

Course Title	National Health Policy and Plan	
Fourth Year	Eight Semester	Paper : BPH 408.1-NHPP
Credit Hours: 3	Full Mark: 100	Pass Mark: 50

Course Description

This course provides an opportunity to the students to get acquainted with the history of national health policy and plan in Nepal. The course helps the students to better conceptualize the national health policy and how the policy has back enacted at the central, district and grass root levels.

Learning objectives

Upon the successful completion of the course, students will be able to:

- Learn history and the process of development of health plans and policies in Nepal.
- Understand the history and the process of development of health plans and policies in Nepal.
- Understand brief information about the existing policies and plans
- Develop critical understanding about the strengths and limitations of the policies and plans
- Impart knowledge about the changing political context (nature of state) in the country and the priority shifting of health policies and plans

Course Contents

Unit 1:History of Development of health plans

8 Hours

Hours	Unit	Content
1hr	1.1	Pre-Plan Period
6hr	1.2	Five year plan period (Only Introduction) <ul style="list-style-type: none"> • 1st five year plan to 13th Interim Plan
1hr	1.2	Long term plan (Only Introduction) <ul style="list-style-type: none"> • First Long Term Health Plan (1975-1990) • Second Long Term Health Plan (1997-2017)

Unit 2: National Health Policy**4 Hours**

Hour	Unit	Content
1hr	2.1	Concept of policy, Health Policy Contest of development of health policy
3hr	2.2	Overview on national health policy 1991 <ul style="list-style-type: none"> • Areas addressed in the policy • Strengths and limitations

Unit 3: Health policies and Plans (Introduction, objectives, strategy and critical analysis)**36 Hours**

Hour	Unit	Content
7x2=14hr	3.1	Health Plan of Nepal <ul style="list-style-type: none"> • 13th Interim Plan (2013-2016) • National Health Sector Programme III (2015-2020) • Human Resource for Health Strategic Plan 2011-2015. • Human Resource for Health strategic plan 2003-2017 • Millennium Development Goals (2000-2015) • Sustainable Development goals (2016-2030) • National Safe Motherhood Plan 2002-2017 (Revised Safe Motherhood and Neonatal Health Long Term Plan 2006-17)
2x2=4hr	3.2	Health Strategy <ul style="list-style-type: none"> • National Nutrition Policy and Strategy 2004 (Revision in 2008) • National HIV/AIDS strategy (2006-2011)
9x2=18hr	3.3	Health Policies <ul style="list-style-type: none"> • National Neonatal Health Strategy 2004 • National School Health and Nutrition Strategy 2006 • National Health Policy 2071 • Population Policy of Nepal 2071 • National Safe Motherhood Policy 1998 • National Safe Abortion Policy 2002 • National Policy on Skilled Birth Attendants 2006 • National Blood Transfusion Policy 2006 • Free Health Care Policy 2006

Teaching learning methods

Teaching learning methods of this course include didactic lectures, seminar, group work, and presentations review papers discussion in class room setting.

Evaluation

Internal assessment in different forms	20%
Final examination	80%

References

1. Nepal's Quest for Health – Hemang Dixit
2. National HIV/AIDS Policy 1995, MoHP
3. Second Long Term Health Plan (1997-2017), MoHP
4. National Safe Motherhood Policy 1998, MoHP
5. Local self governance act 1999, Nepal Government
6. Millennium Development Goals 2000-2015, Millennium Summit Document
7. National Safe Abortion Policy 2002, MoHP
8. National Safe Motherhood Plan 2002-2017 (Revised Safe Motherhood and Neonatal Health Long Term Plan 2006-17), MoHP
9. Nepal Health Sector Strategy – An Agenda for Reform 2004, MoHP
10. National Neonatal Health Strategy 2004, MoHP
11. Nepal Health Sector Programme – Implementation Plan I (2004-09), MoHP
12. National Nutrition Policy and Strategy 2004 (Revision in 2008), MoHP
13. National Policy on Skilled Birth Attendants 2006, MoHP
14. National Blood Transfusion Policy 2006
15. Free Health Care Policy 2006, MoHP
16. National School Health and Nutrition Strategy 2006, MoHP and MoE
17. Three Year Interim Plan (2007/8-2009/10), Nepal Government
18. Nepal Health Sector Programme – Implementation Plan II (2011-2015), MoHP
19. MoHP 2011. Human Resource for Health Strategic Plan 2011-2015.

Course Title	Human Resource for Health	
Fourth Year	Eight Semester	Course code: BPH 308.2-HRH
Credit Hours: 3	Full Mark: 100	Pass Mark: 50

Course description

This course offers an opportunity for conceptual understanding of human resource development (HRD) and its specific application in human Resource for Health (HRH) development. The course attendants will attend lecture sessions as well as participate in seminar classes to discuss the modern concepts, principles and strategies of HRH in the context of national health manpower development of Nepal.

Learning Objectives

Upon the successful completion of the course, students will be able to:

- Describe the modern concepts of planning, production and utilization of Human Resource of Health.
- To conceptualize the role of various agencies in HRH planning in Nepal
- Critically analyse the HRH concept as applied in the context of Nepal.

Course contains

Unit 1: Introduction to human resource and development 8 Hours

- Concept and definition of HR and HRD.-1 hr
- Function of HR and HRD- 1 hr
- HRD in the context of organizational development-1 hr
- Interrelationship among the planning, production and utilization (management) cycle in HRD.-2 hr
- Pre-requisites for HRD.-2
 - On the basis of statistical need
 - Leadership readiness.
 - Enabling legislation
 - Administrative capacity
 - Political dimension

Unit 2: Human Resource for Health (HRH) planning 18 Hours

- Conceptualizing planning in the context of health-2 hr
- Analysis of health care needs in the country- 4hr
 - Demographic trends
 - Epidemiological trends

- Socio-economic trends
- Development of scientific and technical capability.
- Estimating of HRH.-3 hr
 - Market oriented method.
 - Service Target / Panel expert.
 - Economic demand method
 - Statistical method.
 - Need based Requirement and manpower projection
- Overview, objective, strategies, targets, challenges and critical appraisal on National strategic plan for HRH-4
- Role of various institution in support to HRH planning-2
 - National Planning Commission
 - MOHP / Ministry of Education
 - Universities/Health Science Institutions
- Critical analysis of the existing HRH planning process in the context of national health services system of Nepal. HRH planning models from other countries.-3

Unit 3: HRH Production

12 Hours

- Concept and definition of HRH production =3
 - Demand and supply of Human Resources
 - Role of public and private sectors
- Analysis of manpower situation (public and private sectors)-4
 - Mismatch among various categories and levels of HRH.
 - Gap between demand and supply analysis.
 - Critical analysis of mal and mis-distribution of HRH in the context of Nepal.
 - Preventive, curative, promotive/rehabilitative human resources for health.
- Interrelationship between health services system and education system -3 hr
 - Co-ordination between Ministry of health and Ministry of Education in producing High level HRH, Mid level HRH, Grass root level HRH.
 - Critical analysis public private mix in the production of HRH for Nepal.
- Role of NHPC, NMC, NNC, NPC, NAMC- 2 hr
 - Overview on objective, function and role in quality assurance in HRH production

Unit 4: HRH Utilization

10 Hours

- Concept on HRH management and utilization- 4 hr
 - Recruitment Procedure
 - Selection and deployment
 - Employment motivation
 - Promotion and gratitude
 - Reward/ Punishment
 - Job Security
 - Staff career development
 - Concept, component and importance of job description, JD of D/PHO

- Role of health care service system in HRH utilization- 3hr
 - National health services system -primary, secondary, tertiary levels.
 - Role of private sectors

- Concept, objective, role, function, importance and critical appraisal application-3 hr
 - HuRDIS - (Human Resource Development Information System)
 - PIS- (Personal Information System)

Teaching learning methods

Teaching learning methods of this course include didactic lectures, group work, and presentations review papers discussion in class room setting.

Evaluation

Internal assessment in different forms 20%

Final examination 80%

References

1. Byars, LI Rue LW Rue "Human Resource Management" Boston: Richard D. Irwin, IMG, 1991.
2. Strategic plan for HRH 2003-2017
3. Human resource for health planning, WHO
4. Act of different Councils
5. Regmi B, Human resource for health and development
6. Second long term health plan 1997-2017
7. Hornby, P et al, "Guidelines for Health Manpower Planning" Geneva: WHO, 1980.
8. Hall, TL and A Meija (Eds.) "Health Manpower Planning" Geneva: WHO 1980
9. Pradhananga, YP "Health and Health Care in Nepal" (in Nepali) Bhaktapur.
10. Wearther, WB Dawis K "Personnel Management and Human Resources" New York: MC Graw Hill, 1985.

11. WHO Development of Educational Programmes for Health Personnels, Geneva. 1977.

Course Title	Project Management	
Fourth Year	Eighth Semester	Paper : BPH 408.3-PM
Credit Hours: 3	Full Mark: 100	Pass Mark: 50

Course Description

Project Management equips the business professional with leading methodologies and practices in the health project management field. Public health professional need to manage different health related programme intervention, development and evaluation. Professionals need to accompany the knowledge about the project management and this chapter describes all the matters of project management. Project management is a requirement for professionals in many fields, with many employers now identifying project management skills as vital for corporate success.

Learning Objectives

Upon the successful completion of the course, students will be able to:

- Define and explain project management and project leadership.
- Understand and apply the sequential steps of the project management framework.
- Understand the importance and function of project management and apply the project process of initiating, planning, executing, controlling and closing the project.
- Define the roles of the project manager, the project team member and effectively communicate with the project team, clients and customer (sponsor)
- Apply knowledge and skills to manage the project scope, project time and work flow, project cost and budgets, project resources, project quality, project human resource requirements, project communication (reports, meetings, correspondence, etc.) project changes and project risk management.
- Understand the critical people skills needed to lead projects.
- Prepare a project charter.

Course Content

Unit 1: Introduction to Project Management

4 Hours

- Concept and definition of project, program
- Project management, benefit and limitation of project management
- Project Constraints
- Understanding the Nature of Projects
- Project Identification
- The Project Life Cycle

- Formulation Phase
- Planning Phase (Developmental Phase)
- Implementation Phase
- Termination Phase

Unit 2: Project formulation

2 Hours

- The Project Initiation Stage
- Literature review
- Identifying What has Triggered your Project
- Determining Project Goals
- TOR, RFP

Unit 3: Project planning and development

10 Hours

- Project planning and developmental process
 - Understand project objectives
 - Identify key project stages
 - Prepare work break down structure
 - Determine logical sequence of activities
 - Estimate time and resource requirements
 - Allocate responsibilities for each activity
 - Finalize project plan

- Models of Project Planning
 - Concept and definition of project planning, importance of project planning
 - Approach of project planning
 - Conventional Methods
 - Logical frame work approach in project planning- Concept, definition and major steps in LFA
 - Situation Analysis
 - Strategy Analysis
 - Project Planning Matrix
 - Implementation
 - Meaning of log frame, element of log frame and development of log frame matrix
 - Time management and development of work plan/GANNT chart, Its importance in project management

- Project Budgetsources
 - Concept and definition of budget
 - Importance of funding, source of funding

- Transparency of project fund process
- Types of fund

Unit 4: Project Implementation Phase

8 Hours

- Implementation
 - Concept, phase of implementation
- Control
 - Project Control
 - Monitoring and control
 - Evaluation
- Monitoring
 - Institutional Monitoring
 - Context Monitoring
 - Results Monitoring
 - Objective Monitoring
 - Project Monitoring Matrix
- Control
 - Financial control process
 - HR control process
 - Activities control process
- Evaluation
 - Programme evaluation
 - Baseline study
 - Annual review
 - Mid-term evaluation
 - Final evaluation
 - Ex-post evaluation
 - System evaluation
 - Input, process and output

Unit 5: Project Termination Phase

2 Hours

- Concept of termination, importance of termination
- Process of termination
 - Termination handover
 - Project termination evaluation and its component
 - Project sustainability and its importance
 - Project end

Unit 6: Project analysis

8 Hours

- Concept of project analysis, benefits of analysis
- Meaning of efficiency and effectiveness
- Meaning of output, outcome, effect and impact analysis
- CPM and PERT analysis
- SWOT analysis
- Overview of EIA

Unit 7: Risk management of project

6 Hours

- Strategy change agenda
- Planning the Quality Element
- Decision Making and Risk Taking Skills
- Quick information
- Contingency plan
- Updating Project Assumption & Time Constraints

Unit 8: Reporting

4 Hours

- Definition and importance in project intervention
- Difference between reports and reporting
- Types of reporting (Inception, Initial, mid time, draft and final reporting)
- Mechanism of reporting and feed back

Unit 9: Project proposal

4 Hours

- Concept and its application
- Types of project proposal
 - Technical proposal
 - Financial proposal
- Components of Technical proposal
- Layout of Project proposal
- Proposal Evaluation Criteria
 - Relevance and effectiveness
 - Feasibility and efficiency
 - Impact
 - Sustainability
 - Capacity (HR and organizational)

Teaching learning methods

Teaching learning methods of this course include didactic lectures, group work, and presentations review papers discussion in class room setting.

Evaluation

Internal assessment in different forms	20%
Final examination	80%

References

1. Health Project planning and management, WHO
2. A, Govinda, Project management
3. S, Choudhary, Project management, Tata McGraw-Hill publishing company limited
4. Health project planning and management, Binod Regmi, 2012
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6. Regmi B, Project Management and Development
7. Frame, J. Davidson, Managing Projects in Organizations: How to Make the Best Use of Time, Techniques, and People , 3rd edition, Jossey-Bass, 2003, ISBN 0-787-96831-5
8. Kerzner, Harold, *Project Management: Project Management: A Systems Approach to Planning, Scheduling, and Controlling* , 10th edition, Wiley, 2009, ISBN 0-470-27870-6
9. Larson, Elizabeth and Richard, *Requirements Management, Part 1: Requirements Planning* Watermark Learning, Inc., 2009, ISBN 978-0578019598
10. Lewis, James, The Project Manager's Desk Reference, 3rd edition, McGraw-Hill, 2006, ISBN 0-071-46464-6
11. Martin, Paula, Tate, Karen, *The Project Management Memory Jogger: A Pocket Guide for Project Teams* , GOAL/QPC, 1997, ISBN 1-576-81001-1
12. Meredith, R. Jack and Mantel, Jr., Samuel J., Project Management: A Managerial Approach , 7th edition, Wiley, 2008, ISBN 0-470-22621-8
13. Project Management Institute, *A Guide to the Project Management Body of Knowledge: (PMBOK® Guide)* , 4th edition, PMI, 2008, ISBN 1-933-89051-7
14. Schwalbe, Kathy, Information Technology Project Management (with Microsoft® Project 2007 CD-ROM) , 6th edition, Course Technology, 2009, ISBN 0-324-78692-1
15. Weiss, Joseph and Wysocki, Robert, Five-phase Project Management: A Practical Planning And Implementation Guide , Basic Books, 1992, ISBN 0-201-56316-9

