***HEALTH SYSTEMS MANAGEMENT I***

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**HCS 2107.**

**HUMAN RESOURCE MANAGEMENT.**

**Module competence.**

**The aim of this module is to develop learner competencies in strengthening health care systems at their level within the health sector.**

**LEARNING OUTCOMES.**

* **Discuss principles for effective leadership and management of human resources.**
* **Define the concept of human resources for health in the context of health systems strengthening.**
* **Discuss the relevant human resources policies and plans in human resource management.**
* **Describe the process of human resource planning.**
* **Discuss performance management in the context of human resource for health.**
* **Describe various approaches that can be used in human resource development.**

**CONTENT OF HUMAN RESOURCE MANAGEMENT.**

* **Concepts**
* **Principles**
* **Practices in human resource management.**
* **Recruitment.**
* **Orientation.**
* **Deployment.**
* **Performance management.**
* **Counselling and coaching.**
* **Motivation.**
* **Work climate.**
* **Conflict resolution.**
* **Grievances.**
* **Code of regulation.**
* **Managing change.**
* **Human Resource Development.**
* **Cycle.**
* **Continuous professional development.**
* **Job description.**
* **Job analysis.**
* **Professionalism and work ethics.**
* **Medical legal issues.**
* **Occupational hazards.**
* **Workman compensation act.**
* **Disciplinary process.**
* **Decision making.**
* **Planning meeting.**

**Human resource management(HRM) is the systematic acquisition, maintenance, utilization and outsourcing of workforce to achieve organizational objectives. It has several functional areas like planning, training and development, performance management amongst others.**

**HUMAN RESOURCES FOR HEALTH ACTION FRAMEWORK (HAF).**

**The framework identifies the six components of planning and managing the workforce and describes the goals of each. The components include HRM systems, leadership, partnerships, education and finance. It provides a roadmap for developing a comprehensive human resource management system.**

**It is useful in the assessment on county and national situation of human resources. Develops strategies and implementation plans.**

**FUNCTIONS OF HR POLICIES.**

* **Provide a mechanism to manage risks by keeping update with current trends in employment, standards and legislations.**
* **Allow health systems to be clear on expectations, procedures, what is acceptable and consequences of unacceptable behavior.**
* **Can also be very effective at supporting and building the desired culture for HRH e.g. Recruitment and retention policies and labour laws.**
* **Outline the way a flexible workforce is valued.**

**COMPONENTS A HRH POLICY DOCUMENT.**

* **A statement of the issues which the policy addresses.**
* **Summary of the principles underlying the policy.**
* **Outline of the objective of the policy.**
* **A background to the current situation in which the policy is set.**
* **Statement(s) of what is to be done under the policy.**

**HRH PLANNING.**

* **Planning is deciding in advance what and how it is to be done in the future and establishing whether it has been done.**
* **HRH planning is a function a task of every manager.**
* **It is the ongoing process of a systematic planning to achieve optimum use of personnel. It is done to ensure the best fit between employees and jobs while avoiding manpower shortages or surpluses.**
* **The key elements are: forecasting labour demands, analyzing present labour supply and balancing projected labour demand and supply.**

**HRH STAFFING.**

* **SILECTION>Process through which organization chooses from a group of applicants, those individuals best suited both for open positions and the organization itself.**
* **PLACEMENT>The act of offering the job for a finally selected candidates and hence is the end of recruitment selection process.**
* **It also affects the rest of the human resources functions.**
* **Human resource development.**
* **Compensation and benefits.**
* **Safety and health.**
* **Employee and labour relations.**

**NOTE.**

**Successful accomplishment of these tasks is vital for the organization to effectively fulfill its mission and vision.**

**HUMAN RESOURCES DEVELOPMENT AND MANAGEMENT(HRDM).**

**Human resource development(HRD) deals with:**

**Training and development of staff.**

**Process of equipping learners with the needed skills, knowledge and attitude for the present job.**

**Career planning and development activities.**

**Performance appraisals**

**Counseling.**

**HUMAN RESOURCE FINANCING.**

**>Human resource financing involves a process where budget funds are made available using a position or person as a point of departure.**

**>Financing must be linked to all the functions of human resources.**

**PERFORMANCE MANAGEMENT.**

**The goal of performance management is to:**

**. Maximize productivity**

**. Provide conducive environment for individual employee growth and development**

**. Reward for his or her contribution.**

**THE PERFORMANCE MANAGEMENT CYCLE:**

**>The managers and employees meet to discuss past years’ performance, set groundwork for next year’s cycle, identify potential objectives and suggest development opportunities.**

**MOTIVATION:**

**Motivation is the driving force by which people achieve their goals. It is intrinsic or extrinsic. The individual internal process that energizes, directs and sustains behavior. Willingness to exert high levels of effort to achieve organizational goals, conditioned by the ability to satisfy some individual’s needs.**

**STAFF MOTIVATION:**

* **People are attracted to organizations that have the means of satisfying their needs.**
* **Organizations use rewards and incentives to motivate people to contribute towards achieving organizational goals.**
* **Rewards may contribute to good performance.**

**IMPROVING WORK ENVIRONMENT:**

**Organizational strengths, best practices and areas of improvement like, supervisor/manager relationship, job satisfaction, security, work- life balance, health and safety awareness and enforcement policies.**

**MEDICAL LEGAL ISSUES WAS COVERED IN COMMUNITY HEALTH.**

**FOR A HEALTH WORKER TO BE RELEVANT HE OR HER MUST ALWAYS BE KEEN ON NEW UPDATES IN MEDICINE>HENCE CONTINOUS PROFESSIONAL DEVELOPMENT(CPD).**

**INPUTS AND SUGGESTIONS TO email address** [**nyakundievans@gmail.com**](mailto:nyakundievans@gmail.com) **mobile 0726278551/0733519827.Lecturer KMTC Kisii campus.**