



OREGON  
MPH  
MASTER OF PUBLIC HEALTH

**Health Management and Policy  
(HMP)**

**Oregon State University  
MPH - HMP Track  
Student Handbook**

**2011-2012**





**2011-2012 OMPH Health Management and Policy Track  
Student Handbook for Oregon State University**

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**2011-2012 OMPH Program Student Handbook**  
**Oregon State University**  
Health Management and Policy Track

**I. IMPORTANT:** In addition to this handbook, OSU MPH HMP track students *must reference* the Master of Public Health Oregon State University Student General Handbook for information pertaining to ALL students

**II. OSU Health Management and Policy (HMP) Track Specific Requirements**

**A. HMP Track Competencies**

1. Conceptualize, analyze, and resolve problems related to health services delivery and finance.
2. Identify and apply economic financial, legal, organizational, political, and ethical theories and frameworks.
3. Employ appropriate qualitative and quantitative techniques to manage human, fiscal, technological, information, physical, and other resources.
4. Establish and manage systems and processes to assess organizational performance for continuous improvement of quality, safety, and effectiveness.
5. Act ethically and professionally, and be responsive to community variations in cultures and sociodemographics.
6. Lead in all levels of public and private health services organizations.
7. Communicate, solve problems and make decisions related to health policy and management in the public and private sectors.
8. Integrate theory and practice to plan, implement, and evaluate strategies and policies in health services programs, systems, and organizations.

**B. HMP Track Degree Requirements**

Completing the MPH degree in the Health Management & Policy Track at OSU requires:

1. A total of at least 61 approved credit hours. These credits include:

OMP	H	Core Courses	16
		Required Track Courses	15
		Specialization/Elective/other	24
		Field Experience (Internship)	6
2. Students must maintain a minimum 3.0 (B) grade point average in their graduate courses. Additionally, students may not receive lower than a B- in any required course (core or track required courses). If lower than a B- is received then the student will need to retake the course.
3. Successful completion of field experience.
4. Successful completion of final oral exam.

The following courses are required in the Health Management & Policy Track:

Track Competency	PSU Courses	OSU courses	Links to Program Learning Competencies
1. Conceptualize, analyze, and resolve problems related to health services delivery and finance.	PA 541 Organizational Behavior in Health Services Organizations PA 571 Health Policy PA 586 Introduction to Health Economics <b>PHE 535 Epidemiology Survey</b> <b>PHE 512 Principles of Health Behavior</b> <b>PHE 580 Concepts of Environmental Health</b> PA 574 Health Systems <b>Organization</b>	H 536 Health Care Organization Theory and Behavior H 530 Health Policy Analysis H 532 Economic Issues in Health and Medical Care <b>H 571 Principles of Health Behavior</b> <b>H 525 Principles and Practices of Epidemiology</b> <b>H 512 Environmental and Occupational Health</b> <b>H 533 Health Systems Organization</b>	PLC #1 PLC #2 PLC #3 PLC #7
2. Identify and apply economic financial, legal, organizational, political, and ethical theories and frameworks.	PA 541 Organizational Behavior in Health Services Organizations PA 571 Health Policy PA 573 Values and Ethics in Health PA 576 Strategic Management in Health Services PA 586 Introduction to Health Economics	H 532 Economic Issues in Health and Medical Care H 536 Health Care Organization Theory and Behavior H 518 Public Health Ethics & Issues H 530 Health Policy Analysis H 556 Strategic Management of HC Organizations	PLC #3 PLC #5
3. Employ appropriate qualitative and quantitative techniques to manage human, fiscal, technological, information, physical,	PA 576 Strategic Management in Health Services PA 586 Introduction to Health Economics <b>PH 524 Biometry Survey</b>	H 556 Strategic Management of HC Organizations H 532 Economic Issues in Health and Medical Care. <b>H 524 Introduction</b>	

and other resources.	<b>PHE 535 Epidemiology Survey</b>	<b>to Biostatistics H 525 Principles and Practices of Epidemiology</b>	
4. Establish and manage systems and processes to assess organizational performance for continuous improvement of quality, safety, and effectiveness.	PA 541 Organizational Behavior in Health Services Organizations PA 576 Strategic Management in Health Services <b>PA 574 Health Systems Organization</b>	H 536 Health Care Organization Theory and Behavior H 556 Strategic Management of HC Organizations <b>H 533 Health Systems Organization</b>	PLC #3 PLC #4
5. Act ethically and professionally, and be responsive to community variations in cultures and sociodemographics.	PA 541 Organizational Behavior in Health Services Organizations PA 509 Organizational Experience <b>PH 524 Biometry Survey</b> <b>PHE 535 Epidemiology Survey</b> <b>PHE 512 Principles of Health Behavior</b>	H 518 Public Health Ethics & Issues H 510 or H 506 Organizational Experience <b>H 571 Principles of Health Behavior</b> <b>H 525 Principles and Practices of Epidemiology</b> <b>H 524 Introduction to Biostatistics</b>	PLC #2 PLC #4 PLC #5 PLC #6
6. Lead in all levels of public and private health services organizations.	PA 541 Organizational Behavior in Health Services Organizations PA 571 Health Policy PA 576 Strategic Management in Health Services PA 509 Organizational Experience	H 556 Strategic Management of HC Organizations H 530 Health Policy Analysis H 510 or H 506 Organizational Experience H 536 Health Care Organization Theory and Behavior	PLC #3 PLC #7
7. Communicate, solve problems and make decisions	PA 541 Organizational Behavior in Health	H 530 Health Policy Analysis H 536 Health Care	PLC #3 PLC #4 PLC #5

related to health policy and management in the public and private sectors.	Services Organizations PA 571 Health Policy PA 573 Values and Ethics in Health PA 576 Strategic Management in Health Services <b>PA 574 Health Systems Organization</b>	Organization Theory and Behavior H 556 Strategic Management of HC Organizations H 518 Public Health Ethics & Issues <b>H 533 Health Systems Organization</b>	PLC #7
8. Integrate theory and practice to plan, implement, and evaluate strategies and policies in health services programs, systems, and organizations.	PA 509 Organizational Experience PA 576 Strategic Management in Health Services	H 510 or H 506 Organizational Experience H 556 Strategic Management of HC Organizations	PLC #3 PLC #5 PLC #6 PLC #7

Note: courses in bold are OMPH core courses.

## **DEGREE REQUIREMENTS Health Management & Policy Track (61 credits)**

### **MPH Core Courses (16 credits)**

- H 512 Environmental and Occupational Health (3 credits)
- H 524 Introduction to Biostatistics (4 credits)
- H 525 Epidemiology (3 credits)
- H 533 Health Systems Organization (3 credits)
- H 571 Principles of Health Behavior (3 credits)

### **Required HMP Track Courses (15 credits)**

- H 518 Public Health Ethics or PHL 544 Biomedical Ethics (3 credits)
- H 530 Health Policy Analysis (3 credits)
- H 532 Economic Issues in Health and Medical Care (3 credits)
- H 536 Health Care Organization Theory and Behavior (3 credits)
- H 556 Strategic Management of Health Care Organizations (3 credits)

### **HMP Electives (Select 12 credits)**

- H 515 Research Methods (3 credits)
- H 531 Health Care Marketing (3 credits)
- H 534 Health Care Law and Regulation (3 credits)
- H 559 Contracts and Negotiations (3 credits)
- H 557 Financial Management of Health Care Organizations (3 credits)
- H 558 Reimbursement Mechanisms (3 credits)

**Electives (12 credits)**

**Electives should be chosen in consultation with your advisor**

*Note: In consultation with their major professor, students may opt to take courses at PSU or OHSU*

**Organizational Experience (6 credits)**

All HMP track students will be required to complete a minimum six credit organizational experience at or near the end of their coursework. That experience will provide the student the opportunity to apply what they have learned in the classroom to an actual organizational setting. In consultation with their advisor, students must enroll in either H 510 (Internship/organizational experience) or H 506 (Project). Students in either option will have to present their final work product to a faculty committee and that presentation will be open to the university community.

**C. HMP Track Sample Course Sequence**

It is recommended that OMPH courses be taken in a particular sequence to maximize the educational experience and to complete the program in two years. Always consult your advisor regarding your program of study to determine the schedule that fits best for you. The following shows a recommended sequence of courses.

**Course Schedule for Incoming MPH Students in the HMP Track at OSU**

Year	Fall	Winter	Spring
2011-2012	<b>H 524 Introduction to Biostatistics</b> <b>H 533 Health Systems Organization</b> <b>H 571 Principles of Health Behavior</b> Phil 544 <sup>2</sup> H 515 or H 531 <sup>3</sup>	H 536 Healthcare Organization Theory and Behavior H 559 Contracts & Negotiations H 557 Financial Management	H 530 Health Policy Analysis H 556 Strategic Management of Health Care <i>Elective</i>
2012-2013	<b>H 512 Environmental and Occupational Health</b> <b>H 525 Principles &amp; Practices of Epidemiology</b> Phil 544 <sup>2</sup> H 515 or H 531 <sup>3</sup>	H 534 Health Care Law & Regulation <i>Elective</i> <i>Elective</i>	H 532 Economic Issues in Health & Medical H 558 Reimbursement Mechanisms <i>Elective</i>

1. Many of our HMP courses are offered only every 2 years. That said, students must adhere to the schedule in order to finish in 2 years.
2. Students should take Phil 544 Fall term of their first or second year. It is often offered also during the summer.

3. H 515 or H 531 should only be taken if students wish to take 4 courses. Please consult with you advisor regarding your course load.
4. See your advisor if you have conflicts or questions.

Health Management and Policy Electives (12 credits)\*

Fall	Winter	Spring	Summer
H515 Research Methods in Health and Safety H 531 Health Care Marketing (or Summer)	H 534 Health Care Law H 559 Contracts & Negotiations H 557 Financial Management of Health Care Organizations	H 558 Reimbursement Mechanisms	TBA

Additional College Courses Suggested for Electives\*

Fall	Winter	Spring	Summer
	H 529 International Health H 565 Public Health and Women, Social and Policy Issues H 569 Material and Child Health	H 574 Violence and Society H 527 Case Studies in International Health H 522 Health, Aging and Control of Chronic Disease H 528 Global Health Issues	H 589 Emergency and Disaster Management

Note: courses in bold are OMPH core courses.

\* Some of these courses are not offered every year. Check the class schedules on-line and in the College for current course listings.

This is not an exhaustive list of graduate courses in the College of Public Health and Human Sciences. Please check with your advisor about other elective courses in the College or in other units.

**D. HMP Track Field Experience**

**Field Experience Information and Orientation**

The OMPH Program Office has a database that contains data on field experience sites utilized by students. The database contains information about field experience sites including: agency background information, contact information, specialty track(s) served, and the number of students placed each year. Students at all of the collaborative universities can request access to this database from the Program Office by contacting the Program Coordinator, Alison Schneiger at [alison@oregonmph.org](mailto:alison@oregonmph.org).

Links to the Field Experience guidelines and orientation presentations for both students and preceptors can be found on the OMPH website at:  
<http://www.oregonmph.org/register/register.html#Field>

### **Program Minimum Standards for Field Experiences**

In addition to meeting track field experience criteria, all OMPH field/organizational experiences must meet the following:

- Precepted experience: Preceptor may not be program faculty member or advisor; Preceptors must have public health credentials or appropriate health related credentials and experience to provide appropriate mentorship/supervision in your learning experience. All site preceptors and sites will be assessed on a case by case basis.
- Competency-based, meeting track and student-specified competencies
- Competencies and field experience site/work scope are pre-approved by advisor
- Evaluated by both student and preceptor, demonstrating competency mastery
- Community or population focus (e.g., public health agency, health care delivery, reimbursement, community organizing, health voluntary, population-based research, worksite setting)
- Minimum of 200 practice hours, 6 units.

### **E. HMP Minimum Standards for Field Experiences**

**In addition to meeting the OMPH Program** Minimum Standards for field experiences, organizational experiences for students in the Health Management & Policy Track must meet the following requirements:

- The organizational experience typically involves the student working on an administrative, policy or management issue confronting a public, nonprofit or health services organization. It is an opportunity for the student to relate her/his academic experience in the master's program to the issue that is the focus of the experience.
- The experience site and work scope must be pre-approved by the relevant faculty advisor.
- The organizational experience (preceptor evaluation, work product, reflective paper, presentation) is graded on a pass/no pass basis.
- Students are encouraged to maintain a journal during the experience to help in the preparation of the reflective paper.
- Upon completion of the 200 hours of practice work:
  1. The community or organization preceptor will evaluate the student's performance with respect to the competencies designated at the beginning of the experience, including at minimum Track Competencies 5, 6, and 8.
  2. The student will document the experience and its product for the host organization.

3. The student will prepare a reflective paper (minimum 10 pages) on the experience that addresses the utility of the experience for the student and offers personal reflection on:
  - achievement of the student's learning objectives articulated at the beginning of the organizational experience, including Track Competencies 5,6, and 8;
  - opportunities for integration of curricular content in practice; and
  - future career directions based on the experience and related learning.
4. The student will make an oral presentation of their final work product to a faculty committee. The presentation will be open to the university community.

### **F. Culminating Experience in HMP Track - Final Oral Exam**

Upon completion of all required coursework and the internship experience, all MPH students must schedule a final oral examination. (Note: All required coursework and the internship must be completed before taking the exam.) Students must receive approval to take the exam from their academic advisors. All deviations from policy must be approved by the Track Coordinator (OSU).

#### *Purpose*

The Graduate School at Oregon State University requires all students in a graduate degree seeking program to participate in a final oral examination. The purpose of the oral examination is to provide students with an opportunity to integrate their educational experiences and draw from coursework and the internship to respond to substantive, methodological, and theory-based questions. In conjunction with the internship, the exam is designed to test the Health Management and Policy track competencies and to provide the student an opportunity to assess his or her mastery of the competencies.

#### *Format*

The examination will last approximately 2-3 hours. Student will give an oral presentation of their internship experience and committee members and guests will be present. At the conclusion of the general presentation all visitors will be asked to leave and the oral examination will continue with only the committee members and the student present. Questions will focus on the program, internship, and track competencies.

#### *Committee*

The exam committee will be comprised of three faculty members, including the student's advisor and two additional members who are faculty specializing in HMP. In the event that HMP faculty are not available, faculty from the College may be selected in consultation with the student's advisor. Students should discuss the procedure for creating committees with their faculty advisor or the Track Coordinator.

### *Assigning Grade*

Students will be assigned a “pass” or “fail” grade. A grade of “pass” means that the student has responded to the exam questions satisfactorily. If the student receives a grade of “fail” on their examination, faculty must provide specific comments, feedback, and suggestions for improvement. Failure of the examination may result in additional coursework, remedial assignments or readings, prior to retaking the examination. Students will be allowed \*one\* retake of the examination, which will include new questions and follow the same procedures as above. The examination may be retaken no sooner than 10 weeks (one full academic term) after the date of the failed exam.

If the student fails the second oral examination, the student will be terminated from the OMPH program.



**III. Health Management and Policy Advising Sheet**

**OSU Student Advising Sheet  
Health Management & Policy Track**

**Student** \_\_\_\_\_ **Today's Date** \_\_\_\_\_

**Date Entered School** \_\_\_\_\_ **Expected Graduation** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Email** \_\_\_\_\_ **ID#** \_\_\_\_\_

**Oregon MPH Core Courses (16 Credits)**  
**HMP Track Required Courses (15 Credits)**  
**HMP Electives (12 Credits)**  
**Suggested Electives (12 Credits)**  
**Organizational Experience (6 credits)**  
**Total 61 Credits**

<b>MPH Core Requirements (16)</b>	Term	Grade
H 512 Environmental and Occupational Health (3 credits)		
H 524 Intro to Biostatistics (4 credits)		
H 525 Principles and Practices of Epidemiology (3 credits)		
H 533 Health Systems Organization (3 credits)		
H 571 Principles of Health Behavior (3 credits)		
<b>Total</b> _____		

<b>HMP Track Required Courses (15)</b>	Term	Grade
H 518 Public Health Ethics and Issues or PHL544 Biomedical Ethics (3 credits)		
H 530 Health Policy Analysis (3 credits)		
H 532 Economic Issues in Health and Medical Care (3 credits)		
H 536 Health Care Organization Theory and Behavior (3 credits)		
H 556 Strategic Management of Health Care Organizations (3 credits)		
<b>Total</b> _____		

<b>HMP Electives (Select 12 credits)</b>		Term	Grade
H 515 Research Methodology in Health and Safety (3 credits)			
H 531 Health Care Marketing (3 credits)			
H 534 Health Care Law and Regulation (3 credits)			
H 559 Contracts & Negotiations (3 credits)			
H 557 Financial Management of Health Care Organizations (3 credits)			
H 558 Reimbursement Mechanisms (3 credits)			
			<b>Total</b> _____
<b>Electives (Select 12 credits)</b>		Term	Grade
H 538 Public and Private Health Insurance (3 credits)			
H 567 Long-Term Care Alternatives (3 credits)			
H 568 Financing and Administration of Long-Term Care (3 credits)			
H 589 Emergency and Disaster Management (3 credits)			
H 595 Design for Environment, Safety and Health (3 credits)			
H 565 Public Health and Women: Social and Policy Issues (3 credits)			
H 576 Program Planning/Proposal Writing in Health and Human Services (3 credits)			
H 529 International Health (3 credits)			
			<b>Total</b> _____
<b>Organizational Experience (6 credits)</b>			
			<b>Total</b> _____
<b>Program Total</b> _____			

**Please note any special arrangements where course substitutes have been approved. Provide details:**

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## NOTES