PROJECT MANAGEMENT ESSENTIALS (FOR STRENGTHENED PUBLIC EYE HEALTH SERVICES)

Course overview

Some of the most exciting and remarkable achievements in blindness prevention these last two decades have been through eye care initiatives designed and implemented as projects. The project management approach presents many opportunities for a discipline like eye care in highly challenging health system environments in low and middle-income countries (LMICs).

The aim of the *"Project management essentials"* course is to enable participants to construct comprehensive project plans for health service, research, or education, from their own conception to feasibility assessment and marketing. The course zooms in on the principles and techniques of the project management approach and assists participants to develop their project plans in practical, context-sensitive and interactive training units.

The course purpose is to provide the participants with the knowledge and skills of project management to apply in the design of interventions for achieving success in eye care or any other public health care programmes.

Who can participate?

The Project Management Essentials (PME) course for Strengthened Public Health Services (SPHS) is targeted for clinicians, educators, researchers or programme / project managers, coordinators, and administrators responsible for delivery of public eye health care services or conducting public health research in low and middle-income countries (LMICs). People starting to work in public health as project managers / coordinators or must do research for postgraduate studies may find the training extremely useful.

How is the course structured?

The SPHS-PME contact course in contact mode (5 days) and in online over 12 weekly sessions, with each session (details in box alongside) comprising of a video lecture, a slide presentation, reading materials, and individual exercises to be completed in the time between the weekly sessions.

Participants will learn how to access and utilize the information and resources needed to plan, develop, market, and implement health service projects.

Provisional schedule

PHASE / SESSIONS	SESSION TITLES
PRE-ACTIVITY	**Introduction and project conception**
PHASE 1: Day 1-2 or Week 2-4	• Introduction to project management • Project management tools • Project activities planning
PHASE 2: Day 3-5 or Week 5-12	• Human resources in projects • Project time management • Project cost (financial) management • Project quality management • Project risk management • Project monitoring and evaluation, implementation • Project marketing, stakeholder management and resource mobilization • Special projects: business, research, resource mobilization and advocacy • Project leadership, administration, communication and reporting
POST-ACTIVITY (Optional)	**Development of a research or business plan, for feasibility assessment and feedback**

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Which teaching methods are used?

Faculty engage with participants through didactic lectures to cover the basic principles of the topics, supported by additional learning resources. The concepts are elaborated with examples, exercises, interactive discussions, quizzes, and further readings, before participants are required to complete individual and group assignments to apply the learnings.

What is the principal output of the training?

The principal output of the training is project plan, complete with Theory of Change, budget, and other essential components, while aligned with organisational strategic aims. The course is ideal for participants with responsibility to plan and manage real-life health care projects which they intend to implement.

When is the course offered?

The course is offered in contact mode: 10 to 14 March 2025 (5 days). An online version of the course commences in the second semester of the year, available also in self-administered format.

Which assessment methods?

Formative assessments take place during the contact period with plenary and online quizzes, short individual and group exercises and a take-home assignment. Participants' homework is reviewed and with feedback, returned as formative and summative assessments. An aggregate mark of 50% constitutes successful completion of the course.

Who offers the course?

The course is offered by the Community Eye Health Institute in the Division of Ophthalmology, Faculty of Health Sciences, at the University of Cape Town, South Africa. The course faculty possess expertise in project management, public health, advocacy, health promotion, health professional education and health programme management and leadership.

What type of certification?

Qualifying participants will receive a **Certificate of completion**, from UCT-CEHI. **Continuous Professional Development** (CPD) points are available for fee-paying participants, if required.

What are the costs involved?

1. The course fee is ZAR5000.
2. Organisations enrolling more than 5 participants get 10% discount
3. UCT and WCDoH staff get 25% discount, i.e., ZAR3750.
4. All currently registered postgraduate students, and graduate alumni from UCT, UWC, CPUT, and US are entitled to a 50% discount i.e., ZAR2500.
5. Current incumbents of the UCT-CEHI Volunteer Internship Programme are entitled to a 100% fee waiver.
6. Foreign currency payments should return the relevant ZAR amounts.
7. **Candidates taking the course as part of an academic programme will pay the relevant course fee.**

How can I apply?

Click here to apply: SPHS Application form. Following acceptance, successful applicants should enrol into the course here: UCT Learning Store CEHI. Select the **Project management Essentials** course and follow the prompts to complete your application. For enquiries, email cehi@uct.ac.za. The due date for applications is 31 May.