

Fundamentals of Project Management

in an NHS Healthcare Setting



Are you ready to advance your professional journey?

The Fundamentals of Project Management course is designed to support NHS Trusts professionals to develop and enhance their project management skills and knowledge to successfully plan, execute, and manage projects. Whether you're coordinating healthcare initiatives or leading transformative projects, these invaluable skills will contribute to individual career growth and professional success both within the Trust and within the healthcare sector.

General knowledge acquisition is delivered over three days of learning sessions with application of learning through theoretical instruction, discussion and practical interactive activities.

The **key learning objectives** of the programme:

- Introduction to Project Management
- Understanding Project Management principles
- Project initiation and planning
- Project execution, monitoring and control
- Essential Project Management tools and techniques
- Project evaluation and closure.

Prior to the session, you will be provided with details of the programme and a support handbook, what you need to bring to the workshops and what is expected of you whilst on the course.

By the end of the course, you will have gained proficiency in effectively planning, executing, and monitoring projects, ensuring streamlined communication, efficient resource allocation, and successful project completion.

Contact Pearson TQ to discuss your requirements
tqenquiries@pearson.com

Programme Overview

<p>Pre-reading</p>	<p>Support handbook with pre-reading and resources. This handbook can be used to make additional notes during the workshops and kept for reference for future project activities.</p>					
<p>Workshops</p>	<p>The workshops will be delivered over three days:</p> <table border="0" data-bbox="368 591 1436 1003"> <tr> <td data-bbox="368 591 715 1003"> <p>Day 1: Project Initiation and Planning</p> <p>Morning (Theory):</p> <ol style="list-style-type: none"> 1. Introduction to Project Management 2. Project Initiation 3. Project Planning - Part 1 <p>Afternoon (Practice):</p> <p>Dive into a fictional project, assume project team roles, and initiate planning.</p> </td> <td data-bbox="730 591 1077 1003"> <p>Day 2: Execution, Monitoring and Control</p> <p>Morning (Theory):</p> <ol style="list-style-type: none"> 1. Project Planning - Part 2 2. Project Execution 3. Project Monitoring and Control <p>Afternoon (Practice):</p> <p>Engage in a simulated project scenario, focusing on execution and monitoring.</p> </td> <td data-bbox="1093 591 1436 1003"> <p>Day 3: Project Evaluation and Closure</p> <p>Morning (Theory):</p> <ol style="list-style-type: none"> 1. Project Evaluation 2. Project Closure 3. Project Benefits Realisation <p>Afternoon (Practice):</p> <p>Conclude the journey with a fictional project, evaluate success, simulate closure, and gather lessons learned.</p> </td> </tr> </table>			<p>Day 1: Project Initiation and Planning</p> <p>Morning (Theory):</p> <ol style="list-style-type: none"> 1. Introduction to Project Management 2. Project Initiation 3. Project Planning - Part 1 <p>Afternoon (Practice):</p> <p>Dive into a fictional project, assume project team roles, and initiate planning.</p>	<p>Day 2: Execution, Monitoring and Control</p> <p>Morning (Theory):</p> <ol style="list-style-type: none"> 1. Project Planning - Part 2 2. Project Execution 3. Project Monitoring and Control <p>Afternoon (Practice):</p> <p>Engage in a simulated project scenario, focusing on execution and monitoring.</p>	<p>Day 3: Project Evaluation and Closure</p> <p>Morning (Theory):</p> <ol style="list-style-type: none"> 1. Project Evaluation 2. Project Closure 3. Project Benefits Realisation <p>Afternoon (Practice):</p> <p>Conclude the journey with a fictional project, evaluate success, simulate closure, and gather lessons learned.</p>
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<p>Benefits include</p>	<ul style="list-style-type: none"> • Enhanced Skills: Master essential project management techniques. • Career Growth: Unlock opportunities for advancement. • Efficient Resource Management: Optimise time, budget, and resources. • Effective Communication: Improve collaboration and relationships. • Mitigate Risks: Learn to anticipate and tackle challenges. • Ensure Success: Deliver projects on time and within budget. • Confidence: Approach tasks with self-assurance. • Personal Fulfilment: Achieve satisfaction and accomplishment. • Versatile Expertise: Apply skills across personal and professional projects. 					
<p>Pre-entry criteria</p>	<ul style="list-style-type: none"> • You need to be directly employed by the Trust for 6 months or more. • You need to be in a role where you are working on projects, and this needs to be evidenced in your application. • All mandatory training needs to be up to date. • You need to have support from your Line Manager and Senior Manager. • You need to attend all dates advertised. 					