



UNIVERSITY
of HAWAII®
MĀNOA

OFFICE OF PUBLIC HEALTH STUDIES GRADUATE COURSE SYLLABUS

1. Course Syllabus Information

- a. **Course Number and Title:** PH 791: Advanced Public Health Practice-Fall 2018
- b. **Number of Credit hours:** 3 credit hours
- c. **Course Meeting Place and Time:** TBA—Placements with community organizations
- d. **Prerequisite(s):** Must have 15-24 credit hours of public health course work completed (see below)

2. Instructor Information:

- a. **Name:** Valerie Yontz, PHD
- b. **Phone:** 808-956-5771
- c. **Email:** vyontz@hawaii.edu
- d. **Office Location:** D202-Biomedical Sciences Building
- e. **Office Hours:** By appointment via email

3. Course Description:

The Advanced Public Health Practice or usually called “Practicum” is a **planned, approved, supervised and evaluated practical experience** that is intended to provide MPH students an opportunity to synthesize, integrate, apply practical skills, knowledge, training learned through courses, to gain professional experience in a public health work environment and to work on public health practice projects that are of particular interest.

The Practicum (or Applied Practice) is a three-way partnership between the MPH student, student’s UHM-Office of Public Health Studies’ Practicum Coordinator and his/her advisor, and the sponsoring agencies/organizations in which the practicum takes place under the supervision of a site preceptor. The Practicum is a 3-credit requirement during which the student works 240 hours in the community under the supervision of a site or practicum preceptor. Students can complete these hours over the summer period or spread them over a long time period if necessary.

The Practicum is guided by a set of approved policies and procedures, which are based on the needs, and resources of all parties involved. A Practicum provides the opportunity to integrate and apply classroom learning in a public health work environment, enabling you to observe and learn from professionals in the field. If you are new to the field of public health, the practicum serves as an important first step in your career with public health practice, providing an introduction to the practical skills and experience necessary for a productive and fulfilling career. If you have had prior work experience, you will find that the practicum provides the opportunity to hone your skills or to gain new experience in a different area of specialization. The practicum experience could include study design, proposal writing, primary data collection & data analysis, needs assessment, program evaluation, project development, health education trainings, policy analysis, cost effectiveness, and others.

3a. Prerequisites (optional- delete if none)

1. Academic Prerequisites:

Students need to have completed minimum of 15-24 credits of their MPH course requirement to be considered eligible for the Practicum. It is recommended that at least 20 hours (two semesters of course work) or more

credits are completed so that more public health knowledge and learning is brought into the practicum experience as applied practice.

2. Additional Prerequisites:

Please refer to the Practicum Handbook for a review of the complete prerequisite list at

<http://www.hawaii.edu/publichealth/students/students.html>

The primary prerequisites required for the program are as follows:

- Attendance to Practicum Orientation conducted by Practice Coordinator
- Pre-approval of the Practicum by the Practicum Coordinator and Faculty Advisor prior to initiation of Practicum hours
- Enrolled in UH-OPHS liability insurance by paying \$15.00 at the OPHSAS
- Development and submission of a completed Practicum Plan on Form 15
- All signatures obtained on Form 15 including Practicum preceptor, Faculty Advisor, Second Committee member, student and clearance by the Practicum Coordinator.

3. Forms

All students must fill out and submit the following forms found on Public Health Website at

<https://www.hawaii.edu/publichealth/students/forms.html>

- Form 15-Student Practicum Plan (Appendix 1)
- Form 16-Final Site Preceptor Evaluation (Appendix 2)
- Form 17-Practicum Profile and Career Advising Form (Appendix 3)
- Memorandum of Agreement-Practicum Agreement for the Practicum Site (Appendix 3)
- Time Sheet for Tracking MPH Practicum Service Hours (Appendix 4)
- Request Form for Organizations seeking MPH students for practicum placement (Appendix 5)
- Student Practice Course Commitment Form (Appendix 6)
- Student Profile (Appendix 7)
- Form 18-MPH Competency Attainment Tracking Form (Appendix 8)

4. Student Learning Objectives: (for the Course):

Course Overarching Learning Objectives

The practicum is an intensive period of supervised practicum training that is a key component of the MPH educational experience. It can be conceptualized in a variety of ways, each of which may be relevant to a particular set of needs, conditions, and purposes. A commonly accepted description of such programs focuses on the purpose of supplementing and extending the classroom academic program through practical opportunities with the following course overarching learning objectives:

1. Integrate theory with practice and application of knowledge;
2. Provide a place outside the classroom for clarifying values/beliefs and testing methods and techniques.
3. Identify potential public health problems and issues;
4. Address “real world” problems through research, problem solving, and service;
5. Assist in defining and solving health problems by using existing data or collecting new information, and
6. Stimulate or create areas for needed research, intervention, policy, investigation and interventions.

5. Course Schedule (Process) and Assignments with Grade Distributions: (Practicum Steps)

☑ Check	MPH Practicum Checklist--Process Steps	Assigned Points
<input type="checkbox"/>	1. Submitted Form 17 and Resume <ul style="list-style-type: none"> Completed and submitted Form 17 & resume to Practicum Coordinator to guide focus of the practicum placement. 	3
<input type="checkbox"/>	2. Met with Practicum Coordinator to finalize the following: <p>a) Selected Practicum Placement Site</p> <ul style="list-style-type: none"> Found a site that meets your interest Discussed the preceptor and placement site with your faculty committee advisor/chair Confirmed site offers the basic requirements for MPH specialization areas Met with Practicum Coordinator to complete Form 17 and file resume in OPHSAS file <p>b) Selected Qualified Practicum Preceptor</p> <ul style="list-style-type: none"> Selected qualified practicum preceptor that is willing to oversee your practicum activities Ensured if practicum preceptor has at least a <u>master's degree</u> Assessed if Practicum preceptor has at least one-two years of experience in the field. Verified if Practicum preceptor has enough time to meet regularly with the student Sought approval preceptor by Faculty Advisor/chair and from practicum coordinator 	3
<input type="checkbox"/>	3. Paid Liability Insurance <ul style="list-style-type: none"> Paid the \$15.00 premium at Office of Graduate Student Academic Services (OGSAS) in Biomed D204. Used only checks or money order are accepted; make payable to "University of Hawai'i". Deadline: Prior to submission of Form 15 since date needs to be listed on Form 15. 	3
<input type="checkbox"/>	4. Signed Memorandum of Agreement (MOA)—Practicum Agreement obtained <ul style="list-style-type: none"> Ensured practicum site has a signed Memorandum of Agreement (MOA) with OPHS Worked with the Practice Coordinator to have MOA generated, signed and filed 	3
<input type="checkbox"/>	5. Completed and collected signature on Form 15: <ul style="list-style-type: none"> Met with preceptor and practicum coordinator for practicum content Completed all sections of Form 15 (typed) Selected second committee member Paid Liability insurance so date can be typed on Form 15 Emailed in <u>group email</u> the draft Form 15 to everyone on signature page for review, edits, and clearance Obtained all signatures on Form 15 after cleared by all Submitted original signed Form 15 to Practice Coordinator for processing and filing 	8
<input type="checkbox"/>	6. Enrolled and completed PH 791: Advanced Public Health Practice <ul style="list-style-type: none"> Registration into PH 791 is possible after the signed Form 15 has been submitted to the practicum coordinator—Form 15 starts PH 791. Emailed ID number to Practicum Coordinator to seek override for PH 791 Registered for PH 791: Advanced Public Health Practice in Fall semester or semester that practicum ends 	2
<input type="checkbox"/>	7. Conducted and finished practicum activities <ul style="list-style-type: none"> Logged time spent on practicum activities, did monthly blogs, and carried-out objectives & deliverables Completed full completion of practicum objectives and deliverables 	25

	<ul style="list-style-type: none"> Carried out 240 hours (total) by the end of the practicum period (usually the end of the summer) Submitted deliverables, practicum report, and Form 18 to preceptor, practicum coordinator, and committee members 	
<input type="checkbox"/>	<p>8. Posted monthly reflective blogs throughout whole practicum on time (lateness will affect grade)</p> <ul style="list-style-type: none"> Wrote and submitted monthly narrative reflective blogs on “Practicum Site Public Health” laulima under “Clog” tab throughout the whole practicum Stopped monthly blogs once deliverables and practicum report have been submitted 	10
<input type="checkbox"/>	<p>9. Wrote Practicum Narrative Report</p> <ul style="list-style-type: none"> Prepared practicum report with headings for each objective/deliverable pair Completed written narrative practicum report about the experience at practicum site Documented how each set of learning objectives and deliverables have been met Documented how at least <u>five</u> MPH competencies got attained and/or reinforced with at least <u>three</u> from the MPH foundational competency list Filled-in competency-assignment pairing table to certify what methods was used for competency attainment. Ensured that enough data/experience was generated for use with the capstone final paper and final oral (if linked), which is determined by advisor. 	10
<input type="checkbox"/>	<p>10. Obtained Form 16: Preceptor Evaluation of Practicum and Submitted</p> <ul style="list-style-type: none"> Ensured Practicum Preceptor completes the Form 16 called “Practicum Preceptor Evaluation” Returned Form 16 to the Practice Coordinator for processing. Practicum Coordinator will email copies to the student faculty committee and place in OGSAS student file) 	8
<input type="checkbox"/>	<p>11. Submitted Practicum Portfolio and Forms 15, 16, 17, & 18</p> <ul style="list-style-type: none"> Created MPH digital portfolio with practicum deliverables, practicum report, Form 15, Form 16, Form 17, and Form 18. Marked the competencies on Form 18 and explain how they were completed with at least five MPH competencies with three from the MPH Core Foundational Competencies. Completed assignment Table A with the practicum report to document how each competency was obtained Document how MPH competency—MPS21: “Perform effectively on interprofessional teams” got attained with interprofessional education (IPE) tracking if applicable—(See IPE policy in Practicum Handbook) 	10
<input type="checkbox"/>	<p>12. Demonstrated good practicum management and good professional communication</p> <ul style="list-style-type: none"> Was able to complete practicum with planned time (usually one summer-12 weeks) Communicated well with preceptor and keep practicum coordinator well informed of progress and any concerns 	15
<input type="checkbox"/>	<p>13. Finished practicum and total practicum points:</p> <ul style="list-style-type: none"> Completed post-Practicum feedback survey (like eCafe) that is done in Qualtrics Thanked preceptor for time and mentoring during the practicum experience Completed all practicum steps Submitted e-version of Practicum Checklist to Practicum coordinator No PH 791 grade will be given until <u>all</u> steps/aspects are thoroughly completed. 	100

6. Specific Course Assignments' Guidelines & Instructions:

PH 791: Advanced Public Health Practice-Instructions for MPH Practicum Students with signed Form 15

I. Complete Practicum Objectives and Deliverables

Instructions:

- **Focus on Objectives.** Work with preceptor to carry out the practicum activities based on the Form 15 “agreed” objectives and deliverables. The 240 hours should be spent with a specific focus. If other activities are added be sure that there will be enough time to finish the objectives/deliverables on the Form 15. If the practicum project changes or evolves, then the Form 15 must be revised.
- **Produce the deliverables.** Deliverables are concrete products of your practicum objectives and activities. They are to be shared with your preceptor, practicum coordinator and committee members at the end of the practicum.

II. Post Monthly Reflective Blogs-Due by 7th day of each month

Instructions:

- **Monthly blogs.** Blogs will need to be posted monthly with at least one blog for every month that you are in your practicum. You will stop posting blogs once your practicum report has been submitted.
- **Due 7th of the each month.** Blogs are due by the 7th day of each month and it is the MPH student’s responsibility to remember to post these blogs in Lulima under “Practicum Site Public Health” using the [Clog tab](#).
- **Open.** Blogs do not have a maximum length so write as much as you want.
- **First person.** The monthly reflective blogs may be written in the first person or third person since these are academic blogs.
- **Written Communication.** Blogs will be utilized to understand the progress of the MPH student’s practicum activities and to communicate with the practicum coordinator. These summary blogs in essence would contain content from the weekly verbal updates given to the practicum preceptor.
- **Paragraphs about practicum activities.** The general expectation is to write a narrative of at least one-two paragraphs with a few sentences in each paragraph as this is an academic learning blog. Extra blogs are welcome.
- **Blog Focus.** The basic approach to each reflective blog is to be guided by answering the following questions as listed below in Table 1:

Reflective Blogs Elements	Reflective Blog Question to Address:
<ul style="list-style-type: none">• Gaining Professional Self-awareness• Applying Public Health Practice and Attaining Competency	A. What practicum activities were accomplished? How do these experiences relate to the application and refinement of your project as well as to public health knowledge, attitudes and skills?

III. Write Practicum Report-Due at the end of practicum

Instructions:

- **Purpose**—The purpose of the practicum report is to describe how practicum objectives and deliverables were met. See table 2 below for how to focus on the purpose.
- **Headings**. Be sure to type your name, date, and “**Practicum Report**” on the top of the first page before you begin to type your report (No title page).
- **Sections**. The report should be organized into sections with a heading for each pair--“L1: learning objective and D1: deliverable”.
- **Doubled-spaced**. The report should be doubled-spaced and is usually from 5-10 pages in length (there is no maximum limit), 11-12 size font for a total of at least 1200 words.
- **Formatting**. Use APA or MLA style formatting. Write the report using your best academic writing even though the report can be written in the first-person.
- **Insights**. After you explain how you have met your objectives and “paired” them with your deliverables, add a short statement for each section of your key insights (critical thinking comment) about your attained competencies and the impact on you as an emerging public health professional.
- **Which competencies**. Add Table A as the final section of your practicum report and complete with your specific linkage between the select MPH competencies and your practicum learning objectives and how these got reinforced. You will need to be specific on which practicum activity allowed the attainment and/or reinforcement of the each competency.
- **Enough Competencies**. At least **five** (5) competencies must be attained and/or reinforced during the practicum. Furthermore, **three** (3) of the competencies must be from the MPH foundational competencies as put forth by the UHM-OPHS accreditation agency called Council on Education for Public Health (CEPH). Use Table A to show at least five MPH competencies at the end of your practicum report to document the specific competency achieved and be sure three are from MPH foundational competencies.
- **Before Form 16**. The practicum report is due as you are completing the practicum during the last 220-240 hours. It is preferable to submit your practicum report before the preceptor writes the evaluation on Form 16 so that the report can be used to help assess the student’s performance. Submit a practicum narrative report (document) in one joint email to all on the signature page of Form 15 in order to better be evaluated by your preceptor, advisor, committee members and practicum coordinator.
- **Request Form 16**. Once the practicum report is complete and submitted, it is time to seek the evaluation from your preceptor on Form 16. The student must “cut and paste” his/her objectives and deliverables into the first page of Form 16. Then email the “prepared” form to the preceptor so the preceptor can type in the evaluation checks and remarks then e-sign or print to sign. The preceptor is encouraged to submit the Form 16 directly to the practicum coordinator and copy the practicum student. The practicum coordinator will forward the completed Form 16 to the student’s committee members.

Table 2: Practicum Report Guide:	
PH Practice Elements	Evaluation Question to Address:
<ul style="list-style-type: none"> Public Health Practice Accomplishments 	How have you met each one of your learning objectives and deliverables (outcomes) as listed on your Form 15? If for any reason you have not met an objective or deliverable, explain why?
<ul style="list-style-type: none"> Public Health Competencies 	What MPH competencies were reinforced through your learning objectives and deliverables? Use Table A at the end of the report to list which competencies were linked and explain how these competencies were reinforced.

Table A: Assessment of Competencies for MPH during the MPH Practicum (insert into to Practicum Report)		
Competency number and item	Course number or other educational requirements	Specific Practicum Objectives/Deliverables and/or assignment that allowed attainment of Competency
1.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	
2.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	
3.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	
4.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	
5.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	
6.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	
7.	PH 791: Advanced Public Health Practice—Practicum Applied Practice	

IV. Declare Competencies on Form 18 (same as on Form 15 and in practicum report)

Instructions:

- **Form 18 Competencies.** Form 18 is a valuable tracking form (form-fillable) that needs to be filled with course numbers linked for each MPH competency attained and/or reinforced during the practicum. See Appendix for Form 18. You must complete a minimum of five (5) MPH core competencies during the practicum with at least three of the five being MPH foundational competencies. These would be the same competencies as listed in Table A of the practicum report and need to be included in Form 18.
- **Tracking Competencies.** Form 18 is utilized to document MPH competency attainment in the practicum and all MPH courses. During PH 600: Public Health Foundation course, students are advised to use Form 18 to track competency attainment for all courses throughout the two-year MPH process. The fully completed Form 18 is submitted along with the MPH portfolio as a requirement for PH 789; Integrative Seminar.
- **Tracking Interprofessional Education (IPE).** One important competency to consider attaining during the practicum is “MPH21: Perform effectively on interprofessional teams”. For most

students, the practicum will involve IPE activities which should be documented on Form 18. Interprofessional Education (IPE) is a requirement of all MPH students and proof of completion of at least three (3) IPE events is a prerequisite to allow for registration in PH789. See IPE policy in the Practicum Handbook. Please carefully review Appendix 12 in the Practicum Handbook (pp 69-70) and NOTE that if your plan on using IPE experience from your practicum to meet our required IPE competency, please consult with the practicum advisor as this will need to be approved in advance (approximately 2 months) of registration for PH 791.

V. Assemble Portfolio and Finish Practicum

Instructions:

- **E-Portfolio of Assignments.** The MPH portfolio is assembled with the deliverables of the practicum as an e-document on a thumb drive. This is a requirement of the CEPH accreditation agency. The MPH portfolio will include at a minimum the practicum deliverables, the practicum report and practicum-related forms including Forms 15, 16, 17 and 18.
- **Before Form 16.** The practicum report is due as you are completing the practicum during the last 220-240 hours. It is preferable that the practicum report is submitted before the preceptor completes the evaluation on Form 16 so the report can be used to help assess the student's performance.
- **Submission of Practicum Report and Deliverables.** Submit your practicum report, deliverables, forms and portfolio in electronic form via a group email to the Practicum Coordinator, your OPHS faculty advisor and second committee member and the preceptor.
- **Time Management of the Whole Practicum.** There are samples of timesheets in the Practicum Handbook appendix to track your practicum hours. MPH students are on a honor system to track their own practicum hours. As a public health professional, it is important to demonstrate you can manage your objectives, deliverables, time sheets, reflective blogs and practicum report.
- **Professional ongoing communication.** All blogs and the practicum report are expected to be submitted on time with no reminders. Excessive delays in submitting your work will reduce the final grade given to you in the PH 791 practicum course. Take the initiative to keep the preceptor and practicum coordinator informed and up-to-date with your practicum progress, assignments and deliverables. The practicum report is shared with all on the signature page and is the way the student can update their advisor and second committee member.
- **Practicum Survey.** The student needs to complete a final practicum survey to give feedback about the practicum experience. This is used instead of the eCafe system as there are no field work questions within the eCafe system.
- **Thank the Preceptor.** The practicum student is expected to thank the preceptor at the end of the practicum. The Practicum Coordinator will send a "Certificate of Appreciation" and thank you letter on behalf of UHM-OPHS once the Form 16 has been received.

7. Grading Scale:

This course will NOT use + and –grading system	
A = 90-100	Excellent, distinctive work. Demonstrates sophisticated understanding: Nuanced and insightful account, powerful and effective application of concepts, frameworks and theories discussed in class and articulated in written work.
B = 80-89	Above average work. Demonstrates accomplished understanding: Thorough, well-documented account; adequate and apt application of concepts, frameworks and theories discussed in class and articulated in written work.
C = 70-79	Average work, sufficient, but not distinctive. Acceptable view with some misconceptions or oversight; not fully supported; acceptable but limited application of concepts, frameworks and theories discussed in class.
D = 60-69	Poor, insufficient work. Naïve or inadequate understanding: simplistic account and use of concepts, frameworks and theories discussed in class. Unable to articulate thoughts and ideas in written work.
F < 60	Unacceptable work

8. Course Policies:

Policies and Procedures for MPH Practicum Experiences (Applied Practice) ¹

I. Site Selection of Practicum Placement

- A. **Policy I.A:** The selection of a practicum placement site is based on the ability of the site agency and preceptor(s) to provide the student with an exemplary experience in public health practice, specifically community engagement and interprofessional team exchange. The practicum placement site is chosen by the student and approved by the student’s practicum preceptor, practicum coordinator (11-month faculty member appointment), and faculty program committee members (faculty with at least a 9-month appointment). The role of these individuals are to determine whether the site will advance the student’s public health learning and competency. In addition, the practicum activities must be mutually beneficial to the placement site and the student.
- B. **Policy 1.B:** Once a practicum site is selected, a practicum agreement, also called Memorandum of Agreement (MOA), will be secured between UHM-OPHS and the practicum site’s designated representative. The Practicum Coordinator works closely with the organization to ensure signatures are collected and the MOA is filed in the UHM-OPHS practicum agreement binder.
- C. **Policy I.C:** To graduate from UH-OPHS with a MPH, students must enroll in the practicum course PH 791: Advanced Public Health Practice. The practicum or applied practice placement cannot be waived for MPH students. All PH 791 requirements must be completed before entering the PH 789: Integrative Seminar, which is the MPH “capstone” course designed for developing the final paper and final oral examination.

II. Practicum Preceptor Qualifications, Selection, and Approval Method

- A. **Policy II.A:** The practicum preceptor is the designated person to provide day-to-day supervision in the practicum while the student is engaged in the practicum placement experience. Two or more preceptors are allowed to offer a team approach in mentoring and guiding the MPH practicum student through the practicum activities. Form 15 and Form 16 allow optional spaces for these additional preceptors. Form 15 is the student's field practicum placement and learning objectives and Form 16 is the student evaluation form to be completed by the preceptor.
- B. **Policy II.B:** Qualified practicum preceptors will hold at least a master's degree and will have one or more years of experience in the public health practice.
- C. **Policy II.D:** The practicum preceptors will be identified and selected based on their years of service, their exemplary practice in public health that may include epidemiology, social and behavioral health sciences, health policy and management, Native Hawaiian and indigenous health or other public health areas. Selection is also based on the ability of the preceptor's site to provide a practicum training experience that best meets the student's learning objectives and expected activity outcomes.
- D. **Policy II.D: On occasion, exceptions can be made for potential** preceptors that only hold a bachelor's degree, such as State legislative officials and Native Hawaiian leaders.
 - **Procedure 1:** To allow this exception, the suggested preceptor's resume or curriculum vitae is reviewed by the faculty of the student's specialization area. This faculty specialization group and the student's Practicum Coordinator decide if the suggested preceptor has enough experience, maturity, and professionalism to best support a MPH student's practicum learning.

III. Practicum Preceptor Orientation and Support

- A. **Policy III.A:** The Practicum Coordinator ensures that the selected preceptor acquires an overview and orientation to the OPHS's Practicum system.
 - 1. **Procedure 1:** Two approaches are utilized in selecting the preceptor: 1) sharing/reviewing of the OPHS Practicum Handbook and 2) a "practicum meeting" between the student, preceptor, Practicum Coordinator, and/or student's MPH faculty committee members.
 - 2. **Procedure 2:** The Practicum Coordinator usually convenes the meeting between the student and the preceptor to ensure the preceptor is familiar with practicum system and its process.
- B. **Policy III.B:** The Preceptor's responsibilities are reviewed and made available to the preceptor through three avenues—the Practicum Handbook, Form 15 (signed by the preceptor), and the Practicum Agreement--Memorandum of Agreement (MOA) between the practicum site and OPHS.
 - 1. **Procedure 1:** Ongoing support is given to the preceptor through email contact, phone calls, any meetings and/or in-person exchanges as needed.
 - 2. **Procedure 2:** Once the practicum is completed and the preceptor has evaluated the student on the Form 16, the student will email the preceptor a thank-you letter. The Practicum Coordinator will also email the preceptor a certificate of appreciation and a MPH practicum request form for the preceptor to request another practicum student for future public health projects.

IV. Practicum Requirements and Approaches for Supervision of Students

- A. **Policy IV.A:** The practicum is required to be at least 240 hours in length. Extra hours are allowed. The student also has the option of extending their practicum or completing a second practicum by enrolling in PH 793: Special Practicum/Special Projects.
- B. **Policy IV.B:** Under the supervision of the preceptor, students are encouraged to complete their practicum in the summer and/or over a single semester. Flexibility is allowed to accommodate part-time/working students' schedules.
 - 1. **Procedure 1:** A fully signed Form 15 and paid liability insurance are needed to start an active practicum.
 - 2. **Procedure 2:** The student is expected to meet with the practicum preceptor regularly over the course of the practicum placement. The student is also expected to communicate/meet with the Practicum Coordinator and his/her program committee members to discuss progress on the practicum learning objectives and expected activity outcomes, which will be completed and signed off through Form 15.
 - 3. **Procedure 3:** The student is required to post monthly summary blogs on the Lulima site (online classroom management system) to describe his/her progress. The Practicum Coordinator reads the practicum blogs and gives written feedback throughout the student's practicum.
 - 4. **Procedure 4:** The student's faculty committee members are updated when the academic semester starts (e.g. August/September). Students are encouraged to complete their practicum within or by the new academic semester to reduce the student's course workload. The practicum timeline is discussed and agreed upon between the preceptor, MPH student, and Practicum Coordinator in advance. The actual enrollment in the PH 791 course is best aligned during semester when the practicum will be finished to avoid "Incompletes."
 - 5. **Procedure 5:** Upon completion of the 240 practicum hours (or more), the student is required to prepare a final practicum report, provide practicum deliverables, mark MPH competencies that were obtained, and provide an assessment of the practicum placement experience describing how the learning objectives and deliverables (outcomes) were met.
 - 6. **Procedure 6:** The MPH practicum student will need to demonstrate and document the attainment of at least five MPH competencies during their practicum experience using Form 18. At least three of the five competencies need to be foundation competencies as specified by 2016 Council on Education for Public Health (CEPH) Criteria. Additional foundational and concentration-specific competencies may also be assessed and attained. All MPH competencies will be listed in the syllabus and Practicum Handbook as a guide for the student to choose and document the more relevant attained competencies.
 - 7. **Procedure 7:** Interprofessional teamwork is one of foundational MPH competencies and should be integrated in the practicum activities for each MPH student when possible. Other outside interprofessional teamwork options exist and need to be completed during, and by the end of, the practicum for tracking, assessment, and attainment for this competency.

- C. **Policy VI.C.** Students are not normally paid for their practicum training. He/she may be paid, but this must be pre-arranged with the practicum placement site and Practicum Coordinator in advance.
- D. **Policy VI.D.** Generally, Practicum placements at students' work places and/or with the student's boss are not allowed due to the high potential for conflict-of-interest. Exceptions can be made on a case-by-case bases following discussions with the student's boss, the student's program committee members, and the Practicum Coordinator. Specific documentation is encouraged in Form 15 to ensure the best experience for the student and preceptor.

V. Evaluation of Practicum Placement Sites and Practicum Preceptors

- A. **Policy V.A:** The practice placement site and practicum preceptor are evaluated as an ongoing process by the Practicum Coordinator and public health faculty members. Evaluation criteria include the following: a) how well the site met the student's desired learning objectives, b) the quality of practicum experience, c) the education (master-level or higher) of the preceptor, d) how much time and guidance the practicum preceptor was able to offer the student, e) stability of the practicum site/organization, and f) whether the expected activity outputs and deliverables (learning outcomes) were achieved.

VI. Evaluation of Students

- A. **Policy VI.A:** The MPH practicum student will need to submit several documents to the Practicum Coordinator to complete the practicum and to be evaluated. These include: i) practicum deliverables, ii) the practicum report, iii) Form 18 to check the specific attained competencies, iv) prepared Form 16 for preceptor's evaluation, and v) obtained Form 16 from preceptor (it is preferred that the preceptor email Form 16 directly to the Practicum Coordinator). The first three items become part of student's portfolio.
- B. **Policy VI.B:** The practicum preceptor is responsible for the evaluation of the MPH student's progress and outcomes during the practicum placement experience through use of Form 16.
 - 1. **Procedure 1:** The practicum preceptor must complete Form 16, which includes the student's pre-determined learning objectives and deliverables as outcomes. The practicum preceptor should give a direct and honest report of the student's level of success in completing the learning objectives, deliverables, and the activity/research outcomes.
- C. **Policy VI.C:** The Practicum Coordinator and faculty advisor will assign the grade for PH 791
 - 1. Procedure 1: The grade will be based on assessment of practicum deliverables, practicum summary report of activities, practicum portfolio, preceptor's Form 16 evaluation, and recommendation of Practicum Coordinator on how well the practicum project and practicum-related communication were managed by the student throughout the practicum.
 - 2. Procedure 2: The Practicum Coordinator posts all the PH 791 course grades.

Procedural Steps for Implementing and Completing the Practicum

First Semester:

- 1. The student becomes familiar with the practicum process, such as the requirements, forms/documents, deadlines, etc.

2. The student begins preliminary discussions with his/her faculty advisor to identify applied practice areas of interest and the MPH competencies to be strengthened.
3. The student attends the Practicum Coordinator's presentation on the Practicum System usually presented during PH 600: Foundations in Public Health's class time.
4. The student selects a permanent faculty advisor who will also serve as faculty chair of his or her MPH program committee.

Second Semester:

5. The student schedules a practicum-matching meeting with Practicum Coordinator.
6. The student discusses potential placement sites with the Faculty Advisor and Practicum Coordinator. Sites under consideration may include agencies or organizations that are currently seeking students or established sites that correspond with the student's practicum plan.
7. The student and his or her faculty advisor select the additional faculty member(s) of the program committee.
8. With the help of the faculty advisor/chair and/or Practicum Coordinator, the student visits potential practicum placement sites and interviews with prospective practicum preceptors.
9. The student, Practicum Coordinator, and the faculty chair/advisor screen, select, and accept a practicum placement site.
10. The Practicum Coordinator will determine if the suggested preceptor meets OPHS requirements and is willing and able to direct the required practicum activities.
11. The student drafts a possible practicum plan on Form 15 identifying the desired learning objectives and deliverables relative to the practicum and further mastery of the MPH competencies. Form 15 includes the student's learning objectives and their relationship to the competencies, the scope and nature of the practicum project, and expected deliverables or outcome. The practicum plan is discussed by the student, faculty chair/advisor, preceptor, and Practicum Coordinator, ideally in a joint meeting of the parties.
12. The student, preceptor, faculty advisor/chair and faculty committee member(s) approve and sign Form 15. The Practicum Coordinator files the completed form in the student OPHSAS folder.
13. Prior to the start of the MPH student's practicum, four items must be completed: 1) a minimum of 15 to 24 MPH course credits; 2) a practicum contract for the site placement using Form 15; and 3) payment for the liability insurance, and 4) practicum agreement is signed and filed.
 - a. Student liability insurance costs \$15.00 and can be purchased by check or money order at the Office of Public Health Student Academic Services (OPHSAS, Biomed D-204). This ensures that the student has liability insurance coverage for one year to cover the duration of the practicum training, and for any other service-learning experiences.
 - b. With any research activities that may be considered for publication, the student also must obtain approval from the University's Committee on Human Studies through the Institutional Review Board (IRB) (applications available at www.hawaii.edu/irb).
14. Enrollment in the PH 791 Advanced Public Health Practice course can occur in the semester that the practicum will be completed and before enrolling in PH 789: Integrative Seminar.

Summer Session and/or Third Semester:

15. As part of PH 791, the student completes the required practicum training, which entails a minimum of 240 hours of practicum work.
16. Student must take responsibility to keep regular work hours, track the numbers of hours completed (see sample time sheet later in the Handbook), make up missed hours, and meet regularly with practicum preceptor (weekly or every other week). The student keeps the faculty chair/advisor informed of ongoing practicum activities on a regular basis.
17. The student also must complete the monthly blogs throughout the whole practicum process. Upon practicum completion, the student must submit the practicum deliverables and one practicum report to their committee members, preceptor, and Practicum Coordinator. These items will make the student's MPH portfolio.
18. The student is expected to fulfill responsibilities and commitments in a professional manner by being accountable, practicing good ethics and code of conduct, maintaining confidentiality, organized, and consulting faculty and other professionals when in doubt of appropriate actions to apply in certain situations.
19. The student should alert the Practicum Coordinator, his/her faculty chair/advisor, second committee member, and practicum preceptor at the completion of the practicum training.
20. It is the responsibility of the student to ensure that the practicum preceptor completes Form 16 (Practicum Preceptor Evaluation Form) and returns the completed form to the Practicum Coordinator for processing.
21. The student should send an email/letter/note of appreciation to the practicum preceptor and practicum placement site. A follow-up certificate of appreciation and letter of thanks will be officially sent by the Practicum Coordinator on behalf of the Office of Public Health Studies.
22. The student provides the actual deliverables, portfolio, and a practicum report to the preceptor, with copies to committee members and the Practicum Coordinator. The report should explain how the outcomes were met as required by the practicum plan (Form 15). Comments and suggestions to improve and enhance the practicum training experience within the context of the department and program requirements will be provided to the Practicum Coordinator by the student and/or the faculty chair/advisor.
23. The student must submit the required documentation, (Form 15, practicum report, deliverables, portfolio, and preceptor's Form 16), before the student can enroll in PH 789: Integrative Seminar.
24. The student is requested to complete an online practicum survey as to rate the practicum experience and to substitute for the eCAFE system since practicum indicators are not part of the eCAFE system.

Fourth Semester:

25. The student incorporates elements of the practicum training experiences into his/her final paper and final oral presentation as guided by the student's faculty chair/advisor.
26. The student will designate what MPH competencies were actually met, strengthen, and even mastered during the practicum experience on the Form 18 and in the practicum report.

¹ Revised Policies and Procedures were reviewed and cleared by the OPHS faculty members during January 11, 2018 UHM-OPHS Faculty Meeting.

9. University Policies for Opportunity and Accommodation:

- **Equal Opportunity and Affirmative Action Policy**

The University of Hawai'i is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard absence, status as a covered veteran, pregnancy, and domestic or sexual violence victim status. This policy covers admission and access to and participation, treatment, and employment in the University's programs and activities. For more information on equal opportunity and affirmative action policies and complaint procedures for the UHM Campus, contact:

- a) Students: Lori Ideta, Interim Vice Chancellor for Students, EEO/AA & ADA Coordinator
Ph. - 956-3290 (V/T); Email - vcs@hawaii.edu
- b) Students with Disabilities: Ann Ito, KOKUA Program Director
Ph. - 956-7511 (V/T); Email - kokua@hawaii.edu
- c) Students & Employees: Dee Uwono, Office of Title IX Director & Coordinator
Ph. - 956-2299 (V/T); Email – t9uhm@hawaii.edu
- d) Employees: Mark Au, EEO/AA Director, Deputy Title IX & ADA Coordinator
Ph. - 956-7077; Email - eeo@hawaii.edu

- **Disability Access**

A student who may need an accommodation based on the impact of a disability is invited to contact me privately within the first weeks of the course. I would be happy to work with you and the KOKUA Program (Office for Students with Disabilities) to ensure reasonable accommodations in my course. KOKUA is responsible for facilitating accommodations for students with documented disabilities and can be reached at 956-7511 (voice/text) or in QLC 013.

- **Counseling Services and Mental Health**

From time to time, we all need help managing stress and life problems. Occasionally, school can seem overwhelming, especially when balancing other responsibilities such as family and work. The University's Counseling & Student Development Center (CSDC) offers support to all UHM students to assist with personal, academic and career concerns. All services are confidential. Individual, couples and group counseling services are free of charge. To schedule an appointment, visit the CSDC website at <http://manoa.hawaii.edu/counseling/> or call (808) 956-7927.

- **University of Hawai'i Student Conduct Code and Academic Dishonesty**

The University expects students to maintain standards of personal integrity that are in harmony with the educational goals of the institution; to respect the rights, privileges, and property of others; and to observe national, state, and local laws and University regulations.

Academic dishonesty such a plagiarism, cheating and other forms of dishonesty will result in a failing ("F") grade for the assignment. More than one incident of academic dishonesty will result in failing ("F") grade for the course. Equally, more than one incident will also result in reporting the academic dishonesty to the UH Office of Judicial Affairs.

Student should familiarize themselves with the University of Hawai'i Student Conduct Code: http://studentaffairs.manoa.hawaii.edu/policies/conduct_code/.

10. Required Text or Readings:

There are no required text books for the PH 791 course since this course is the important application and practice of public health knowledge and skills already learned in prior public health courses, textbooks, articles, and other academic sources.

11. Linking Department Approved Competencies Addressed:

Any of these competencies may be reinforced during the practicum and it is the student's assignment to report which competencies got reinforced during the 240-hour practicum by documenting which and how specific competencies got attained within the practicum report.

MPH FOUNDATIONAL COMPETENCIES	
MPH1.	Apply epidemiological methods to the breadth of settings and situations in public health practice. <i>Related Courses: PH 655, 663, 791</i>
MPH2.	Select quantitative and qualitative data collection methods appropriate for a given public health context. <i>Related Courses: PH 623, 655, 663, 791</i>
MPH3.	Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate. <i>Related Courses: PH 623, 655, 663, 791</i>
MPH4.	Interpret results of data analysis for public health research, policy or practice. <i>Related Courses: PH 623, 655, 663, 791</i>
MPH5.	Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings. <i>Related Courses: PH 602, 791</i>
MPH6.	Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels. <i>Related Courses: PH 602, 623, 791</i>
MPH7.	Assess population needs, assets, and capacities that affect communities' needs. <i>Related Courses: PH 623, 791</i>
MPH8.	Apply awareness of cultural values and practices to the design or implementation of public health policies or programs. <i>Related Courses: PH 602, 648, 791</i>
MPH9.	Design a population-based policy, program, project or intervention. <i>Related Courses: PH 648, 791</i>
MPH10.	Explain basic principles and tools of budget and resource management. <i>Related Courses: PH 648, 791</i>
MPH11.	Select methods to evaluate public health programs. <i>Related Courses: PH 648, 791</i>
MPH12.	Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence. <i>Related Courses: PH 602, 791</i>
MPH13.	Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes. <i>Related Courses: PH 623, 791</i>
MPH14.	Advocate for political, social or economic policies and programs that will improve health in diverse populations. <i>Related Courses: PH 602, 791</i>
MPH15.	Evaluate policies for their impact on public health and health equity. <i>Related Courses: PH 602, 791</i>
MPH16.	Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making. <i>Related Courses: PH 648, 791</i>
MPH17.	Apply negotiation and mediation skills to address organizational or community challenges. <i>Related Courses: PH 623, 791</i>

MPH18.	Select communication strategies for different audiences and sectors. <i>Related Courses: PH 623, 789, 791</i>
MPH19.	Communicate audience-appropriate public health content, both in writing and through oral presentation. <i>Related Courses: PH 602, 623, 789, 791</i>
MPH20.	Describe the importance of cultural competence in communicating public health content. <i>Related Courses: PH 602, 623, 791</i>
MPH21.	Perform effectively on interprofessional teams. <i>Related Courses: PH 600, 791, HIPE Workgroup</i>
MPH22.	Apply systems thinking tools to a public health issue. <i>Related Courses: PH 602, 648, 791</i>

SPECIALIZATION COMPETENCIES	
EPIDEMIOLOGY	
EPI1.	Identify public health practices for disease control including surveillance, screening and outbreak investigation, including the use of biomarkers and molecular biology. <i>Related Courses: PH 664, 666, 669, 681, 748, 791</i>
EPI2.	Demonstrate proficiency in computer-based data collection, management and analysis using major statistical software and fundamental strategies for bio statistical analysis. <i>Related Courses: PH 656, 658, 664, 747, 791</i>
EPI3.	Discuss how public health biology—the biological, ecological, and molecular context of public health—impacts public health practice. <i>Related Courses: PH 666, 669, 681, 748, 789, 791</i>
EPI4.	Apply epidemiologic-specific theoretical constructs, research design, research methodology, and analytic strategies. <i>Related Courses: PH 656, 664, 666, 669, 681, 747, 748, 791</i>
EPI5.	Develop a scientific hypothesis, beginning with a review of existing literature, and design an epidemiologic study to assess the hypothesis validly and efficiently. <i>Related Courses: PH 664, 666, 669, 791</i>
HEALTH POLICY & MANAGEMENT	
HPM1.	Apply and critique the principles of program planning, development, budgeting, management, and evaluation in organizational and community initiatives using appropriate data sources. <i>Related Courses: PH 626, 658, 672, 677, 791</i>
HPM2.	Determine and apply appropriate quantitative and qualitative methods, technology and analyses to improve health services, programs, policies, organizations, and/or systems. <i>Related Courses: PH 626, 658, 672, 677, 791</i>
HPM3.	Apply quality and performance improvement concepts, theories, and methods for strategic planning to improve health using appropriate data sources. <i>Related Courses: PH 626, 641, 658, 672, 677, 791</i>
HPM4.	Cultivate and leverage leadership skills to define a vision, take initiative, provide direction, manage change, and participate in the planning, development and monitoring required to establish and achieve organizational and policy goals. <i>Related Courses: PH 641, 672, 677, 791</i>
HPM5.	Describe and address major public health challenges across economic, political, administrative, legal, ethical, and social domains for organizations, initiatives, and policies. <i>Related Courses: PH 626, 641, 672, 677, 791</i>
NATIVE HAWAIIAN & INDIGENOUS HEALTH	
NHIH1.	Describe indigenous peoples' health in a historical context including an analysis the impact of colonial processes on health outcomes. <i>Related Courses: PH 635, 673, 674, 675, 688, 791</i>
NHIH2.	Critically evaluate public health policy and programs using traditional values and ancestral knowledge, balanced with scientific methodology, as they relate to improving the health of Indigenous Peoples. <i>Related Courses: PH 635, 673, 674, 675, 688, 728, 791</i>

NHIH3.	Apply the principles of economic evaluation to Indigenous programs with a particular focus on the allocation of resources relative to need. <i>Related Courses: PH 635, 673, 674, 675, 688, 728, 791</i>
NHIH4.	Describe a reflexive public health practice for Indigenous peoples' health contexts. <i>Related Courses: PH 635, 673, 674, 675, 688, 791</i>
NHIH5.	Design a disease prevention strategy that values and incorporates indigenous peoples' traditional knowledge. <i>Related Courses: PH 635, 673, 674, 675, 688, 728, 791</i>
SOCIAL & BEHAVIORAL HEALTH SCIENCES	
SBHS1.	Critique methods and instruments for collecting valid and reliable quantitative and qualitative data related to social behavioral health. <i>Related Courses: PH 701, 702, 765, 791</i>
SBHS2.	Design and test mechanisms to monitor and evaluate health promotion programs for its effectiveness and quality. <i>Related Courses: PH 701, 702, 765, 791</i>
SBHS3.	Apply behavior change theory and health promotion strategies to develop grant proposals and identify budgetary priorities. <i>Related Courses: PH 646, 701, 702, 765, 791</i>
SBHS4.	Incorporate ethical principles and standards in the collection, maintenance, use, and dissemination of data interactions with organizations, communities and individuals. <i>Related Courses: PH 646, 701, 702, 765, 791</i>
SBHS5.	Develop and test communication strategies including technology to promote health behavior change through health interventions and programs. <i>Related Courses: PH 701, 702, 765, 791</i>

Appendix 1: Form 15: PH 791 Advanced Public Health Practice

SUBMIT A COMPLETED COPY OF THIS FORM TO PRACTICUM COORDINATOR'S MAILBOX, BIOMED D-204, AND EMAIL vyontz@hawaii.edu IN ORDER TO GET CLEARED (Override) TO REGISTER FOR PH 791.

Student Name: Click or tap here to enter text. **Liability Insurance Paid Date:** Click here
Area of Specialization: Click or tap here to enter text. **Semester/Year Entered MPH:** Click Here
Faculty Advisor/Chair: Click or tap here to enter text. **Second Committee Member:** Click here

Practicum Start Date (Month/Year): Click here **Practicum Focus Area:** Click here
Practicum Site Organization: Click here
Preceptor Name and Degrees: Click here
Preceptor Job Title: Click here
Preceptor Mailing Address: Click here
Preceptor Email Address: Click here
Preceptor Phone: Click here

DESCRIPTION OF PRACTICUM SITE, PROJECT & PRECEPTOR'S BIO:

(Describe these areas to the **specifics** of your practicum project as a narrative)

- A. Practicum Site** (describe type organization, mission and specific hosting program):

- B. Practicum Project** (including focus, background, and summary of main duties/activities):

- C. Preceptor's Bio** (with educational degrees/institutions and type of professional work experiences-must have master's degree to be preceptor):

STUDENT LEARNING OBJECTIVES: (Be sure every objective is linked to an outcome and competency)	EXPECTED CONCRETE DELIVERABLES (outcome): (Be sure there is an measureable outcome linked to every objective and competency)	EXPECTED ATTAINED MPH COMPETENCIES: (Be sure to link at least five MPH competencies with three being from the MPH Foundational Competencies)
LO1. Assess practicum experience throughout the process by the following means: meeting regularly with preceptor with verbal updates, posting at least monthly blogs to practicum coordinator with same content as verbal updates, obtaining practicum objectives & deliverables, and writing summary practicum report- distributed all on signature sheet and marking Form 18.	D1. Accomplish good practicum management, post monthly blogs on time, and complete practicum report and practicum deliverables, portfolio, and mark Form 18 with reinforced MPH competencies.	C1. Click or tap here to enter text.
LO2. Click or tap here to enter text.	D2. Click or tap here to enter text.	C2. Click or tap here to enter text.
LO3. Click or tap here to enter text.	D3. Click or tap here to enter text.	C3. Click or tap here to enter text.
LO4. Click or tap here to enter text.	D4. Click or tap here to enter text.	C4. Click or tap here to enter text.
LO5. Click or tap here to enter text.	D5. Click or tap here to enter text.	C5. Click or tap here to enter text.
LO6. Click or tap here to enter text.	D6. Click or tap here to enter text.	C6. Click or tap here to enter text.

APPROVAL—SIGNATURE SHEET

Faculty Advisor/Chair, Student MPH Degree Committee:

■ Name: Click or tap here to enter text.		Signature: _____	Date: _____
Address:	1960 East West Road Honolulu, HI 96822		
Phone No.:	Click or tap here to enter text.	E-Mail: Click or tap here to enter text.	

Second Faculty Committee Member, Student MPH Degree Committee:

■ Name: Click or tap here to enter text.		Signature: _____	Date: _____
Address:	1960 East West Road Honolulu, HI 96822		
Phone No.:	Click or tap here to enter text.	E-Mail: Click or tap here to enter text.	

Student:

■ Name: Click or tap here to enter text.		Signature: _____	Date: _____
Address:	Click or tap here to enter text.		
Phone No.:	Click or tap here to enter text.	E-Mail: Click or tap here to enter text.	

• By signing below, I (preceptor) hereby certify that I have received and read the ****Responsibilities of a Preceptor**** and do attest that I am qualified and will uphold these responsibilities as practicum preceptor to the best of my ability. I agree to evaluate the student's performance on Form 16: Practicum Preceptor's Evaluation. For questions or concerns please contact Practicum Coordinator--Dr. Valerie Yontz at vyontz@hawaii.edu or 956-5771.

Preceptor:

■ Name and Degrees: Click or tap here to enter text.		Signature: _____	Date: _____
Job Title: Click or tap here to enter text.			
Preceptor Organization: Click or tap here to enter text.			
Address:	Click or tap here to enter text.		
Phone No.:	Click or tap here to enter text.	E-Mail: Click or tap here to enter text.	

2nd Preceptor (if applicable-optional):

■ Name: Click or tap here to enter text.		Signature: _____	Date: _____
Title: Click or tap here to enter text.			
Address:	Click or tap here to enter text.		
Phone No.:	Click or tap here to enter text.	E-Mail: Click or tap here to enter text.	

Clearance by Practicum Coordinator:

■ Name: Valerie Yontz, RN-BC, MPH, PHD		Signature: _____	Date: _____
Address:	1960 East West Road-D202 Honolulu, HI 96822		
Phone No.:	808-956-5771	E-Mail: vyontz@hawaii.edu	
Practicum Agreement Done (date):		Cleared for Practicum Start (date):	

Form 15: Responsibility Information for Preceptors

Responsibilities of the Preceptor and Practicum Site Agency:

1. Practicum Site Agency and their staff members will provide **orientation** for the practicum student about its agency, its employees, how the agency operates, and its relationships in the community.
2. Practicum Site Agency will provide ample **learning opportunities** for practicum student especially those occasions that help the student meet the learning objectives that are designated on Form 15, the Advanced Public Health Practice Form.
3. Practicum Site Agency will provide Field Preceptors who will assist in establishing the learning objectives/deliverables of the student and ensure that a **focused in-the-field training** is given to the practicum student.
4. Preceptors will be available to **meet regularly** (weekly and/or every other week) with the practicum student throughout the 240 hours of practicum experience and will take time to observe the student's work and progress.
5. Preceptors will complete and return the **Preceptor Evaluation Form** using the OPHS's form called "Field Preceptor Evaluation Form (Form 16)," given to the faculty program advisor/chair and the Office of Public Health Studies in a timely manner (within 30 days of the practicum's completion)
6. Preceptor will **review the evaluation results with the student** before submitting the completed evaluation form.

Responsibilities of the Office of Public Health Studies at the University of Hawai'i:

1. Office of Public Health Studies will provide liability insurance for all classified MPH students who pay the \$15.00 enrollment fee.
2. Office of Public Health Studies will provide the faculty member who serves as MPH student's program advisor and chair. The Faculty Program Advisor/Chair will be responsible for monitoring the student's academic progress and maintaining the liaison between the Office of Public Health Studies and the Practicum Site Agency. The Practicum Coordinator is assigned to assist all Faculty Program Advisor/Chair with monitoring, grading, communicating and deal with any inquires or problems.
3. The Practicum Coordinator is responsible for assigning the final grade for the student enrolled in the course called PH 791: Advanced Public Health Practice, once the practicum is completed based on the input from the student's faculty advisor and the practicum preceptor.
4. The Practicum Coordinator Faculty will be available for meetings and communication in order to monitor and receive updates on the practicum student's progress.
5. It is the responsibility of the Practicum Coordinator and/or Faculty Advisor to help resolve any problems or answer any questions that arise between the Office of Public Health Studies and the practicum site.

Appendix 2.

University of Hawai'i ♦ Office of Public Health Studies ♦

FORM 16: FIELD PRECEPTOR'S EVALUATION FORM

Evaluation of MPH Student Performance during the Practicum Experience

Student Name: [Click or tap here to enter text.](#) **Specialization:** [Click or tap here to enter text.](#)

STUDENT'S LEARNING OBJECTIVES, DELIVERABLE OUTCOMES AND LINKING ATTAINED COMPETENCY

Students: Input (copy) your each set of your learning objectives, linking deliverables/outcomes and attained competency— as a group. One set per line in Column A as recorded on your Form 15. Insert additional rows if needed.

Preceptors: Indicate the expectation level with a check ✓ achieved by the student during his/her practicum (Columns B-E).

A	B	C	D	E
Learning Objective, Deliverable, and Attained Competency Group (Cut and paste each set here from Form 15)	Exceeds Expectation	Meets Expectation	Needs Improvement	N/A or Did Not Observe
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				
Click or tap here to enter text.				

I. EVALUATION INDICATORS FOR PERFORMANCE AND PROFESSIONALISM

Preceptors: Evaluate the student’s practicum performance and professional conduct below. Please provide examples in the narrative portion on page 3 to support these rankings, especially if the student exceeded or did not meet expectations. Thank you.

Practicum Performance Indicators	Exceeds Expectation	Meets Expectation	Needs Improvement	N/A or Did Not Observe
1. Practicum Knowledge. The student had the aptitude and knowledge to understand the duties for the assigned project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Responsibility to Practicum. The student carried out the assigned practicum duties and completed the practicum assignments within an acceptable time limit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Quality of Work. The student’s final work was at an acceptable professional level.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Cultural Competency. The student applied awareness of cultural values and practices to the design or implementation of their public health project, policies, and/or programs (MPH8).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Practicum Performance Indicators	Exceeds Expectation	Meets Expectation	Needs Improvement	N/A or Did Not Observe
1. Confidentiality. The student kept all documentation of study subjects confidential and, if necessary, discussed confidential information only with the appropriate supervisor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Communication Skills. The student had ability to communicate audience-appropriate public health content, both in writing and/or through oral presentation (MPH19).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Compliance with Regulations. The student adhered to your agency’s policies, procedures, rules, and regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Professionalism. The student displayed professional behavior at all times at the work site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Appearance. The student dressed appropriately for their activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

II. SUMMARY

Overall Ratings	Exceeds Expectation	Meets Expectation	Needs Improvement
1. Please rate the student’s overall practicum performance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Please rate the overall practicum experience for your agency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Please rate this student’s competency in applying public health knowledge and skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NARRATIVE

Please take a few moments to write about the student's performance during the public health practicum placement and if you found the student's work to be useful for your organization. What recommendations (if any) do you suggest for the student's future professional growth?

Did you find the MPH practicum student's work to be of service to your organization?

Yes No If yes, what service did it provide? _____

Are you willing to be a field preceptor and practicum site for other MPH students in the future?

Yes No Depends on Situation and Need

Field Preceptor:

Signature _____ Date _____

Name _____ Title _____
(Please print)

Placement Site _____

Address _____

E-Mail Address _____ Phone No. _____

Second Field Preceptor (if applicable):

Name _____ Signature _____ Date _____
(please print)

Third Field Preceptor (if applicable):

Name _____ Signature _____ Date _____
(please print)

Appendix 3.

University of Hawai'i ♦ Office of Public Health Studies

Practicum Memorandum of Agreement

This Agreement made by and between the University of Hawai'i's Office of Public Health Studies (OPHS) and the Practicum Site Agency (Agency) as listed below on this _____ day of the month of _____, 20 ____.

- University of Hawai'i, **Office of Public Health Studies**, 1960 East West Road, Biomed D202 Honolulu, Hawaii 96822-2319 Phone 808-956-5771

- **Practicum Site Agency:** _____
(Name, Address, Phone)

PURPOSE OF AGREEMENT

- The purpose of this agreement is to establish a practice placement site called Practicum Site Agency in order to offer Master of Public Health (MPH) students at the University of Hawai'i the opportunity to engage in service-learning experiences. These practice experiences are meant to facilitate the application of the MPH students' knowledge, attitudes, perceptions, skills, and academic learning. In return, the Practicum Site Agency may utilize the services of students to assist the Agency with projects and tasks that require workforce assistance.

AGREEMENT

Responsibilities of the Office of Public Health Studies at the University of Hawai'i:

6. Office of Public Health Studies will provide access to liability insurance for all classified MPH students who pay the \$15.00 premium.
7. Office of Public Health Studies will provide the faculty member who serves as MPH student's MPH program advisor and chair. The student's Faculty Program Advisor/Chair will be responsible for monitoring the student's academic progress and maintaining the liaison between the Office of Public Health Studies and the Practicum Site Agency.
8. The faculty program chair of the practicum student is responsible for assigning the final grade for the student enrolled in the course called PH 791: Advanced Public Health Practice, once the practicum is completed based on the evaluation input from the practicum preceptor and the student.
9. The student's MPH program chair (and/or the Practice Coordinator Faculty) will be available for meetings and communication in order to monitor and receive updates on the practicum student's progress.
10. It is the responsibility of the student's program chair to resolve any problems or answer any questions that arise between the Office of Public Health Studies and the practicum site agency.

Continued on next page

Responsibilities of the Practicum Site Agency:

7. Practicum Preceptor at the practicum site agency will provide orientation for the practicum student about its agency, its employees, how the Agency operates, and its relationships in the community.
8. The Agency will provide ample learning opportunities for the practicum student especially those occasions that help the student meet the learning objectives that are designated on the Form 15, the Advanced Public Health Practice Form.
9. The Agency will provide Practicum Preceptors who will assist in establishing the learning objectives of the student and ensure that in-the-field training is given to the practicum student.
10. Practicum Preceptors will be available to meet regularly (weekly and/or every other week) with the practicum student throughout the 240 hours of practicum experience and will take time to observe the student’s work and progress.
11. Practicum Preceptors will complete “OPHS Form 16: Practicum Preceptor Evaluation” Form and review the evaluation results with the student before returning the form.
12. Practicum Preceptor will return the Form 16 to the student’s program chair and/or the Office of Public Health Studies through the Practice Coordinator in a timely manner (within 30 days of the practicum’s completion).

The Office of Public Health Studies and the Practicum Site Agency Agree:

1. This agreement remains in full force, effective as of the date signed, indefinitely until amended or terminated in writing.
2. Neither party shall in connection with any aspect of this agreement, discriminate against any person by reason of race, color, gender, religion, sexual preference/orientation, disability, national, and/or ethnic origin as stated in the titles and acts of the State of Hawaii (Amended Title VI of the Civil Rights Act of 1964, Age Discrimination Act of 1975, Amended Titles VII and VIII of the Public Health Service Act, Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and those laws relating to non-discrimination).
3. This agreement does not involve any financial obligation on the part of either institution to the other.
4. This agreement may be amended and/or terminated in writing at any time by mutual consent.
5. While this agreement primarily concerns about the practicum logistics, it is offered that OPHS and the Agency work and collaborate together as partners in advancing public health practice, education, research, and service through means such as service learning with trainings, presentations, research collaborations, and the sharing of knowledge, skills and technical assistance.

APPROVED BY FOLLOWING SIGNATURES:

Kathryn L. Braun, Director, Office of Public Health Studies
1960 East West Road D209 Honolulu, Hawai’i 96822-2319

Date

Practicum Preceptor and/or Administrator of Practicum Site Agency

Date

Appendix 4.

University of Hawai'i ♦ Office of Public Health Studies

Time Sheet for Tracking MPH Practicum Service Hours

Student's Name _____ Time Range of Practicum _____

Day of the Week →	Sundays	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays	Saturdays
	Number of Hours ↓	Number of Hours ↓	Number of Hours ↓	Number of Hours ↓	Number of Hours ↓	Number of Hours ↓	Number of Hours ↓
Week 1							
Week 2							
Week3							
Week 4							
Week 5							
Week 6							
Week 7							
Week 8							
Week 9							
Week 10							
Week11							
Week 12							
Week13							
Week 14							
Week 15							
Week 16							
Week 17							
Week 18							
Week 19							
Week 20							
Week21							
Week 22							
Week23							
Week 24							

Appendix 5. (Use Online Form –Fillable)

University of Hawai‘i ♦ Office of Public Health Studies

Organizations Requesting MPH Students Form for Practicum Placement or Community Service

To be completed by the intended practicum preceptor.

Name: _____ Title: _____

Degree(s) held: _____ (Note: Preceptors must have a master’s degree or higher and 2+ years of experience in the field.)

Placement Site: _____

Address: _____

E-Mail Address: _____ Phone No.: _____

Description of the project the student would be working on during the practicum: _____

Duties to be assigned to the student:

Service(s) the student’s practicum will provide for the placement site:

List possible learning objectives to focus the student’s practicum training:

- 1.
- 2.
- 3.
- 4.
- 5.

Desired start date: _____

Specialization which best matches this request: Social and Behavioral Health Sciences (SBHS)
Epidemiology (EPI) Health Policy and Management (HPM) Native Hawaiian and indigenous Health

Contact person for student(s) interested in this practicum placement: _____

Additional comments or information: _____

Return to: Valerie Yontz at vyontz@hawaii.edu / fax: 956-5818 / UH-OPHS 1960 East West Rd., Room D202, Honolulu, HI 96822

Appendix 6.

MPH Student Practicum Course (PH 791) Commitment Form

By signing below, I, _____, do hereby certify that I am aware of the following student's responsibilities in regards to the practicum process. It will be my sole responsibility to meet the deadlines as determined by myself, my practicum preceptor, my advisor and the Practicum Coordinator as PH 791 Instructor, Dr. Valerie Yontz.

As a student, I am responsible for:

1. Paying the \$15.00 liability insurance premium at the Office of Graduate Student Academic Services (OGSAS) in Biomed D204
2. Meeting with the practicum coordinator to arrange for a practicum site and preceptor
3. Completing Form 15 appropriately:
 - a. Select second committee member to sign off on Form 15 and practicum
 - b. Submitting draft typed Form 15 to the practicum coordinator first then to faculty permanent advisor, second committee member and preceptor for approval
 - c. After approved revision on Form 15, collecting all the appropriate signatures
 - d. Submitting the final form, with signatures, to the practicum coordinator and posting a copy in your drop box on the Practicum Laulima site
4. Completing the full 240 hours at my practicum site
5. Tracking time sheet on monthly basis to practicum coordinator and advisor
6. Writing a monthly reflective blogs in practicum laulima until my practicum is completed and that a final practicum report and deliverables have been submitted it to the practicum coordinator, student advisor, second committee member, and preceptor.
7. Collecting typed Form 16 from my preceptor and submitting it to the practicum coordinator
8. Developing portfolio made up of my Form 15, 16, 17, 18, practicum deliverables, practicum report and IPE tracking
9. Tracking competencies on Form 18
10. Enrolling in PH 791: Advanced Public Health Practice
11. Completing post-practicum feedback survey online (like eCafe).

I am also aware of the availability of assistance available through the University of Hawai'i Laulima site. I have checked the website and I do have access to the Practicum Public Health Laulima Site. And I give permission to share my documents with other students and within the UH system such as Scholar Space to enhance their learning as students before me have shared.

Signed by: _____ Date: _____

Witnessed by: _____ Date: _____

Appendix 7. (Use Online Form –Fillable)

Form 17: MPH Practicum Student Profile and Career Advising

1. Name _____ Nickname _____
2. Local Address _____
3. Languages spoken other than English _____
4. Ethnic Background (Optional): _____
5. Email Addresses: _____
6. Phones: _____ Cell _____ Other _____
7. Contact person/phone in case of an emergency: _____
8. What is your specialization area?
 Epidemiology or Native Hawaiian and Indigenous health
 Social & Behavioral Health Sciences or Other _____
 Health Policy and Management or DrPH or PhD
9. Who is your Faculty Advisor: _____ Permanent or Temporary? _____
10. Who would you consider as your second committee member: _____
11. What public health area(s) are of interest to you to be the focus of your practicum (just list some):
1. _____ 2. _____ 3. _____
12. Name any practicum site (dream) where you would like to be placed: _____
13. Name any preceptor with masters' level or higher (as dream person) you would like to work with:

14. What dates/months would like to carry out your practicum? Start _____ End _____
15. Will you be working while you do you practicum? Yes or No How many hours/week? _____
16. Do you have your own transportation? Yes or No, What? _Car ___ Bus ___ Bike ___ Walk _____
17. Do you have health insurance? Yes or No, Which one? _____
18. Do you have a job? What and where _____
19. How do you pay for tuition and your educational cost? _____
20. Are you looking for GTA or GRA? _____
21. What type of job do you hope for after graduation? _____
22. Have you submitted current resume or CV for practicum site visit and OPHSAS folder? Yes or No

Completed By:

Student's Signature

Date

Practicum Coordinator's Signature

Date

Appendix 8.

Form 18: MPH Competency Attainment Tracking Form

(Effective Fall 2018)

Student Name: _____ Sem/Yr Entered: _____ Sem/Yr Grad: _____
 Spec: EPI HPM NHIH SBHS Committee Chair: _____ Committee Member: _____
 Practicum Site: _____ Practicum Focus: _____
 Preceptor Name/Degree/Job Title: _____

The Form 18 is a tool to track progress in mastering the MPH competencies. Competencies are statements describing the knowledge and skills students should possess upon graduation. Knowledge and skills are assessed by means of student performance in the required course work. Application is assessed through the capstone experience, comprised of the 1) practicum, 2) final paper, and 3) final oral examination. The competencies attained during your field practicum should be documented in your practicum report and linked back to this form.

Instructions for Completing Form 18:

1. Meet with your advisor every semester to review and discuss this form.
2. In the last column, enter (a) the course number(s) or learning experience/practicum through which the competency was attained/reinforced, and (b) the course's assessment activity which demonstrated your ability to perform the competency (e.g., component of a paper, presentation, test, literature review, in-class activity, or group project)
3. You and your advisor must sign this form upon completion and submit it to OPHSAS prior to graduation.

MPH FOUNDATIONAL COMPETENCIES		COURSE NO. AND ASSESSMENT ACTIVITY.
MPH1.	Apply epidemiological methods to the breadth of settings and situations in public health practice. <i>Related Courses: PH 655, 663, 791</i>	
MPH2.	Select quantitative and qualitative data collection methods appropriate for a given public health context. <i>Related Courses: PH 623, 655, 663, 791</i>	
MPH3.	Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate. <i>Related Courses: PH 623, 655, 663, 791</i>	
MPH4.	Interpret results of data analysis for public health research, policy or practice. <i>Related Courses: PH 623, 655, 663, 791</i>	
MPH5.	Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings. <i>Related Courses: PH 602, 791</i>	
MPH6.	Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels. <i>Related Courses: PH 602, 623, 791</i>	
MPH7.	Assess population needs, assets, and capacities that affect communities' needs. <i>Related Courses: PH 623, 791</i>	

MPH8.	Apply awareness of cultural values and practices to the design or implementation of public health policies or programs. <i>Related Courses: PH 602, 648, 791</i>	
MPH9.	Design a population-based policy, program, project or intervention. <i>Related Courses: PH 648, 791</i>	
MPH10.	Explain basic principles and tools of budget and resource management. <i>Related Courses: PH 648, 791</i>	
MPH11.	Select methods to evaluate public health programs. <i>Related Courses: PH 648, 791</i>	
MPH12.	Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence. <i>Related Courses: PH 602, 791</i>	
MPH13.	Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes. <i>Related Courses: PH 623, 791</i>	
MPH14.	Advocate for political, social or economic policies and programs that will improve health in diverse populations. <i>Related Courses: PH 602, 791</i>	
MPH15.	Evaluate policies for their impact on public health and health equity. <i>Related Courses: PH 602, 791</i>	
MPH16.	Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making. <i>Related Courses: PH 648, 791</i>	
MPH17.	Apply negotiation and mediation skills to address organizational or community challenges. <i>Related Courses: PH 623, 791</i>	
MPH18.	Select communication strategies for different audiences and sectors. <i>Related Courses: PH 623, 789, 791</i>	
MPH19.	Communicate audience-appropriate public health content, both in writing and through oral presentation. <i>Related Courses: PH 602, 623, 789, 791</i>	
MPH20.	Describe the importance of cultural competence in communicating public health content. <i>Related Courses: PH 602, 623, 791</i>	
MPH21.	Perform effectively on interprofessional teams. <i>Related Courses: PH 600, 791, HIPE Workgroup</i>	
MPH22.	Apply systems thinking tools to a public health issue. <i>Related Courses: PH 602, 648, 791</i>	

EPIDEMIOLOGY SPECIALIZATION COMPETENCIES		COURSE NO. AND ASSESSMENT ACTIVITY.
EPI1.	Identify public health practices for disease control including surveillance, screening and outbreak investigation, including the use of biomarkers and molecular biology. <i>Related Courses: PH 663, PH 681, 664, 666, 669, 789, 791</i>	

EPI2.	Demonstrate proficiency in computer-based data collection, management and analysis using major statistical software and fundamental strategies for bio-statistical analysis. Related Courses: PH 656, 658, 664,	
EPI3.	Discuss how public health biology - the biological, ecological, and molecular context of public health - impacts public health practice. Related Courses: PH 663, PH 610, 681, 666, 669, 748, 789, 791	
EPI4.	Apply epidemiologic-specific theoretical constructs, research design, research methodology, and analytic strategies. PH 663, PH 655, 656, 681, 664, 666, 669, 747, 789, 791	
EPI5.	Develop a scientific hypothesis, beginning with a review of existing literature, and design an epidemiologic study to assess the hypothesis validly and efficiently. PH 663, PH 664, 666, 669, 789, 791	
HEALTH POLICY & MANAGEMENT SPECIALIZATION COMPETENCIES		COURSE NO. AND ASSESSMENT ACTIVITY.
HPM1.	Apply and critique the principles of program planning, development, budgeting, management, and evaluation in organizational and community initiatives using appropriate data sources. Related Courses: PH 626, 658, 672, 677, 791	
HPM2.	Determine and apply appropriate quantitative and qualitative methods, technology and analyses to improve health services, programs, policies, organizations, and/or systems. Related Courses: PH 626, 658, 672, 677, 791	
HPM3.	Apply quality and performance improvement concepts, theories, and methods for strategic planning to improve health using appropriate data sources. Related Courses: PH 626, 641, 658, 672, 677, 791	
HPM4.	Cultivate and leverage leadership skills to define a vision, take initiative, provide direction, manage change, and participate in the planning, development and monitoring required to establish and achieve organizational and policy	
HPM5.	Describe and address major public health challenges across economic, political, administrative, legal, ethical, and social domains for organizations, initiatives, and policies. Related Courses: PH 626, 641, 672, 677, 791	
NATIVE HAWAIIAN & INDIGENOUS HEALTH SPECIALIZATION COMPETENCIES		COURSE NO. AND ASSESSMENT ACTIVITY.
NHIH1.	Describe indigenous peoples' health in a historical context including an analysis the impact of colonial processes on health outcomes. Related Courses: PH 635, 673, 674, 675, 688, 791	

NHIH2.	Critically evaluate public health policy and programs using traditional values and ancestral knowledge, balanced with scientific methodology, as they relate to improving the health of Indigenous Peoples. <i>Related Courses: PH 635, 673, 674, 675, 688, 728, 791</i>	
NHIH3.	Apply the principles of economic evaluation to Indigenous programs with a particular focus on the allocation of	
NHIH4.	Describe a reflexive public health practice for Indigenous peoples' health contexts. <i>Related Courses: PH 635, 673, 674, 675, 688, 791</i>	
NHIH5.	Design a disease prevention strategy that values and incorporates indigenous peoples' traditional knowledge. <i>Related Courses: PH 635, 673, 674, 675, 688, 728, 791</i>	
SOCIAL & BEHAVIORAL HEALTH SCIENCES SPECIALIZATION COMPETENCIES		COURSE NO. AND ASSESSMENT ACTIVITY.
SBHS1.	Critique methods and instruments for collecting valid and reliable quantitative and qualitative data related to social behavioral health. <i>Related Courses: PH 701, 702, 765, 791</i>	
SBHS2.	Design and test mechanisms to monitor and evaluate health promotion programs for its effectiveness and quality. <i>Related Courses: PH 701, 702, 765, 791</i>	
SBHS3.	Apply behavior change theory and health promotion strategies to develop grant proposals and identify budgetary priorities. <i>Related Courses: PH 646, 701, 702, 765, 791</i>	
SBHS4.	Incorporate ethical principles and standards in the collection, maintenance, use, and dissemination of data interactions with organizations, communities and individuals. <i>Related Courses: PH 646, 701, 702, 765, 791</i>	
SBHS5.	Develop and test communication strategies including technology to promote health behavior change through health interventions and programs. <i>Related Courses: PH 701, 702, 765, 791</i>	

Accepted By:

Student's Signature

Date

Faculty Advisor's Signature

Date