



Information about the subject

Degree: Bachelor of Science Degree in Podiatry

Faculty: Faculty of Medicine and Health Sciences

Code: 470403 **Name:** Planning and management of the podiatric clinic

Credits: 6,00 **ECTS Year:** 4 **Semester:** 2

Module: GENERAL PODOLOGY AND BIOMECHANICS

Subject Matter: Research and management **Type:** Compulsory

Field of knowledge: Health Sciences

Department: Pathology

Type of learning: Classroom-based learning

Languages in which it is taught: Spanish

Lecturer/-s:

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Module organization

GENERAL PODOLOGY AND BIOMECHANICS

Subject Matter	ECTS	Subject	ECTS	Year/semester
General Podiatry	21,00	Evolutionary Podiatry	3,00	This elective is not offered in the academic year 24/25
		Expertise in podiatry	3,00	This elective is not offered in the academic year 24/25
		General Podiatry	6,00	1/2
		Preventive Podiatry	3,00	4/1
		Social Morality. Deontology	6,00	3/1
Biomechanics	27,00	Biomechanics	6,00	2/2
		Ergonomics and footwear	3,00	4/1
		General Intervention Procedures	6,00	This elective is not offered in the academic year 24/25
		Physiotherapy Assessment	6,00	This elective is not offered in the academic year 24/25
		Sports Podiatry	6,00	3/2
Radiology	6,00	Radiology and Radiation Protection	6,00	3/1



Research and management	12,00	Introduction to research and sanitary documentation	6,00	4/1
		Planning and management of the podiatric clinic	6,00	4/2

Learning outcomes

At the end of the course, the student must be able to prove that he/she has acquired the following learning outcomes:

- R1 The student knows the necessary procedures to plan and create a podiatric clinic.
- R2 The student understands the importance of patient reception and care, as well as, the basic principles of marketing applied to podiatry.
- R3 The student understands the systems of patient management, human resources, accounting and taxation.



Competencies

Depending on the learning outcomes, the competencies to which the subject contributes are (please score from 1 to 4, being 4 the highest score):

BASIC		Weighting			
		1	2	3	4
CB4	Students convey information, ideas, problems and solutions to both specialized and non-specialized audiences.		X		

TRANSVERSAL		Weighting			
		1	2	3	4
CT1	Analytical capabilities		X		
CT7	Problem solving		X		
CT8	Decision making			X	
CT9	Teamwork			X	
CT10	Interdisciplinary teamwork		X		
CT14	Critical Reasoning		X		
CT15	Ethical commitment			X	
CT16	Autonomous learning		X		
CT22	Motivation for quality		X		



Assessment system for the acquisition of competencies and grading system

Assessed learning outcomes	Granted percentage	Assessment method
R1, R2, R3	15,00%	Open questions
R1, R2, R3	60,00%	Tests
R1, R2, R3	20,00%	Oral presentation
R1, R2, R3	5,00%	Class participation
	0,00%	Practice exam- technical proficiency testing

Observations

Evaluation system: **Open questions** (0.00% - 15.00%)

Assessed learning outcomes: R1, R2, R3

Percentage awarded: **15,00%**

Evaluation system: **Multiple choice tests** (0.00% - 60.00%)

Assessed learning outcomes: R1, R2, R3

Percentage awarded: **60,00%**

Evaluation system: **Exposure** (0.00% - 60.00%)

Assessed learning outcomes: R1, R2, R3

Percentage awarded: **20,00%**

Evaluation system: **Class participation** (0.00% - 5.00%)

Assessed learning outcomes: R1, R2, R3

Percentage awarded: **5,00%**



MENTION OF DISTINCTION:

In accordance with the regulations governing the assessment and grading of subjects in force at UCV, the distinction of "Matrícula de Honor" (Honours with Distinction) may be awarded to students who have achieved a grade of 9.0 or higher. The number of "Matrículas de Honor" (Honours with Distinction) may not exceed five percent of the students enrolled in the group for the corresponding academic year, unless the number of enrolled students is fewer than 20, in which case a single "Matrícula de Honor" (Honours with Distinction) may be awarded. Exceptionally, these distinctions may be assigned globally across different groups of the same subject. Nevertheless, the total number of distinctions awarded will be the same as if they were assigned by group, but they may be distributed among all students based on a common criterion, regardless of the group to which they belong. The criteria for awarding "Matrícula de Honor" (Honours with Distinction) will be determined according to the guidelines stipulated by the professor responsible for the course, as detailed in the "Observations" section of the evaluation system in the course guide.

Learning activities

The following methodologies will be used so that the students can achieve the learning outcomes of the subject:

- M1 Theoretical classes (TC). Training activity preferably oriented to the acquisition of knowledge skills. It is characterised by the fact that students are spoken to. Also called master class or expository class, it refers to the oral exposition made by the teacher, (with the support of a blackboard, computer and cannon for the exposition of texts, graphics, etc.).
- M2 Seminars (S). Training activity preferably oriented to obtain knowledge application and research competences. Knowledge is built through interaction and activity. Consisting of supervised monographic sessions with shared participation (Teachers, students, experts). The size of the group is variable, from a large group to small groups, no less than 6 students for interaction. The evaluation will be made by means of follow-up records by the teacher. Participation and development of problem-solving skills should be taken into account.
- M3 Problems practice (CPP). Training activity oriented to group work for problem solving under the supervision of a teacher. The size of the group is variable, in a range of 10-20 students, to avoid confusion with a master class.
- M4 Classroom practice (CPA). Training activity of work in groups that is developed in the classroom. It includes work with documents (e.g.: work with articles or documents, clinical case studies, diagnostic analyses, etc). The size of the group is variable, in a range of 10-20 students.



- M5 Computer Practice (CPI). Training activity of work in groups that is developed in the Computer Classroom where the learning is developed using the computer as a support. It includes the work with computer models, specific software, web queries, etc. The size of the group is variable, in a range of 10-20 students.
- M6 Laboratory Practice (CPL). Training activity of work in groups that is developed in the Laboratory. It includes the sessions where students actively and autonomously develop, supervised by the teacher, laboratory experiments. The size of the group is variable, in a range of 10-20 students.
- M7 Tutorials (T). Set of activities carried out by the teacher with personalised attention to the student or in small groups with the aim of reviewing and discussing the materials and topics presented in the classes, seminars, readings, completion of assignments, etc. The aim is to ensure that education is truly a comprehensive training of the student and is not reduced to a transfer of information. It is, therefore, a personalized relationship of help in which the teacher-tutor attends, facilitates and guides one or more students in the formative process.
- M8 Evaluation (Ev). It is the set of processes that try to evaluate the learning results obtained by the students and expressed in terms of acquired knowledge, capacities, developed skills or abilities and manifested attitudes. It covers a wide range of activities that can be developed for students to demonstrate their training (e.g. written, oral and practical tests, projects or assignments,). It also includes Official Calls.
- M10 Estudio del alumno: Preparación individual de lecturas, ensayos, resolución de problemas, seminarios



IN-CLASS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
Theoretical lessons M1	R1, R2, R3	34,00	1,36
Seminar M2	R1, R2, R3	4,00	0,16
Practice lessons M4	R1, R2, R3	15,50	0,62
Office Hours M7	R1, R2, R3	1,50	0,06
Evaluation M8	R1, R2, R3	5,00	0,20
TOTAL		60,00	2,40

LEARNING ACTIVITIES OF AUTONOMOUS WORK

	LEARNING OUTCOMES	HOURS	ECTS
Autonomous work M10	R1, R2, R3	66,50	2,66
Group work M10	R1, R2, R3	23,50	0,94
TOTAL		90,00	3,60



Description of the contents

Description of the necessary contents to acquire the learning outcomes.

Theoretical contents:

Content block	Contents
The podiatric clinic as a company.	- Introduction to the podiatric clinic.- Analysis of the environment and strategies.- Start-up of the clinic.- Opening requirements, procedures and procedures.
Clinic documents and requirements.	- Choice of the legal form of the clinic and start-up procedures.- Fiscal obligations.- Opening requirements of the podiatric clinic.
Management of human, material and patient resources	- Motivation, leadership, communication and conflict resolution and negotiation.- Planning, job description, recruitment and selection of personnel, performance evaluation, compensation and training.- Hiring, payroll, social security and labor relations
Areas of a podiatric clinic	- Clinic spaces.- The clinic as a service company.- Patient reception and communication skills
Economic-financial aspects. Accounting and taxation	- Accounting analysis of the podiatric clinic.- Income and expenses. Treasury budget. Estimation of demand. Determination of prices.- Profitability threshold. Investment analysis.
Podiatric Marketing	- Marketing plan for the clinic.- Market analysis.
Quality and business ethics	- Quality management systems.- Quality of care in podiatry.- Risk prevention in the podiatric clinic.- Business ethics.



Temporary organization of learning:

Block of content	Number of sessions	Hours
The podiatric clinic as a company.	4,00	8,00
Clinic documents and requirements.	4,00	8,00
Management of human, material and patient resources	6,00	12,00
Areas of a podiatric clinic	2,00	4,00
Economic-financial aspects. Accounting and taxation	6,00	12,00
Podiatric Marketing	4,00	8,00
Quality and business ethics	4,00	8,00



References

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7. Ribeiro. La comunicación eficaz. Ed. Urano; 2002
8. Varo. Gestión estratégica de la calidad en los servicios sanitarios. Ed. Díaz de Santos; 1993
9. Lilley. Como tratar con gente difícil Ed. Gedisa; 2002
10. Maqueda: Marketing estratégico para empresas de servicios. Ed. Díaz de Santos; 1995
11. Grönroos. Marketing y gestión de servicios Ed. Díaz de Santos; 1994
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