
 Universitas Airlangga	SEMESTER LEARNING PLAN		Prepared by	Examined by	Approved by	Document Registration Number
	SLP		(Person in Charge)	(Head of Bachelor Program / Head of Department)	Vice Dean I	01/S1Kesmas/RPS/2019
			Revision - Date January 1 st , 2019	Dr. Djazuly Chalidyanto, S.KM., M.ARS.	Dr. Diah Indriani, S.Si., M.Si	
Faculty of Public Health	Valid on Semester (odd/even) / Academic Year Even Semester		(sign)	(sign)	(sign)	

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A. DETAILS OF COURSE


1. Course Name	Basic of Health Policy and Administration
2. Course Code	KMA101
3. Credits (SKS)	2 (two) SKS
4. Semester / Term	II (second)
5. Study Program	Bachelor of Public Health
6. Student Learning Achievement	1. Gather, summarize and interpret information about various health issues 2. Develop an all-time commitment to learning and develop strong critical thinking (attitude)
7. Course Learning Achievement	After actively attending lectures in the teaching and learning process, students are expected to be able to explain conceptually related to the science of administration, management, organization, and policy applied in the public health field.
8. Course Description	The material in this lecture is to examine the conceptual of Health Policy and Administration in the field of public health. Where the scope of each science will be described in more detail into 4 main topics that refer to the 4 major fields of science, namely: (1) administrative science; (2) organizational science, (3) management science, and (3) policy science. From these four scientific fields, furthermore, the elaboration of the relevant topics was discussed, namely: (1) understanding, (2) scope, (3) development, and (4) relevance in the field of health.
9. Course Prerequisites (if any)	None
10. Instructor	Class A: Dr. Djazuly Chalidyanto, S.KM., M.ARS. Class B: Tito Yustiawan, drg., M.Kes
11. Teaching Assistants	Dr. Djazuly Chalidyanto, S.KM., M.ARS. Tito Yustiawan, drg., M.Kes. Widodo J. Pudjirahardjo, dr., M.S., M.PH., Dr.PH

B. TEACHING PROGRAM

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Week	Skills expected at the end of each learning phase (Sub-Course Achievement) (C, A, P)	Study Materials	Teaching Methods	Additional Materials for Learning	Meeting Time	Course Objectives	Criteria and Indicator of Evaluation / Measurable Learning Outcome (hard and soft skills)	Mark / Grade / Percentage (%)	Reference Number Ref. (number)
1	2	3	4	5	6	7	8	9	10
1	Explain the scope of Health, Administration, Management, Organization and Policy	Introduction to Health Policy and Administration 1. Description and explanation of lecture mechanism (assignment, presentation, presentation, assessment, conclusion) with the concept of Student Centered Learning (SCL). 2. Definition and Scope of Health Policy and Administration	1. Lectures and Discussions 2. Quiz	LCD and Whiteboard	2x50 minutes	1. Introduction in general 2. Pay attention and discussion 3. Create groups	Administration Skills.	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
2	Explain and apply administrative principles	Definition and scope of administrative sciences 1. Definition of Administrative Sciences 2. The Scope of Administrative Sciences (Business Administration and Public Administration). 3. Development of Administrative Sciences, Administrative	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Leading and assigning groups of students to make presentations about Understanding, the scope of the discussion of Organizational Theory. 3. Read the written questions from other groups (questioners) sort out, and	<i>Administration Skills.</i>	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		Thinking and Management. 4. Similarities and Differences Administrators and Managers. 5. Definition and Scope of Bureaucracy.				distribute to the presentation group to answer 4. Provide an opportunity for the rebuttal group to provide an explanation. 5. Lead the question and answer discussion. 6. Summarize the material for today's meeting by providing lessons learned and best practices from the implementation of			

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1	2	3	4	5	6	7	8	9	10
3	Explain and apply organizational principles, explain the understanding of organizational design and structure, Organizational development principles, and Organizational Behavior.	Definition, the scope of discussion is Organizational Theory. 1. Definition and Scope of Organizational Discussion, and organizational development. 2. Definition of organizational change. 3. Organizational Development Principles.	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Leading and assigning groups of students to make presentations about Understanding, the scope of the discussion of Organizational Theory. 3. Read the written questions from other groups	Administration Skills.	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
						(questioners) sort out, and distribute to the presentation group to answer 4. Provide an opportunity for the rebuttal group to provide an explanation. 5. Lead the question and answer discussion. 6. Summarize the material for today's meeting by providing lessons learned			

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1	2	3	4	5	6	7	8	9	10
						and best practices from the implementation of the knowledge in the health field.			
4	Explain and apply the principles of learning organization and organizational learning	Organizational Culture and Organizational Development 1. Definition and scope of Learning Organization (LO). 2. Definition and scope of Organization Learning (OL).	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Student presenter groups make presentations and explanations. 3. The student support groups provide	<i>Organizational Skills.</i>	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
						additions and complete those that have not been presented. 4. Other groups of students do questions through written questions. 5. Record a summary.			
5	Explain and apply management principles, management functions, and management processes.	Management (Function and Management Process) 1. Understanding Organizational Culture	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Student presenter groups make presentations	<i>Management skill</i>	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		2. Differences in Organizational Culture and Individual Culture / Basic Culture 3. The Function and Role of Organizational Culture in organizational success 4. Effectiveness of Organizational Culture 5. Method of Analysis / Measurement of				and explanations. 3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do questions through written questions. 5. Record a summary.			

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1	2	3	4	5	6	7	8	9	10
		Organizational Culture 6. Various Forms / Types of Organizational Culture 7. The process of building Organizational Culture.							
6	Explain and apply the principles of strategic management	Strategic Management 1. Understanding Strategic Management (Strategic Management). 2. Understanding the Vision, Mission,	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Student presenter groups make presentations and explanations.	<i>Management skill</i>	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		Basic Values, and Strategy. 3. Strategic Management Functions, Differences between Strategic Management and Operational Management (Strategic management vs. Operational Management). 4. Relationship between Strategic Management and Operations.				3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do questions through written questions. 5. Record a summary.			

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1	2	3	4	5	6	7	8	9	10
		5. Steps in Strategic Management (Strategic Planning) 6. Internal Analysis and External Analysis on Strategic Management							
7	Explain and apply the principle of Leadership	Leadership 1. Various definition of Leadership 2. The relevance of the concept of leadership in the health field. 3. Different Managers with	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Student presenter groups make presentations and explanations.	Organizational skill	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		Leaders (Manager vs. Leader). 4. Leadership Theory. 5. Nature, Style and Type of Leadership. 6. Leadership Effectiveness. 7. How to be a Leader.				3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do questions through written questions. 5. Record a summary.			
MID TERM EXAMINATION									
8	Explain and apply System principles, System Approaches, and Health Case Analysis	Systems and Systems Approach	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks.	LCD, Whiteboard, Question	2x50 minutes	Answering Quiz on the answer paper provided.	Administration skills	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		1. Understanding the System and System Approach 2. Systems and Sub-Systems in Management 3. Examples of Systems in the Health sector 4. Health status analysis using the Isyikawa, Blum, and Taylor systems 5. Explanation of various sub-systems in SKN (2012)	4. Resume assignments at the end of the lecture.	Paper, Quiz Paper		2. Student presenter groups make presentations and explanations. 3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do questions through written questions.			

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1	2	3	4	5	6	7	8	9	10
		6. Explanation of various sub-systems in SJSN (2004) and JKN (2013).				5. Record a summary.			
9	Explain and apply the principles of Organizational Culture	Organizational culture 1. Understanding Organizational Culture 2. Differences in Organizational Culture and Individual Culture / Basic Culture 3. The Function and Role of Organizational	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Student presenter groups make presentations and explanations. 3. The student support groups provide additions and complete those	<i>Organizational skills</i>	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		Culture in organizational success 4. Effectiveness of Organizational Culture 5. Method of Analysis / Measurement of Organizational Culture 6. Various Forms / Types of Organizational Culture 7. The process of building Organizational Culture.				that have not been presented. 4. Other groups of students do questions through written questions. 5. Record a summary.			

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1	2	3	4	5	6	7	8	9	10
10	Explain management control, management functions, Key Performance Indicators	A. Management Control. B. Management Functions. C. Key Performance Indicators. 1. Definition of Management Control. 2. Definition of the POSDCoRB E Management Function. 3. The Principle of Each POAC	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Answering Quiz on the answer paper provided. 2. Student presenter groups make presentations and explanations. 3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do questions	Management skill	7,69%	1-10

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1	2	3	4	5	6	7	8	9	10
		Management Function. 4. Key Performance Indicators (KPI) and examples. 5. Differences and Similarities between Control - Monitoring - Directing - and Evaluating. 6. Steps in Management Control				through written questions. 5. Record a summary.			

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1	2	3	4	5	6	7	8	9	10
11	Explain and apply the principles of the Policy	Policies, Roles and Functions of Policies, and Policy Cycles. 1. Understanding Policy (Policy). 2. Various Levels and Examples of Policies. 3. Roles and Functions of Public Policy. 4. Main Problems in the Health sector. 5. Public Issues. 6. Policy Cycle. 7. Approach in Policy.	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Students understand the purpose of lectures. 2. Student presenter groups make presentations and give explanations. 3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do	<i>Policy analysis</i>	7,69%	1-10

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Week	Skills expected at the end of each learning phase (Sub-Course Achievement) (C, A, P)	Study Materials	Teaching Methods	Additional Materials for Learning	Meeting Time	Course Objectives	Criteria and Indicator of Evaluation / Measurable Learning Outcome (<i>hard and soft skills</i>)	Mark / Grade / Percentage (%)	Reference Number Ref. (number)
1	2	3	4	5	6	7	8	9	10
						questions through written questions. 5. Take notes and respond to the results of today's meeting.			
12	Explain and apply the principles of the Policy	Nature and Characteristics of Policies, Types and Examples of Policies, Policy Implementation at Puskesmas and Hospitals, Health HR Policies. 1. The Nature and Characteristics of the Policy.	1. Student Centered Learning (SCL). 2. Quiz. 3. Reading Tasks. 4. Resume assignments at the end of the lecture.	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Students understand the purpose of lectures. 2. Student presenter groups make presentations and give explanations. 3. The student support groups	<i>Policy analysis</i>	7,69%	1-10

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	SLP		(Person in Charge)	(Head of Bachelor Program / Head of Department)	Vice Dean I	01/S1Kesmas/RPS/2019
			Revision - Date January 1st, 2019	Dr. Djazuly Chalidyanto, S.KM., M.ARS.	Dr. Diah Indriani, S.Si., M.Si	
Faculty of Public Health	Valid on Semester (odd/even) / Academic Year Even Semester	(sign)	(sign)	(sign)		


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1	2	3	4	5	6	7	8	9	10
		2. Types and Examples of Policies in the Health Sector. 3. Various Puskesmas Scope Policies. 4. Various Hospital Scope Policies. 5. Various Health Scope Policies. 6. Various Scope of Health HR Policies.				provide additions and complete those that have not been presented. 4. Other groups of students do questions through written questions. 5. Take notes and respond to the results of today's meeting.			
13.	After completing this course participants will be able to explain and apply Health Policy and Administration	Capita Selektta and Grand Quiz	Discussion	LCD, Whiteboard, Question Paper, Quiz Paper	2x50 minutes	1. Students understand the purpose of lectures.		7,69%	

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1	2	3	4	5	6	7	8	9	10
	and leadership, in their respective work areas.					2. Student presenter groups make presentations and give explanations. 3. The student support groups provide additions and complete those that have not been presented. 4. Other groups of students do questions through written questions.			


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1	2	3	4	5	6	7	8	9	10
						5. Take notes and respond to the results of today's meeting.			
FINAL TERM EXAMINATION									

C. REQUIRED TEXTS / REFERENCES / ESSENTIAL READINGS

1. Bateman, T S and Scott A. Snell, (2002), *Management – Competing in the New Era*, McGraw-Hill, Singapore.
2. David, F. R., (2003), *Manajemen Strategis (Terjemahan)*, PT Indeks, Jakarta, Indonesia.
3. Hellriegel, D and John W. Slocum Jr, (1982), *Management*, Addison-Wesley Publishing Company, Philippines.
4. James A.F. Stoner, R. Edward Freeman, Daniel R. Gilbert. *Manajemen*. Jilid 1 dan 2. Penerbit Prenhallindo. 2007.
5. James D. Thompson. *Organisasi dalam Praktek*. Penerbit Erlangga. 1990.
6. James L. Gibson, John M. Ivancevich, James H. Donnely Jr. *Organisasi : Perilaku, Struktur, Proses*. Jilid 1 dan 2. Binarupa Aksara. 2007.
7. Koontz, H, Cyril O'Donnel, Heinz Weihrich, (2002), *Management*, McGraw-Hill, Singapore.
8. Shaun Tyson. Tony Jackson. *The Essence of Organizational Behaviour*. Penerbit ANDI. 1992.
9. Shortell, S M and Arnold D. Kaluzny, (2000), *Health Care Management – Organization Design and Behavior*, Delmar, Thomson Learning, USA.

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			Dr. Djazuly Chalidyanto, S.KM., M.ARS.	Dr. Diah Indriani, S.Si., M.Si	Dr. Santi Martini, dr., M.Kes	
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10. Stephen P. Robbins, Mary Coulter. *Manajemen*. Edisi Kedelapan. Jilid 1 dan 2. Penerbit Indeks. 2007.