



UNIVERSITY OF INDIANAPOLIS SCHOOL OF NURSING

IN COLLABORATION WITH AORN

PeriOperative Management Certificate

The University of Indianapolis Graduate Nursing Program offers an online educational Certificate in Nursing, with a focus on perioperative management to provide nurse professionals the opportunity to gain the management skills necessary to assume leadership roles in today's complex, health-related organizations. Eligible candidates for the certificate will have earned a bachelor's degree (may be in nursing or another field). This all-online program is offered at a substantial discount from regular Masters level courses.

This 10-credit-hour certificate is completed in 12 months; one 3 or 4 credit graduate course is taken each semester. The courses may be taken in any order; therefore, students may begin the Certificate program at the beginning of any semester. Semesters at the University of Indianapolis begin in the months of August, January, and May.

All courses are offered entirely online (no on-campus work is required) and carry graduate credit that, for students with a BSN degree, may be applied to the University of Indianapolis' Masters Degree in Nursing and Health Systems Administration. (Note: Academic courses typically provide 15 CEU equivalents per credit hour for those wishing to use these courses as part of their continuing education requirement for state licensure or national certification).

The courses are not self-paced; there are weekly assignments, due dates throughout the semester for papers and projects, and the courses will finish at the normal end of each semester. Students should plan to spend approximately 4 hours per week per credit hour on their readings, learning exercises, team projects, class discussion and library work. Therefore, for a 3 credit hour course, the student should budget 12 hours per week for work on the course.

Students are required to complete assigned readings, to participate in distance work teams, to complete learning projects in health care management, to work collaboratively with other students and with a preceptor, and to exhibit active learning through virtual class discussions that are designed to enhance learning about real-world problems faced by nurse managers in health care organizations.

The University of Indianapolis uses Blackboard as the course support software. This password-protected program will contain the syllabus, all the student's learning modules (similar to lectures), internal email to be used for course communications with the instructor and other students, a discussion board that supports discussions among the students and instructor, a grade-

book and a system for students to submit papers and other work. It also has an examination facility although the approach in this program generally follows a variant of the Harvard Business School Case Study method rather than relying on examinations for student achievement assessment.

Students are expected to be self-directed, active learners. Instructors function in the roles of coach and mentor to students rather than in a traditional lecturer role. Faculty are very active in the course; most faculty check in at least 4 or 5 days a week to maintain close contact with the students, to ensure that questions are answered in a timely fashion and that all students are progressing well in the course. The University of Indianapolis Help-Desk and Information Technology (IT) support personnel offer help to students who need assistance with using the course software. The School of Nursing also provides a full time Graduate Advisor to assist students with enrollment, registration and advising. Graduate faculty are also available to students via email, phone or personal visit for personal advising.

Educational Objectives

The Perioperative Management Certificate will prepare the graduates to:

- Apply sound budgeting strategies to the management and control of the Surgery Department.
- Synthesize organizational theories and principles of human resource management that incorporate caring attributes, to improve and promote quality nursing care
- Identify and analyze significant issues between clinical nursing practice and health care administration to provide leadership in the resolution of conflicts or perceived conflicts between business practices and quality health care outcomes
- Demonstrate creativity and critical thinking in the resolution of business problems in the perioperative department.
- Demonstrate the ability to share a vision for spiritually sensitive and culturally aware change strategies and take calculated risks for the enhancement of quality health care delivery systems

Minimum Computer Requirements

- Windows: XP or higher operating system and minimum of 500 MB main memory and 1 GB of free hard disk space.
- Macintosh Computers: Mac Operating System OSX Version 10.4 or higher
- Internet access at home (many hospital firewalls block online courses). High speed Internet (e.g. via cable modem, DSL, etc.) is highly recommended although access through a telephone modem is acceptable.
- Microsoft Office Professional, including the following programs: Word, Excel, Powerpoint, and Access (student may purchase this through UIndy for approximately \$73.00)
 - For Windows systems, you need Microsoft Office Professional 2007 (for the Windows XP or Vista operating systems)

- For Macintosh computers you need Microsoft Office Professional 2008 for the Mac

Curriculum

Course ID	Course Title	Hours
NUGR-568	Leadership and Management	4
NUGR-571	Budgeting for Clinical Operations	3
NUGR-573	Operations Management in Healthcare	3
TOTAL CREDIT HOURS		10

You may download a registration form by clicking [here](#). Please mail your registration along with a check for your course to:

Tondra Crum, Graduate Advisor
 University of Indianapolis
 School of Nursing, MH303
 1400 East Hanna Avenue
 Indianapolis, Indiana 46227

If you prefer to pay by credit card, return your registration form to Tondra Crum and instructions will be sent to you.

Additional information about the University of Indianapolis may be found on the University of Indianapolis Graduate Web Pages at: <http://nursing.uindy.edu/msn/index.php> or you may contact the Graduate Advisor, Ms. Tondra Crum by phone at (317) 788-2128 or by email at tcrum@uindy.edu