



## Guide for the Master of Public Health Degree Program with a specialization in HEALTH SERVICES MANAGEMENT AND POLICY

Students admitted to the Master of Public Health (MPH) degree program are assigned faculty advisors who will provide guidance throughout the program. This document serves as a resource to be used by the student and the advisor in developing a program with a specialization in Health Services Management and Policy (HSMP). For additional information about requirements, students are directed to the College of Public Health (CPH) *Student Handbook* (<http://cph.osu.edu/academics/handbooks/>) and to the *Graduate School Handbook* (<http://www.gradsch.ohio-state.edu/>).

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. See the HSMP MPH Transition Curriculum Plan in Appendix I of the CPH *Student Handbook* for details.

### PROGRAM OF STUDY

The curriculum consists of a minimum of 60 quarter hours organized into five curricular domains:

1. Core courses in areas of knowledge basic to public health (20 quarter hours)
2. Courses required for a specialization in PUBHHMP (28 quarter hours)
3. Elective courses approved for the specialization (4 quarter hours minimum)
4. Practicum (4 quarter hours)
5. Culminating project (4 quarter hours minimum)

#### Public Health Core Courses (20 qtr hrs)

Every student in the MPH degree program must complete the following courses in the areas of knowledge basic to public health:

PUBHBIO 701	Design and Analysis of Studies in the Health Sciences I	4 hrs
PUBHEHS 731	Principles of Environmental Health	4 hrs
PUBHEPI 710	Principles of Epidemiology	4 hrs
PUBHHBP 720	Preventing Disease & Promoting Health through Behavioral Sci	4 hrs
PUBHHMP 800	Health Care Organization I	4 hrs

#### Required Courses in the Specialization (28 qtr hrs)

PUBHHMP 801	Health Care Organization II	4 hrs
PUBHHMP 802	Econ Analysis of Health Services	4 hrs
PUBHHMP 805	Introduction to Health Policy	4 hrs
PUBHHMP 815	Health Services Org Mgmt	4 hrs
PUBHHMP 820	Health Services Finance I	4 hrs

*Choose eight credit hours from the following (others may be used as electives if desired):*

PUBHHMP 811	Legal Environment of Health Care	4 hrs
PUBHHMP 817	Leadership in Health Care	4 hrs
PUBHHMP 821	Health Services Finance II	4 hrs
PUBHHMP 824	Economic Eval of Health Care	4 hrs
PUBHHMP 871	Health Services Research	4 hrs
PUBHHMP 870.01	Health Care Outcomes	2 hrs
PUBHHMP 870.03	Data Analysis	2 hrs
PUBHHMP 870.05	Human Resources	2 hrs
PUBHHMP 870.06	Marketing	2 hrs
PUBHHMP 880	Operations Mgmt for Hlth Srv Org	4 hrs
PUBHHMP 881	Topics in Health Serv Op Mgmt	4 hrs
PUBHHMP 882	Info Systems for Health Serv Org	4 hrs
PUBHHBP 821	Community Health Assessment	4 hrs
PUBHHBP 824	Program Evaluation	4 hrs
PUBPOLM 834	Public Budgeting	4 hrs

#### Recommended Electives (4 qtr hrs minimum)

Students may choose additional courses from the list above, and also are free to select from the many electives recommended for the MHA listed in Appendix E of the CPH *Student Handbook*.

#### Practicum (4 qtr hrs)

PUB HLTH 685	Field Experience in Public Health	4 hrs
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#### Culminating Project (4 qtr hrs)

PUB HLTH 785	Culminating Project in Pub Health	4 hrs
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### PRACTICUM

The College requires four quarter hours of field experience in public health (practicum) for all students in the MPH degree program. Students must spend at least 120 hours on site in the experience to meet the minimum requirement (30 hours on site equals one credit hour).

Each student chooses a practicum that fits with her/his career goals and is consistent with the area of specialization. An on-site preceptor supervises the student's experience, and the faculty advisor collaborates in designing and approving the learning content. The majority of students complete this requirement during the summer following the first academic year, though some may choose to delay it until later in their second year.

Students should be active participants in the arrangements for a practice placement. The Office of Academic Programs and Student Services in 100 Cunz Hall assists students in locating appropriate practicum sites and provides support throughout the experience. Students are encouraged to consult with their advisors and other CPH faculty. The practicum is graded S/U. The evaluation is based on the preceptor's and advisor's assessment of the experience and the final report. Complete details on the process for seeking and confirming the placement, as well as the expectations for the practicum, are found in the *Practicum Student Handbook* (<http://cph.osu.edu/academics/handbooks/>).

### **CULMINATING PROJECT/MASTER'S EXAMINATION**

The Graduate School requires that each master's student complete a Master's Examination. The culminating project for the MPH satisfies this requirement either with a traditional thesis or an alternative written product.

MPH students specializing in Health Services Management and Policy have the option of completing a traditional research-based master's thesis as the culminating project or an integrative writing project. The thesis option is less frequently chosen because the majority of students intend to go directly into professional practice. However, those students who expect to pursue an academic degree program such as the PhD are encouraged to consider a thesis and there are, of course, students who are interested in a topic that is best approached in the thesis format.

Students who prefer an alternative to the thesis complete an integrative writing project. More detailed descriptions of the culminating project requirements are available in the division's MPH culminating project guidelines (<http://cph.osu.edu/academics/handbooks/>). Students should begin planning their culminating projects with their faculty advisors at least three quarters prior to the expected quarter of completion.

### **ACADEMIC STANDARDS**

To remain in good academic standing, MPH students must maintain a minimum 3.0 overall GPA. In addition, a B- or higher must be earned in the specialization courses and the core courses (with the exception of a C or C+ in one core course). No course in which a grade of C- or below is

earned may count towards the degree. For more details, see Section 11.2 of the *CPH Student Handbook*.

### **TIME LIMIT**

The MPH degree must be completed within five years from the date of matriculation. The responsibility for academic progress and fulfillment of the time limit rule rests with each student. Students who fail to complete the program in five years must re-apply to the program by written petition to the Graduate Studies Committee. Approval may be contingent upon completion of additional course work. No further registration will be permitted in the absence of an approved petition. For additional information, see Section 5.5 of the *CPH Student Handbook*.

### **GRADUATE NON-DEGREE & TRANSFER CREDIT**

The transfer of credit depends on where it was earned. For OSU graduate non-degree credits, a maximum of 10 credit hours may be transferred into the degree-granting program with approval of the faculty advisor. For transfer credit from another institution, a maximum of 12 quarter hours (20% of the total credit hours required for the degree) may be transferred into the program with approval of the faculty advisor and the Graduate Studies Chair. For more information, see Section 10.3 of the *CPH Student Handbook*.

### **GRADUATION**

Students must be enrolled for a minimum of three graduate credits during the quarter in which they wish to graduate. An "Application to Graduate" form (available on the Graduate School's Web site) must be completed by the student, signed by the advisor, and returned to the Student Services (OAPSS) for processing. The deadline for submitting the signed form to OAPSS is the second Friday of the quarter *prior* to the quarter of graduation. The deadline to submit the signed Master Exam Report Form is the 8<sup>th</sup> week of the quarter; therefore, students generally must complete their culminating projects by the 6<sup>th</sup> or 7<sup>th</sup> week of the quarter. At the end of the quarter, students are asked to complete an Exit Survey, as explained in Section 13.14 of the *CPH Student Handbook*.

### **OFFICE OF ACADEMIC PROGRAMS AND STUDENT SERVICES**

Counselors are available in the Office of Academic Programs and Student Services, 100 Cunz Hall (614-292-8350) to provide assistance regarding College or University policies and procedures. Questions regarding the student's program should be directed to the faculty advisor or instructor.