospital where the nurse-in-chief works. For 6 months, she will be involved in an initial period to get familiarized with the hospital regulations, rules and procedures.

The nurse-in-chief will coordinate this integration process based on the schedule and tasks that have been set in order to achieve the nursing objective, especially related to her management position.

#### Requirements:

As a nurse-in-chief, you are responsible for coordinating and deciding upon the induction program for the newly arrived nurse. Explain and clarify for her the categories of operations and responsibilities specific to her new position, giving examples to support your presentation:

##### A. Operations specific to the position:

- Diversity of operations: organization of the care activities, organization of material supply, organization of time
- Autonomy degree: independence in organizing the care activity based on every patient's needs
- Intellectual effort: to meet activities that involve organization and leadership
- Need of any special aptitudes: foreign languages, communication abilities, decision making, leadership
- Special technologies familiarization: technical equipment in the hospital, computer, modern techniques of communication and leadership

##### B. Attributions:

1. Subordinated staff related attributions
2. Treatment and care activity attributions
3. Attributions in relation to the medical and caring management (doctors)
4. Patient admittance attributions
5. Amnities administration attributions: hygiene, cleanliness, disinfection, sterilization etc.
6. Hospital room/beds administration: bed management, cleanliness, change of bed sheets
7. Medicines management attributions
8. Monitoring and inventory of material/equipments attributions
9. Monthly/yearly, including vacations, planning attributions

10. Education/training attributions
11. Quality standards attributions
12. Transfer attributions
13. Legal attributions