
MODULE OUTLINE – ANGER AND CONFLICT RESOLUTION IN THE WORKPLACE (LPNA/CONF008)

MODULE DESCRIPTION

This module explores the concepts of anger and conflict and their meanings in society and in the workplace. It provides a model for understanding the development of anger in the individual and of conflict in groups. The module then offers a number of key skill-sets to address anger in the self and to work effectively with conflict in individuals and groups. Using the context of healthcare professional practice, the module identifies the dynamics of the nursing environment which contribute to anger and conflict, and then offers the means to resolve them.

Pre-requisites: Graduation from an entry-level healthcare professional program.

Co-requisites: None.

LEARNING OUTCOMES

Upon completion of this module, participants will be able to:

- State the meanings attributed to anger and conflict in society and in the workplace.
- Describe the theoretical understanding of anger in the individual and in groups, based on the PMAB Model (Collins, 1993a, 1993b).
- Describe the skills which contribute to effective prevention and management of anger and conflict in the workplace.
- State how these skills can be applied to situations to prevent anger and conflict from arising, or to address them effectively when they do.
- Provide a detailed plan to address anger and conflict (self and others) in the participant's workplace.
- Apply the concept of professionalism to situations of anger and conflict (self and others) in the workplace.

Module Hours:

4 contact hours per week, for 7 weeks.

Modes of Instruction and Learning

This module is delivered through online modes of teaching and learning. This includes reading and literature search, short assignments, critiquing journal articles and providing responses to various scenarios. The education process also includes time spent working with the consultant to process the readings, the ideas contained there and their applications to specific healthcare contexts.

Assessment and Evaluation

Participants are required to successfully complete all learning activities in order to achieve an overall Mastery grade for the course. The specific criteria for success will vary with the type of learning activity and are indicated in each individual activity description (online). Generally, participants will be able to resubmit once when a learning activity is deemed by the Consultant as not meeting some or all of the competencies. Participants are required to achieve a 'Mastery' grade in all assessable components of the course in order to receive the certificate of completion. The maximum number of resubmissions allowed is three and, even then, only at the instructor's discretion.

Assignments will be graded within a maximum of 14 days. We ask module participants to contact the office and provide a reminder if they have not heard from us by 10 days after submission of an assignment. Exceptions to these timeframes apply under unusual circumstances, such as when a participant registers for a module and then delays starting or begins the module and is then absent for an extended period of time. Additionally, participants are expected to complete and submit assignments progressively over the course of the module; it is not acceptable for a participant to suddenly submit multiple assignments over the course of one or two days. In any of these situations, the normal maximum of 14 days for return of assignments will be extended at the discretion of, and according to the needs of, the consultant. Moreover, in the event that a participant needs to be reinstated in a module (see Attendance and Participation subsection below), return of assignments may be further delayed by any work-related travel the consultant originally had planned in the new period.

Attendance and Participation

The deadline for completing this module is 10 weeks from the date you first log onto the module-specific site. You are expected to be working on the module and assignments on a regular basis and to indicate to the Consultant how you are progressing or if you need assistance to progress. Failure to complete this module within the deadline or to maintain regular communication for a prolonged period (one month) could result in your being withdrawn from the online learning centre. A reinstatement fee of \$100.00 may be payable should you wish to continue with the module after this time. If you repeat the same failure to maintain communication for a **second time**, you will be required to pay another reinstatement fee of \$100.00. If you repeat the same failure to maintain communication for a **third time**, or if you are absent for a period of six months without communication (even if this is your first time failing to communicate regularly), you will have to pay the entire module and administration fees over again. Decisions in this regard are at the sole discretion of JCC Inc.

Technical Issues (Reminder)

Technical problems can arise from a number of sources in online learning programs. Participants having technical difficulties should report them to JCC Inc. as soon as possible by e-mail, fax or phone. The news forum or e-mail will be used to notify participants of any known issues. Please read the news forum and check your e-mail frequently to keep aware of current conditions and issues. Participants will not be penalized for technical problems which arise from our LMS or the Server. Requests for assistance will be given priority responses.

Withdrawal & Refund Policy

In order to withdraw from continuing education at JCC Inc., all participants must provide written notice. The date upon which this written notice is received will be used to determine the amount of any potential refund based upon the following policy:

- (a)** If written notice of withdrawal is received by JCC Inc. or a participant is dismissed within 5 calendar days since the participant received the introductory email¹, then JCC Inc. may retain 30% of the tuition.
- (b)** If written notice of withdrawal is received by JCC Inc. or a participant is dismissed after 5 calendar days and within 15 calendar days since the participant received the introductory email¹, then JCC Inc. may retain 50% of the tuition.
- (c)** If written notice of withdrawal is received by JCC Inc. or a participant is dismissed at any point after 15 calendar days since the participant received the introductory email¹, then JCC Inc. may retain 100% of the tuition.

***N.B.:** Notice must be received by e-mail to info@jcollinsconsulting.com by 4:00 p.m. (PST) on or before the days stated above.

¹ The introductory email provides the participant's username and password which grant access to the Online Learning Centre. The introductory email is considered to have been received by the participant when JCC Inc. sends it to the email address provided by the participant in the application form.

All program participants are required to read the "Site Policies" on the Online Learning Centre front page. The URL sent to you in the registration e-mail, with your username and password, will take you to this page. These documents have important policy information and assistance with assignments. You will be subject to the policies and expectations outlined in these documents, therefore, it is critical that you read them before starting your module/course.