GRADUATE PROGRAMS IN PUBLIC HEALTH

Student Handbook

2017-2018

MPH in Public Health Practice
MPH in Public Health Methods in Urban Health
Graduate Certificate in Public Health Practice

Website: http://www.familymedicine.med.wayne/mph

Revised 08-25-2017
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WAYNE STATE UNIVERSITY MASTER OF PUBLIC HEALTH PROGRAM

Welcome to the Wayne State University Graduate Program in Public Health in the Department of Family Medicine and Public Health Sciences (DFMPHS). We are located in the heart of Midtown Detroit on the School of Medicine campus. Detroit is a border city, an international port, and a Legacy City with a long history in manufacturing. It is home to a diverse community which provides a rich environment for learning and practicing public health.

Public Health education has a long history at the Wayne State University School of Medicine. In 1913 The Department of Preventive Medicine and Public Health was led by Dr. Guy Kiefer, son of Dr. Herman Kiefer, one of the city’s original public health leaders. Under Dr. Guy Kiefer’s leadership, a 1-year, post-graduate program in Public Health was offered for physicians and awarded some of the earliest MPH degrees in the state. In 1915 and 1916 the college catalogue lists MPH degrees awarded to two physicians at commencement exercises. These are the first documented MPH degrees awarded by what is known today as the Wayne State University School of Medicine.

The current MPH Program was approved by the WSU Board of Governors in 2004, and the first cohort of MPH students enrolled in fall, 2005. The Master of Public Health Program is accredited by the Council on Education for Public Health (CEPH, www.ceph.org). In the last ten years, more than 120 graduates have completed the MPH and many more have completed the Graduate Certificate in Public Health Practice. We hope that you will achieve your professional goals while studying with us.

PROGRAM MISSION

The mission of the MPH Program is to educate and engage students in theory, practice and interdisciplinary research focused on understanding and improving the public health of urban and underserved communities on a local, national and global scale.

CORE VALUES

Respect: Treat everyone with dignity, respect and compassion, as each individual is unique and we are all interdependent.
Responsibility: Promote accountability to each other, our students, university and communities.
Integrity: Embody honesty and uphold high ethical standards in all that we do individually and collectively.
Innovation: Encourage creativity, tolerance for calculated risk taking, and cross-disciplinary collaboration for innovative thinking and effective problem solving.
Social Justice: Advance just and equitable systems to protect the rights of all communities.
Excellence: Produce high quality work in education, research, and community service.

DIVERSITY AND INCLUSION STATEMENT OF COMMITMENT

Wayne State University is a nationally recognized comprehensive, urban research university with a strong tradition in equal opportunity, non-discrimination and affirmative action. Diversity among our faculty, students, and staff is a major source of our intellectual vitality and innovative spirit. The faculty and staff of the MPH program in the School of Medicine are dedicated to preparing a diverse group of students within a culture of inclusion to serve our communities as leaders in public health.

Program leadership:

Vice Chair for Public Health Sciences  Victoria Neale  vneale@med.wayne.edu
Director, MPH Program  Kimberly Campbell-Voytal  kvoytal@med.wayne.edu
Program Manager  Elissa Firestone  efiresto@med.wayne.edu
**NEW STUDENT INFORMATION**

**FIRST STEPS**

**Step 1  Graduate School Admission:** Graduate Admissions will update you regarding documents missing from your university application, such as TOEFL score reports and official transcripts. The MPH Office will update you regarding documents required by the program, such as Graduate Record Examination score reports, licensure exam results, and letters of recommendation. It is important to keep both the Graduate Admissions and the MPH offices informed of as you submit new documents to expedite your application. gradadmissions@wayne.edu MPHProgram@med.wayne.edu

**Step 2  Public Health Program Admission:** All completed applications are reviewed by the MPH Admissions Committee. Committee recommendations are forwarded to Graduate School Admissions who notifies applicants of the admission decision. The Committee recommends either “Regular” or “Qualified” admission. If your letter indicates “Qualified” status, the requirements for conversion to “Regular” status are explained in the letter.

**Step 3  Academica:** Academica is an internet portal for Wayne State University resources and systems including registration, email, billing and course websites (Blackboard). Log onto Academica using the six-digit accessID and nine-digit Student ID sent in your Graduate School acceptance letter. The nine digit Banner ID will serve as your temporary password. Once you log into Academica, your Wayne State University email is automatically activated. If you have difficulty logging in, please call the C&IT HELP desk at 313-577-4778. https://academica.wayne.edu

**Step 4  Academic Advisors:** You will meet your advisor during the Fall Orientation session which is usually scheduled on the Thursday before classes begin. If for some reason your advisor will not be in attendance, discuss with him or her an alternate meeting time early in the semester. You will need to submit your Plan of Work during the second semester after semester grades have been submitted.

Please be aware that advisors may not be as available during the summer as they are during the school year. If you should require advice and are unable to contact your advisor, please contact us at mphprogram@med.wayne.edu.

**Step 5  OneCard:** As soon as you have registered for classes, you may obtain your OneCard at the Student Welcome Center, 42 West Warren, (48201) Room 257. (313) 577-CARD (2273) http://www.onecard.wayne.edu. The OneCard is your student identification card that permits use of the parking structures and libraries and access to specific buildings and parking lots. Access to the Scott Hall and Mazurek buildings requires encoding of your OneCard which can be done at the Scott Hall Information Office during working hours. Check the OneCard website to see the various ways of adding money to your card.

**Step 6  Fall Registration:** Fulltime MPH and BGC-PHP Students register for both FPH 7015 – Biostatistics I, FPH 7240 Epidemiology and FPH 7320- Social Basis of Health Care. International students required to maintain full-time enrollment (8 credit hours) should register for all three courses. If you are an international student and cannot enroll fulltime, please contact the Office of International Students and Scholars (OISS) at oissscholars@wayne.edu.

**Step 7  New MPH Student Orientation:** As a new student you are required to attend a day-long orientation for new public health graduate students. The day will include a general orientation to the School of Medicine and our public health programs. Faculty, advisors and student representatives will be on hand to describe a range of learning opportunities and activities, and to answer questions. All new students will meet with their academic advisors.
2017 Master of Public Health New Student Orientation
August 24, 2017 9:00 - 5:00 (Tentative Date)
2268 Scott Hall - 540 East Canfield, Detroit, MI 48201

Step 8: SoM HIPAA Training: The Wayne State University School of Medicine requires students to complete a learning module on the Health Insurance Portability and Accountability Act (HIPAA) which provides regulations for the protection and disclosure of patient clinical information. You will receive information about how to complete the HIPAA training module after classes begin.

Step 9: Laptop Requirement: All public health students are required to have a laptop that is minimally loaded with Windows 7, 64-bit operating system.

- Please see https://computing.wayne.edu/software-hardware/recommended.php for purchasing recommendations. Wayne State University offers students a discount on computer purchases at https://computing.wayne.edu/discounts/index.php (Dell and Apple products).

- Registered students may download a complementary version of Microsoft Office 365 at https://wayne.onthehub.com/WebStore/Welcome.aspx

- The Wayne State University Software Clearinghouse provides free and discounted software to current students, faculty, and staff for academic, departmental, and personal use. https://computing.wayne.edu/helpdesk/freesoftware.php

- Find full instructions to connect to the WSUPG-SECURE wireless network at https://computing.wayne.edu/wireless/secure.php

For more information, contact the Help Desk at 313-577-4778

Step 10: Registration with Career Services: We strongly suggest that students register with the WSU Office of Career Services at www.careerservices.wayne.edu (Major> School of Medicine>public health) and add their resumes to the WSU online resume data base for viewing by prospective employers. The Career Services Office will e-mail career events and public health job postings to registered students. The Office of Career Services also offers career development events and coaching in resume development and interview skills.

Step 11: Social Media:

- Friend our Public Health Student Organization (PHSO) at https://www.facebook.com/WSUPHSO?hc_location=timeline. The PHSO is a great way to get to know our public health students and promote public health in the metropolitan Detroit area.

- Connect with our Wayne State University Master of Public Health LinkedIn Group at https://www.linkedin.com/grp/home?gid=8206556&trk=my_groups-tile-grp. We use our LinkedIn Group page to post public health jobs and recruiters use LinkedIn to find qualified candidates for employment.
USEFUL INFORMATION

Building Location: The Department of Family Medicine and Public Health Sciences is located at 3939 Woodward Avenue in the Woodward Gardens building located on the southwest corner of Alexandrine and Woodward Avenue. The Department telephone number is 313-577-1421. The Program Office telephone number is 313-577-1051.

Please note that some MPH faculty have offices in the Biomedical Research Building (I-Bio) at 6187 Woodward Avenue between Amsterdam and Burroughs. Please contact faculty directly to request specific information regarding their office location.

Parking Options: a) Parking meters on Alexandrine (sign up for the City of Detroit Parking App at https://detroit.ppprk.com/apps/v7/mobilepayweb/); b) WSU Parking Structure #7 opposite Applebaum and Orchestra Hall – money on WSU OneCard will permit access (see map); c) Public parking structure located at 25 W. Alexandrine (48201) at the rear of the Woodward Gardens building (parking is half-hourly with a daily maximum of $5.00 - cash or credit card accepted); d) limited unmetered street parking on Cass.

Parking for the I-Bio Building is available in Lots 11 (445 York) and 15 (5986 Cass) as space allows. A small amount of complementary parking is located on Burroughs in front of the IBIO building. Additional paid parking is available in the parking lots below (WSU OneCard Debit or $7.50 cash)

- WSU Parking lot 15, located at 5986 Cass (Detroit, 48202) See map
- WSU parking lot 14, located at 35 Burroughs (Detroit, 48202) See map

Access to Woodward Gardens Building: The Department is housed on the 2nd and 3rd floor of Woodward Gardens. Entry is through the front door on Woodward Ave at the south end of the building (under the awning) or from the parking structure via elevator or stairway to the appropriate floor; entry to each floor’s office suite is through a locked security door. Below are instructions for gaining access to the building and the department.

If entering the building from Woodward Avenue: Entry is through the front door on Woodward Avenue (under the awning). Please use the directory by the front door and, following the directions on the screen, contact the faculty and/or staff member whom you wish to visit. He or she will buzz open the door. Take the elevator to the appropriate floor, and he or she will meet you at the floor’s security door.

If entering the building via the parking structure on Alexandrine: Take either the structure elevators or the stairway to the 2nd or 3rd floors. Contact the faculty and/or staff member via the phone provided using the directory located at each floor’s security door.

Class Location: The majority of FPH-listed classes take place in Scott Hall, Mazurek Educational Commons (MEC), or the Woodward Gardens building. Please note that your OneCard will be required to enter Scott Hall and to use the elevators and stairwells in Shiffman Medical Library.

Scott Hall Parking: Surface parking lot 75 (See map) is on the north side of Canfield Ave, opposite Scott Hall and costs $8.75 for non-students and $3.85 for students. To obtain the student rate, use your WSU OneCard to pay. Transfer money into your WSU OneCard personal account using the CSVT machine that is across from the reference desk in the Shiffman Library Medical Commons. There is a .50 service charge to transfer money to your OneCard. Consult http://www.parking.wayne.edu/students.php for more parking information.

Lost & Found Services: The SoM maintains a lost and found office on the first floor of Scott Hall (1102) in the Information Office. If you have lost or misplaced or found a personal item (phones, bags, books, notes, clothing, etc.), please visit the Lost & Found.
Libraries & Library Services: Numerous library facilities are available to WSU students including the Shiffman Medical Library next to Scott Hall and the Purdy and Kresge libraries located on main campus. The Shiffman Medical library offers MEDLINE, PubMed, and other computer-based literature searches and is a major medical information resource center in Detroit. Various departmental libraries in Scott Hall have reference materials available for onsite use only. The Shiffman Library liaison for the MPH program is Ms. Qian (Ella) Hu – fo6572@wayne.edu or 313-577-8943.

Campus Shuttles:
- **The Medical Campus shuttle** runs continuously every 30 minutes Monday-Friday from 7am to 9pm and connects the WSU Medical School to Main Campus. Pick up is outside of Scott Hall on the south side of Canfield, across from the parking structure.
- **The Main Campus Shuttle** runs continuously every 15 minutes Monday-Friday from 7 a.m. to 7 p.m. and is labeled “Main Campus Shuttle.” Signs are posted at each stop. More information is available at [http://parking.wayne.edu/shuttles/index.php](http://parking.wayne.edu/shuttles/index.php)
- **Shuttle Tracking:** Download the WSU Shuttle GPS App smartraxx free from the Google Play or App Store. Track real time shuttle locations from your smartphone.

Bicycles: Many students, faculty and residents in the Wayne State community rely on bicycles as a healthy, inexpensive and reliable mode of transportation. There are more than 100 bike racks on or near campus and there is a public bike repair stand outside of the Mort Harris Fitness Center on Main Campus. For more tips and guidelines about biking on campus, please consult [http://parking.wayne.edu/alternative/bicycles.php](http://parking.wayne.edu/alternative/bicycles.php)

**MoGo Public Bike Share Program:** MoGo includes 430 bicycles that can be rented and returned to any of 43 stations across the city including on campus. Daily, annual or 30 minute passes may be purchased online or via a mobile app. WSU has partnered with MoGo to offer discounted annual passes to members of the Wayne State community. Enter your WSU e-mail address and the code “Warriors” during registration. [https://mogodetroit.org/members/register](https://mogodetroit.org/members/register)

**Qline Streetcar:** The [Qline](https://qlinedetroit.com) travels a 6.6-mile loop along Woodward from the New Center district to downtown and links the New Center to Midtown and Downtown. There are two WSU main campus stops at Warren Avenue and Ferry Street — and two WSU School of Medicine stops at Mack/Martin Luther King and Canfield. Tickets may be purchased on the streetcar (cash only) at Qline station ticketing kiosks, or on the QLINE Detroit Mobile App Tickets cost $1.50 (ride for three hours) $3.00 (day pass) and $30.00 (monthly pass) [https://qlinedetroit.com/tickets/](https://qlinedetroit.com/tickets/)

**Student Contact Information:** Students are required to notify both the University on Academica and the MPH Program ([MPHProgram@med.wayne.edu](mailto:MPHProgram@med.wayne.edu)) of any changes in address. **Note:** International students should be aware of the US Department of Homeland Security regulations on address change notification [See the OISS website](http://www.wsuoiss.wayne.edu).
ACADEMIC PLANNING

ADMISSION STATUS
Students are admitted into the MPH or BGC-PHP programs with either ‘Regular’ or ‘Qualified’ status. 
Qualified status students who have met the academic requirements of their admission will automatically be granted Regular status.

ADVISING
Students are assigned an academic advisor who will facilitate course planning (electives; sequencing) and professional and career development planning. Advisors also support student career planning and preparation for Practicum and Final Project proposals. Students may request to change their advisors by writing to the MPH Director. A list of faculty advisors is included at the end of the Handbook.

Advisors approve Plans of Work (POW) and any subsequent changes to the plan and provide academic oversight for the development of directed study proposals. Examples of POW and Change in POW Forms are provided in the Appendices. Electronic versions of these forms are available on the program website at www.familymedicine.med.wayne.edu/mph < student resources < forms.

Advisors also are available to facilitate interactions of students with other faculty and experts in the local community and will work closely with research advisors as required. Advisors may discuss student progress at faculty meetings, as well.

Students are encouraged to meet with their advisors on a regular basis and are required to meet with their advisor at least twice a year to review academic progress. Documentation of actions in support of student academic progression will be maintained by the student and advisor and reported to the MPH Office as needed.

PLAN OF WORK (POW)
POWs must be completed and approved before the completion of 12 credit hours for the MPH and 8 credit hours for the BGC-PHP. MPH and BGC-PHP students must be in good academic standing and have achieved Regular Status before the POW can be approved. After approval by the MPH Director, the POW is submitted to the SOM Office of Graduate Scholars and the WSU Graduate School. Once the WSU Graduate School approves the POW, the Records Office will change the student’s status from Master’s Applicant to Master’s Candidate. Plan of Work forms are available on the program website at www.familymedicine.med.wayne.edu/mph < student resources < forms.

CHANGE IN PLAN OF WORK
If it is necessary to request a change in an approved “Plan of Work” (i.e. if you would like to delete and substitute a course on your original plan), a “Request for Change in Plan of Work” form MUST be filed not less than two weeks prior to registration for the semester affected. The advisor and the MPH Director must approve this request before being forwarded to the SOM Office of Graduate Scholars.
Electronic Change in POW forms are available on the program website at www.familymedicine.med.wayne.edu/mph < student resources < forms.

DIRECTED STUDY
Independent study may be authorized for areas of interest not covered by regular courses. Only advanced students should engage in directed study. The student should confer with his or her advisor to get permission for and to plan for the study. It is the student’s responsibility to identify a faculty member to supervise the directed study. The DS faculty supervisor and student will develop a proposal that includes the learning objectives, learning activities, products, evaluation, and timeline by which the student’s performance will be assessed. The Directed Study faculty supervisor and the Program Director must approve the Proposal before the student may register for the course.
www.familymedicine.med.wayne.edu/mph < student resources < forms.
Master of Public Health in Public Health Practice (MPH-PHP)

The following lists the required MPH-PHP Core and Concentration courses. Students also are required to complete a Practicum experience (3 credit hours) in a public health setting and a Final Project (3 credit hours). A minimum of 42 credit hours are required for graduation. A minimum grade point average of 3.00 in coursework must be maintained. All course work must be completed within six years.

MPH-PHP DEGREE REQUIREMENTS (PRE 2017)
Required Core Courses (17 credit hours)
- FPH 7010 Seminar in Public Health
- FPH 7015 Biostatistics 1
- FPH 7240 Epidemiology
- FPH 7320 Social Basis of Health Care
- FPH 7100 Health Care Organization and Administration
- FPH 7420 Principles of Environmental Health

Required Concentration Courses (10 credit hours)
- FPH 7230 Health Program Evaluation
- FPH 7210 Research Methods for Health Professionals
- FPH 7250 Applied Epidemiology

Electives (9 credit hours)

Public Health Practicum (3 credit hours)
- FPH 7440 Practicum in Public Health

MPH Master’s Project (3 credit hours)
- FPH 8990 MPH Project

MPH-PHP DEGREE REQUIREMENTS (Starting Fall, 2017)
Required Foundation Courses (16 credit hours)
- FPH 7015 Biostatistics 1
- FPH 7240 Epidemiology
- FPH 7320 Social Basis of Health Care
- FPH 7100 Health Care Organization and Administration
- FPH 7420 Principles of Environmental Health

Required Concentration Courses (12 credit hours)
- FPH 7010 Community Health Assessment
- FPH 7230 Health Program Evaluation
- FPH 7210 Research Methods for Health Professionals
- FPH 7250 Applied Epidemiology
- FPH XXXX Skills in Public Health

Electives (8 credit hours)

Applied Learning Course (3 credit hours)
- FPH 7440 Practicum in Public Health

Integrated Learning Course (3 credit hours)
- FPH 8990 Master’s Project
MODEL OF ACADEMIC PROGRESSION
The MPH-PHP degree may be earned on a part-time or full-time basis. The degree is designed to accommodate students who are employed by offering classes in the evenings. Following Graduate School guidelines, students have six years to complete the MPH degree. However, students are encouraged to complete the degree within 3-4 years. Required classes are offered only once a year and are subject to completion of prerequisite courses.

Suggested schedules include:

Table 1. Summary of MPH-PHP Course Prerequisites

<table>
<thead>
<tr>
<th>Pre-requisites (Co-requisite where indicated)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FPH 7250 Applied Epidemiology</td>
</tr>
<tr>
<td>FPH 7015 Biostatistics 1</td>
</tr>
<tr>
<td>FPH 7240 Epidemiology</td>
</tr>
<tr>
<td>FPH 7210 Research Methods</td>
</tr>
<tr>
<td>FPH 7015 Biostatistics 1 (Co-requisite)</td>
</tr>
<tr>
<td>FPH 7990 Skills in Public Health Practice</td>
</tr>
<tr>
<td>FPH 7010 Community Health Assessment</td>
</tr>
<tr>
<td>FPH 7440 MPH Practicum</td>
</tr>
<tr>
<td>All Required Foundation courses</td>
</tr>
<tr>
<td>FPH 8990 MPH Project</td>
</tr>
<tr>
<td>Foundation &amp; Concentration courses; Practicum</td>
</tr>
</tbody>
</table>

Table 2. MPH-PHP Degree Progression

<table>
<thead>
<tr>
<th>Fast Pace (3-4 evenings per week)</th>
<th>Year 1</th>
<th>Year 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall</strong></td>
<td><strong>Winter</strong></td>
<td><strong>Spr/Smr</strong></td>
</tr>
<tr>
<td>FPH 7320 Social Basis of Healthcare (also offered Spr/Sum)</td>
<td>FPH 7100 Healthcare Org &amp; Admin (also offered Spr/Sum)</td>
<td>Elective #1</td>
</tr>
<tr>
<td>FPH 7015 Biostatistics 1</td>
<td>FPH 7250 Community Health Assessment</td>
<td>FPH 7210 Research Methods for Health Professionals</td>
</tr>
<tr>
<td>FPH 7240 Epidemiology</td>
<td>FPH 7240 Environmental Health</td>
<td>Elective #2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Moderate Pace (2-3 evenings per week)</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall</strong></td>
<td><strong>Winter</strong></td>
<td><strong>Spr/Smr</strong></td>
<td><strong>Fall</strong></td>
</tr>
<tr>
<td>FPH 7015 Biostatistics 1</td>
<td>FPH 7100 Healthcare Org &amp; Admin</td>
<td>Social Basis of Health</td>
<td>FPH XXXX Skills in PH</td>
</tr>
<tr>
<td>FPH 7240 Epidemiology</td>
<td>FPH 7420 Environmental Health</td>
<td>FPH 7010 Community Health Assessment</td>
<td>FPH 7230 Health Program Evaluation</td>
</tr>
</tbody>
</table>
Master of Public Health in Public Health Methods in Urban Health (MPH-PHM)

DEGREE REQUIREMENTS

The following lists the required MPH-PHM Core and Concentration courses. Students also are required to complete a practicum experience (3 credit hours) in a public health setting and a final culminating project (3 credit hours). A minimum of 42 credit hours are required for graduation. A minimum grade point average of 3.00 in coursework must be maintained. All work must be completed within six years.

DEGREE REQUIREMENTS

Required Foundation Courses (16 credit hours)
- FPH 7015 Biostatistics 1
- FPH 7240 Epidemiology
- FPH 7320 Social Basis of Health Care
- FPH 7100 Health Care Organization and Administration
- FPH 7420 Principles of Environmental Health

Required Concentration Courses (15 credit hours)
- FPH 7010 Community Health Assessment (Public Health Seminar)
- FPH XXX Applied Research Methods in Urban Public Health
- FPH 7250 Applied Epidemiology
- FPH 7020 Biostatistics 2
- FPH 7350 Statistical Programming (2)
- FPH XXX Public Health Community Level Intervention Science

Electives (5 credit hours)

Applied Learning Course (3 credit hours)
- FPH 7440 Practicum in Public Health (3 credits)

Integrated Learning Course (3 credit hours)
- FPH 8990 MPH Project (3 credits)

Table 3. Summary of MPH-PHM Course Pre-Requisites

<table>
<thead>
<tr>
<th>Pre-requisites (Co-requisite where indicated)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FPH 7250 Applied Epidemiology</td>
<td>FPH 7015 Biostatistics 1</td>
</tr>
<tr>
<td>FPH 7240</td>
<td>FPH 7240 Epidemiology</td>
</tr>
<tr>
<td>FPH XXX Applied Research Methods in Urban Public Health</td>
<td>FPH 7015 Biostatistics 1 (Co-requisite, MD/MPH only)</td>
</tr>
<tr>
<td>FPH XXX Public Health Community Level Intervention Science</td>
<td>FPH 7020 Biostatistics 2</td>
</tr>
<tr>
<td>FPH 7440 MPH Practicum</td>
<td>FPH 7350 Statistical Programming</td>
</tr>
<tr>
<td>FPH 8990 MPH Project</td>
<td>Required Foundation &amp; Concentration courses; Practicum</td>
</tr>
</tbody>
</table>
MODEL OF ACADEMIC PROGRESSION

Table 4. MPH-PHM Degree Progression

<table>
<thead>
<tr>
<th></th>
<th>Fast Pace (3-4 evenings/week)</th>
<th>Moderate Pace (2 evening/week)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>YEAR 1</td>
<td>YEAR 2</td>
</tr>
<tr>
<td></td>
<td>Fall</td>
<td>Winter</td>
</tr>
<tr>
<td>FPH 7320 Social Basis of Healthcare</td>
<td>FPH 7250 Applied Epidemiology</td>
<td>FPH 7100 Healthcare Org &amp; Admin</td>
</tr>
<tr>
<td>FPH 7240 Epidemiology</td>
<td>FPH 7420 Environmental Health</td>
<td>FPH 7010 Seminar in Public Health</td>
</tr>
<tr>
<td>FPH 7015 Biostatistics 1</td>
<td>FPH 7350 Statistical Programming</td>
<td>Elective</td>
</tr>
<tr>
<td></td>
<td>FPH 7021 Biostatistics 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>FPH 7015 Biostatistics</td>
<td>FPH 7420 Environmental Health</td>
</tr>
</tbody>
</table>

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MPH PRACTICUM OVERVIEW

The purpose of the practicum is to provide MPH students with applied experiences working in the field of public health. The Practicum Director works with each student to identify a preceptor and setting relevant to the student’s academic goals. An individualized learning contract is developed between student, preceptor, and Practicum Director which specifies public health competencies, learning objectives and activities to be achieved during 135 hours of practice.

The “Practicum Guidebook for Students” is available on our website at [www.familymedicine.med.wayne.edu/mph](http://www.familymedicine.med.wayne.edu/mph) < current students < course information.

Students should explore their ideas and interests with their academic advisors who can assist students to clarify their thoughts about practicum experiences. Students with clearly developed professional and academic goals will be better prepared to work with the Practicum Director to identify an appropriate practicum opportunity.

PRACTICUM REQUIREMENTS

Students should complete the Practicum Approval Form with their academic advisor prior to scheduling a planning meeting with the Practicum Director. Please arrange a meeting with the Director one semester prior to registration to ensure availability of specific practicum sites. Refer to the course syllabus and Practicum Guidebook for Students for specific prerequisites as they vary by concentration.

The Practicum Director will provide permission to register for the Practicum once requirements have been met and the planning meeting has occurred.

MPH MASTER’S PROJECT OVERVIEW

The overall objective of the MPH Master’s Project is to provide students with the opportunity to apply public health theory, science and practice to a scholarly project. The Project is the culminating experience of the MPH Program and as such provides evidence of the student’s successful synthesis of core and concentration-specific competencies in a culminating public health project.

MASTER’S PROJECT REQUIREMENTS

The following must be completed prior to formally starting on the Master’s Project.

- Completion of all MPH core and concentration requirements and Practicum.
- Collaborative Institutional Training Initiative (CITI) on-line training in the Responsible Conduct of Research:
  - Module 1) Basic/Refresher Course – Human Subjects Research: Social & Behavioral Researchers
  - Module 2) CITI Health Information Privacy and Security (HIPS)
  - Module 3) Social and Behavioral Responsible Conduct of Research

Depending on the particular study for the Master’s Project, other modules may be required as well. See [http://research.wayne.edu/irb/mandatory-training.php](http://research.wayne.edu/irb/mandatory-training.php). Students should contact the IRB Office with questions regarding completing CITI training, [http://www.irb.wayne.edu](http://www.irb.wayne.edu). The IRB will not approve projects without the completion of CITI research ethics completed.
Students should develop potential Project ideas in discussions with their academic advisor and other MPH faculty. Students are responsible for identifying a project advisor to mentor them as they work on their Master’s Project. Both the project advisor and the academic advisor will participate in the process of review and approval of the Project proposal. After the Project final report is accepted, students are asked to fill out the MPH Program Core Competencies form, and reflect on how they achieved these competencies through their MPH coursework, the Practicum and the Project. This reflection and articulation of new competencies should help students prepare for employment as well.

FPH 8990 is a 3 credit class. In most cases, students should register for all three credits in a single semester. There may be circumstances in which a student may choose to spread enrollment over multiple terms. This should be discussed with the academic advisor. Students will be assigned a “Y” grade until the requirements of the Project are completed.

**MPH Project Examples**

Students will identify a Project that is most appropriate to their MPH concentration and their academic/professional goals. Examples of Projects include but are not limited to the following:

- **Secondary analysis of existing data**: These projects involve the use of publicly-available data, such as NHANES, BRFSS, SEER, state vital record data, etc. Research questions that cannot be addressed using original data collection techniques (due to time or financial constraints) can often be addressed by analysis of previously collected data.

- **Qualitative analysis**: Qualitative approaches are used to study phenomena or experiences and are based on the interpretation of words and text, as opposed to numerical data in quantitative analysis. Qualitative data are collected by means of interviews, focus groups, or observational studies.

- **Survey research**: Survey or questionnaire studies encompass measurement procedures that are based on questions posed to respondents. Survey research includes questionnaires administered by paper, in-person interview, telephone, or web-based data collection strategies.

- **Needs assessment**: Needs assessment refers to a systematic study of a public health issue to identify a potential need for resources to address that issue in a defined population (i.e. children with special health care needs, young mothers, cancer survivors). A wide variety of data sources are generally required for a needs assessment.

- **Program evaluation**: Evaluation research includes a heterogeneous assortment of techniques, procedures, and methods for systematically assessing the conceptualization, design, implementation, and utility of social intervention programs. These techniques can include participant observation, archival research, interviewing, quasi-experimentation, and experimentation.

- **Experiment**: Experiments have 3 essential components: 1) a hypothesis; 2) an intervention or modification of something in a situation; and 3) a comparison of outcomes with and without the intervention/modification.

- **Case study**: In the public health context, a case study is a form of ethnography or participant-observation research. Using a mixed method approach that includes both qualitative and quantitative strategies, a comprehensive description of an organization or program is detailed. Qualitatively, the researcher directly observes and participates in small-scale social settings. The researcher directly talks with and observes the people in the organization or program with the objective to describe how the program functions, including its mission and objectives, and job and role descriptions. Program challenges and limitations are important to describe as well. Quantitative summaries of the program’s efforts and outputs are also provided.

**Timeline**

The MPH Master’s Project typically involves at least two semesters to complete. The timeline should be developed in collaboration with the research and academic advisors. Any changes to the timeline should be reported to the academic advisor who is responsible for monitoring the student’s academic timeline (six years to graduate).
1. **First Semester:** a) Literature review, b) Project proposal, c) IRB review & approval/waiver, and d) approval signatures from project advisor, academic advisor, and the MPH Course Director. **NOTE:** Newly enrolled students are required to attend the FPH 8990 Course Orientation that is scheduled each semester. Refer to the class syllabus for seminar scheduling details.

2. **Second Semester:** a) Data/information collection and analyses/synthesis, and b) preparation of final report/manuscript and c) public presentation.

   **Scheduling the Presentation:** Student presentations occur during routinely scheduled “Project Presentation Sessions” that occur each semester. Presentation dates are discussed in the FPH 8990 Orientation. Permission to schedule the oral presentation is provided by the Course Director.

   Guidelines for preparing the report/manuscript and presentation are detailed in the FPH 8990 Orientation. Guidelines are posted on the MPH website at [www.familymedicine.med.wayne.edu/mph](http://www.familymedicine.med.wayne.edu/mph) < current students < course information.

### BRIDGE GRADUATE CERTIFICATE IN PUBLIC HEALTH PRACTICE (BGC-PHP)

#### CERTIFICATE REQUIREMENTS
Candidates must complete a minimum of **15 credits** of course work. Electives may be taken within or outside the Department. A minimum grade point average of 3.00 in certificate coursework must be maintained. All work must be completed within **three years**.

An **A Plan of Work** should be submitted for approval in the first semester, prior to completion of **8 credit hours** of course work. The Program requires completion of the following core courses:

- FPH 7320 Social Basis of Healthcare (3 credits)
- FPH 7240 Epidemiology (3 credits)
- FPH 7015 Biostatistics I (4 credits)
- FPH 7420 Principles of Environmental Health (3 credits)

Students are required to select 2-3 elective credits from the earlier listings of approved electives according to their career needs.

### CHANGE OF STATUS: BGC-PHP TO MPH-DEGREE

#### Pre-Requisites

BGC-PHP students who request a COS to the MPH degree should have an overall minimum GPA of 3.0, and have completed the following 4 courses with a grade of “B” or better.

1. FPH 7015 Biostatistics
2. FPH 7240 Epidemiology
3. FPH 7320 Social Basis of Healthcare
4. FPH 7420 Principles of Environmental Health

#### Administrative Processes

COS requests should be sent to mphprogram@med.wayne.edu with the following attachments:

1. Letter of support from academic advisor.
2. Personal statement addressing professional goals for pursuing the MPH degree.
3. Unofficial transcript

Requests for COS to the MPH Program are considered by the MPH Admissions Committee (AC). The AC reviews the student’s academic record, advisor’s letter of support, and the personal statement and makes a recommendation to the Director to either support or not support the COS request.
OTHER COS REQUESTS
Requests to change status from MPH to the Graduate Certificate or to other programs external to the MPH Program may be approved and processed by the Program Director without committee review.

Table 5.
BGC-PHP Progression

<table>
<thead>
<tr>
<th>Fast Pace (2 semesters)</th>
<th>Moderate Pace (3 semesters)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>Fall</td>
</tr>
<tr>
<td>FPH 7015 Epidemiology</td>
<td>FPH 7015 Biostatistics</td>
</tr>
<tr>
<td>FPH 7015 Biostatistics</td>
<td>Elective</td>
</tr>
<tr>
<td>FPH 7320 Social Basis</td>
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</tbody>
</table>

MD/MPH JOINT DEGREE
The MD/Master of Public Health (MD/MPH) offers medical students the opportunity to earn an MPH and a medical degree in five years. Medical students integrate a public health emphasis on population health and disease prevention research with clinical practice in a combined practicum and final project experience. MD/MPH students apply for a one year leave of absence from medical school to complete 36 credits of MPH core and concentration coursework. The Practicum and Final Project are completed during year 3 and 4 medical school electives.

Table 5. MD/MPH Degree Progression

<table>
<thead>
<tr>
<th>MPH Core and Concentration Coursework</th>
<th>During MD Yr 2 &amp; 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Year 2/3 Summer</td>
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<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Fall</td>
<td>Winter</td>
</tr>
<tr>
<td>Biostatistics 1</td>
<td>Health Care Organization &amp; Adm</td>
</tr>
<tr>
<td>Epidemiology</td>
<td>Applied Epidemiology</td>
</tr>
<tr>
<td>Social Basis of Health</td>
<td>Principles of Environmental Health</td>
</tr>
<tr>
<td>Community Health Assessment (starting fall, 2018)</td>
<td>Elective #1</td>
</tr>
<tr>
<td>Research Methods for Health Professionals</td>
<td></td>
</tr>
</tbody>
</table>

Additional MPH-PHP course information is available on page 9.
**MPH PROGRAM ELECTIVES**

**FPH Elective Courses**
- FPH 7300  Health Care Policy (3 cr.)
- FPH 7860  Principles of Occupational Health (3 cr.)
- FPH 7350  Programming for Public Health Practice (required for BST students - 2 cr.)
- FPH 7760  Community Health Education (3 cr.)
- FPH 7990  Directed Study in Public Health Practice (1-2 cr.) *
- FPH 7990  Public Health Leadership (2-3 cr.)

*Requires prior approval of Directed Study supervisor and MPH director.

**Non-FPH Elective Courses**

The following elective courses have been approved by the MPH Director to assist you when you discuss the preparation of your plan of work with your academic advisor. The description of these courses can be obtained from the graduate bulletin ([www.bulletins.wayne.edu](http://www.bulletins.wayne.edu)) and frequency from the schedule of classes ([www.classschedule.wayne.edu](http://www.classschedule.wayne.edu)). Many of these courses have prerequisites and therefore require you to receive permission to register from the instructor or representative from the home department. Other graduate courses (6000 and above) can be considered for inclusion in your plan of work, but will require pre-approval by the MPH Director.

- ANT 6680  Studies in Cultural Anthropology Cr. 3
- ANT 6700  Topics in Medical Anthropology Cr. 3
- ANT 7260  Urban Poverty and Racial Segregation Cr. 3
- ANT 7605  Seminar in Medical Anthropology Cr. 3
- ANT 7680  Medical Anthropology I Cr. 3
- ANT 7690  Medical Anthropology II Cr. 3
- BA 6015  Marketing Foundations Cr. 2
- BA 7020  Corporate Financial Management Cr. 3
- BA 7050  Marketing Strategy Cr. 3
- BA 7070  Social Perspectives on the Business Enterprise Cr. 3
- BMS 6010  Responsible Conduct in Biomedical Research Cr. 1
- CB 7430  Cancer Epidemiology Cr. 2
- EER 7650  Computer Use in Research Cr. 3
- EER 7870  Fundamentals of Qualitative Research Cr. 3
- HE 6350  Health Education and the Nation’s Health Cr. 3
- HE 6420  Introduction to Health Education Program Design Cr. 3
- LEX 7360  Health Policy: The Firm, the Market and the Law Cr. 3
- LEX 7410  International Organizations and Public Health Cr. 3
- NFS 6000  Nutritional Biochemistry Cr. 3
- NFS 6030  Microbiological Safety of Foods Cr. 3
- NFS 6210  Nutrition through the Life Cycle Cr. 3
- NFS 6270  Eating Behavior and Body Weight Regulation Cr. 3
- NFS 7240  Nutritional Epidemiology Cr. 3
- NUR 7745  Immigration and Health (ANT) Cr. 3
- NUR 7865  Foundations of Complementary and Alternative Medicine Cr. 3
- NUR 8210  Health Determinants: Focus on Urban Environments Cr. 3
- PHC 6500  Drugs and the Addictive Process Cr. 3
PPR 7225  Vaccines in Clinical and Public Health Practice Cr. 2
PSY 8310  Health Psychology II Cr. 3
PSY 8350  Community Psychology Cr. 3
SOC 6750  Sociology of Urban Health Cr. 3
SOC 8700  Seminar on Race & Gender Inequalities Cr. 4
SW 8065  Advanced Systems Theories and Practice Cr. 4
SW 6540  The Effects of Drugs & Alcohol on Social Functioning 3 Cr.
SW 6535  Juvenile Delinquency: Social Functioning Cr. 2-4
SW 7720  Social Welfare Policy Cr. 3
UP 5610  Managing Public Participation Cr. 3
UP 6340  Community Development Cr. 3
UP 6700  Geographic Information Systems Cr. 4
UP 6830  Advanced GIS Cr. 4
UP 6700  Geographic Information Systems Cr. 4
UP 6830  Advanced GIS Applications Cr. 4

Note: Other graduate courses (6000 level and above) of relevance to a student’s specific career needs may also be considered, but require MPH Program Director and advisor approvals for inclusion in an MPH Plan of Work. Such courses are offered in Anthropology, Business Administration, Health Economics, Health Education and Promotion, International Health, Law, Nursing, Nutrition and Food Science, Political Science, Psychology, Urban Planning, Social Work and Sociology. To submit an elective for possible approval, e-mail the course syllabus and an explanation of why you would like to take the course to the MPH Program Director.

Possible Elective Clusters
Students may cluster electives around public health topics to complement their interests and career goals. Below is a list of potential public health elective clusters that may be of interest to students:

Urban Health Determinants
ANT 7260  Urban Poverty and Racial Segregation Cr. 3
SOC 6750  Sociology of Urban Health Cr. 3
SW 6535  Juvenile Delinquency: Social Functioning Cr. 2-4
NUR 8210  Health Determinants: Focus on Urban Environments Cr. 3

Methods in Public Health
EER 7870  Fundamentals of Qualitative Research Cr. 3
EER 7650  Computer Use in Research Cr. 3
UP 6700  Geographic Information Systems Cr. 4
UP 6830  Advanced Geographic Information Systems Cr. 4
FPH 7350  Programming for Public Health Practice Cr. 2
CB 7430  Cancer Epidemiology Cr. 2

Nutritional Public Health
NFS 6000  Nutritional Biochemistry Cr. 3
NFS 6030  Microbiological Safety of Foods Cr. 3
NFS 6210  Nutrition through the Life Cycle Cr. 3
NFS 7240  Nutritional Epidemiology Cr. 3

Urban Planning
UP 5610  Managing Public Participation Cr. 3
UP 6340  Community Development Cr. 3
STUDENT SERVICES AND INFORMATION

FINANCIAL AID
Sources of financial aid for graduate students are enumerated in the section on WSU Graduate Financial Aid in the WSU Graduate Bulletin. The Office of Student Financial Aid (OSFA) assists students to meet their educational expenses. These expenses include tuition, fees, books, supplies, room, board and transportation. OSFA administers federal, state and institutional funds, based both on financial need and academic merit. However, University support for graduate students is extremely limited. The Graduate School annually sponsors the Graduate-Professional and Graduate Retention Scholarship competition for tuition scholarship awards for Fall and Winter Semesters. This award is based primarily on academic qualification. For further information on grants and scholarships for graduate study contact:

- WSU Graduate School: [http://www.gradschool.wayne.edu/current/funding.php](http://www.gradschool.wayne.edu/current/funding.php)
- WSU Graduate Professional Scholarship: [http://wayne.edu/gradschool/funding/grad-prof-scholarship/](http://wayne.edu/gradschool/funding/grad-prof-scholarship/)
- Women of Wayne Incentive Scholarship: [http://wayne.edu/scholarships/freshmen/private/list/](http://wayne.edu/scholarships/freshmen/private/list/)

ENGLISH LANGUAGE INSTITUTE
The English Language Institute (ELI) provides introductory courses to help students improve their English language and writing skills. More advanced courses directed towards graduate students wishing to develop their skills in giving presentations, paper writing, responding to readings, note-taking, library skills, word processing, and essay test-taking are also available. Students admitted with qualified status who are required to pass either Social Basis of Healthcare or Principles of Environmental Health before transfer to regular status or international students concerned about limitations in their writing ability are strongly encouraged to explore the language support resources through the ELI. Please note that these courses do not contribute to graduate credit.

For more information, contact the English Language Institute at 313-577-2729 or [http://www.eli.wayne.edu](http://www.eli.wayne.edu). The Schedule for ELI Classes is located at [http://www.eli.wayne.edu/program/schedule.php](http://www.eli.wayne.edu/program/schedule.php)

ACADEMIC SUCCESS CENTER
The Academic Success Center offers free study skills workshops for graduate students.
Website: [http://success.wayne.edu/workshop_list.php](http://success.wayne.edu/workshop_list.php)

WAYNE STATE UNIVERSITY WRITING CENTER
Students may schedule a tutoring session to review writing assignments.
Phone 313-577-2544  engwc2310@wayne.edu
Website: [http://clas.wayne.edu/writing/](http://clas.wayne.edu/writing/)

SHIFFMAN LIBRARY
Contact a librarian at the Shiffman Medical Library at 313-577-1094.

GRADUATE HOUSING
Wayne state University has on-campus housing available for graduate students. Their office is located in the Student Center Building, room 598, telephone- 313 577-2116. [http://www.housing.wayne.edu/index.php](http://www.housing.wayne.edu/index.php)

COUNSELING AND PSYCHOLOGICAL SERVICES
Counseling and Psychological Services provides assistance in the development and maintenance of a positive and healthy university environment. Among the services provided are counseling, psychotherapy, assessment, group counseling, workshop and consultation for enrolled students (and faculty). Crisis
services are available 24 hours per day through direct contact or via the WSU Public Safety Department. 
http://www.caps.wayne.edu

WSU CAREER SERVICES OFFICE
We strongly recommend that students register at www.careerservices.wayne.edu (Major<School of Medicine <public health) and add their resumes to the WSU online resume database for viewing by prospective employers. The Career Services Office will e-mail career events and public health job postings to registered students. The Office of Career Services also offers online job postings, career events and coaching in resume development and interview skills.

Other employment opportunities are posted on the Wayne State University Human Resources website http://wayne.edu/hr/prospective/jobs.php. Narrow your search to focus on your specific area of interest.

Public Health job websites are listed below to assist program graduates.

APHA CareerMart http://www.apha.org/professional-development/public-health-careermart A comprehensive public health job site provided by the American Public Health Association.

Public Health Employment Connection http://cfusion.sph.emory.edu/PHEC/index.cfm?CFID=6955438&CFTOKEN=45811340 An easy-to-search- collection of jobs maintained by the Rollins School of Public Health at Emory University.

PublicHealthJobs.net http://publichealthjobs.org/ A comprehensive website sponsored by the Association of Schools and Programs of Public Health (ASPPH). It provides access to many public health career opportunities and has free job and resume posting.


EDUCATIONAL ACCESSIBILITY SERVICES
Educational Accessibility Services provides students with free resources to assist them to fully participate and succeed in all university programs and activities. Professional counselors verify a disability and work with faculty to develop a student’s appropriate program of accommodation. Such accommodations can include the provision of interpreters, note-takers, and the use of alternative testing procedures. Some scholarships are available. The Student Disability Services (SDS) office is located at 1600 David Adamany Undergraduate Library in the Student Academic Success Services Department. The SDS telephone number is 313-577-1851 or 313-577-3365 (TTY: for the hearing impaired). Graduate Student Advisors are available to meet with students privately to discuss special needs. http://www.eas.wayne.edu

MPH PROGRAM ACADEMIC PROGRESSION POLICIES
GRADE POLICY
In Required Courses: Students must earn a B grade or better in all required courses. A grade of B- or lower is considered unacceptable work at the graduate level. Students who receive a B- or lower grade in any core course must repeat the course and receive a B or better grade. The student is not eligible to take courses requiring the failed course as a prerequisite, or earn hours towards the final project or thesis until the course deficiency is satisfied.
In Elective Courses: Students who earn less than a B in an elective course will be allowed to balance the grade with subsequent grades to maintain a cumulative GPA of 3.0. However, students who receive a B- or lower in a course will be asked to meet with their advisor to ensure that they are aware of Graduate School requirements and to determine if any remedial action is required.

GRADE POINT AVERAGE REQUIREMENT
Students must maintain an overall minimum 3.00 GPA to remain in good standing. Grades below 3.0 are not considered adequate at the graduate level.

COURSE REPEAT POLICY
Only two attempts to complete a required course will be permitted. Two unsuccessful attempts to complete a core required course will result in termination from the program. The last grade and credit hours for a repeated course are used in computing the grade point average and awarding credit hours for a degree. All attempts to take a course are recorded on a student’s transcript.

ACADEMIC PROBATION
Graduate students must maintain a cumulative GPA of 3.0. Students with GPAs below 3.0 are placed on probation and a hold is placed on subsequent registration. Students are required to confer with their advisor to develop a plan and timetable for elevating their GPA. If the advisor approves the plan, they should notify the MPH Director to release the GPA registration hold so that the student can register for the agreed upon course(s).

INCOMPLETE “I” GRADES
The mark of "I" (Incomplete) is given to a student when she or he has not completed all of the course work as planned for the term and when there is, in the judgement of the instructor, a reasonable probability that the student will complete the course successfully without again attending regular class sessions.

University grading policy states that a written contract should be signed by the student and instructor, specifying all work to be completed. In order to alleviate questions about incomplete courses and to assist students and instructors, the Office of the Registrar has prepared a Contract for Completion of Incomplete Coursework template. http://reg.wayne.edu/faculty/incomplete_contract.php or www.familymedicine.med.wayne.edu/mph < current students < forms.

GRADE APPEALS
It is the responsibility of the instructor to assign grades in accordance with his/her academic/professional judgment, and the student will need to assume the burden of proof in the process of appeal. The grounds for appeal are identified as: 1) the application of non-academic criteria in the grading process, as listed in the University’s Non-Discrimination and Affirmative Action Statute: race, color, sex, national origin, religion, age, sexual orientation, marital status, or handicap; 2) sexual harassment; and 3) evaluation of student work by criteria not directly reflective of performance relative to course requirements. http://wayne.edu/gradschool/policies/appeal-procedures/

Any questions relating to a grade for an individual component or the final grade for a course should first be directed to the instructor. If a formal appeal of the grade in question is to be initiated by a student it must be in writing within 30 calendar days following student’s receipt of the grade. If an appeal is not resolved at the instructor’s level, further appeals may be directed first to the MPH Director, then to the Office of the Department Chair, and finally to the Dean’s office. The instructor and each of the above appeal officers are required to respond in writing within 10 calendar days.

Students and faculty may contact the Ombudsperson at any time for assistance with any problem associated with a grade decision or grade appeal. ombudsoffice@wayne.edu or 313-577-3487
REGISTRATION PROCEDURES

REGISTRATION
Registration and scheduling are conducted via the website or in person at the Student Welcome Center (Warren and Woodward) (313) 577-3541. A student may not attend any class in which he/she is not officially registered. Some courses require instructor permission before registration. Please contact the FPH course instructor to arrange permission to enroll. The faculty will notify the MPH Office to provide a course admission override. Please note that students must contact the home department for overrides for non-FPH courses.

Registration Instructions
- Log into Academica at https://academica.aws.wayne.edu/
- Click on “Student Resources<Registration<Schedule of Classes
- Click on “Course Subjects”
- Click on Family Public Health (FPH - the acronym for our public health courses)
- Click on the desired FPH courses
- Click on “Add to Wish List”. Each time you add a class to the wish list, you will be invited to log-in to register. **Do not** log-in to register until you have added all of your classes to the wish list. Instead Click on Course Subjects (or the back button) to register for another class.
- When you are finished adding classes to your wish list, click “login to register” and follow instructions.
- Acknowledge deadline and responsibility for payment
- Review course selection for accuracy
- Click “Submit”.
- Contact Registration and Scheduling at 313-577-3541, or email at registrationhelp@wayne.edu, if you need assistance.

Adding and Dropping Classes
Students may register and drop and add classes using Academica through the first week of classes. During the second week of class, students email mphprogram@med.wayne.edu to be given departmental authorization to register. After this period, instructor approval and departmental authorization is required and registration requests should be emailed to registration@wayne.edu. Check the academic calendar at http://reg.wayne.edu/students/calendar.php for exact deadline dates for adding and dropping classes.

REGISTRATION HOLDS
Financial holds cannot be removed by the Department or School of Medicine administration. Please contact Student Accounts Receivable at 313-577-7709. For Academic and Candidacy Holds, e-mail MPHProgram@med.wayne.edu and copy your advisor. **Note:** Candidacy holds will occur if you have completed 12 credit hours of course work and have NOT yet filed a POW and petition for degree candidacy.

GRADUATE PERMIT TO REGISTER
Students who are in the process of applying to the Graduate School or an academic program but have not received permission to register may request temporary “Permit to Register” authorization. Permit to register requests must include a transcript that will be reviewed by the MPH Director and if approved, are valid for one semester only. Students requiring a student visa cannot use “Permit to Register” to enroll.

APPLICATION TO GRADUATE
Please email MPHProgram@med.wayne.edu as soon as you know the semester in which you expect to complete your degree. This will enable the final audit of your academic records. Each candidate must file an Application for Degree on Academica (< student resources < student records < Apply for Degree) no later than the date listed in the academic calendar. If an application was filed for a previous commencement period in which the student did not complete their program, a new application is necessary.
UNIVERSITY & GRADUATE SCHOOL POLICIES

The Wayne State University Graduate School website provides information on a) Graduate Level Scholarship; b) Graduate Student Academic Progress Guidelines; c) Graduate Course Repeat Policy; d) Grade and Academic Appeals Procedures.  [http://gradschool.wayne.edu/policies/index.php]

The Dean of Students Office (DOSO) website ([https://doso.wayne.edu/]) provides information on the Student Services below:

- Student Code of Conduct [https://doso.wayne.edu/conduct/student]
- Academic Integrity [https://doso.wayne.edu/conduct/academic-misconduct]
- Workplace Violence [http://doso.wayne.edu/assets/workplace-violence.pdf]
- Sexual Assault & Harassment [http://bog.wayne.edu/code/2_28_06.php]
- Guide to Dealing With Disruptive and Distressed Individuals [https://doso.wayne.edu/faculty-staff]
- Acceptable Use of Technology Resources [https://wayne.edu/policies/acceptable-use/]

STUDENT CODE OF CONDUCT

The primary purposes of the Student Code of Conduct are to promote campus civility and academic integrity and to provide a framework for the imposition of discipline in the University setting. As such it details “Student Rights and Responsibilities” as mandated by the university. Students are encouraged to visit the Dean of Students Office website to review WSU policies and procedures that include student code of conduct and academic integrity, scientific misconduct, and sexual harassment. [https://doso.wayne.edu/conduct/codeofconduct.pdf]

ACADEMIC INTEGRITY

All students are required to be familiar with the material relating to academic integrity (plagiarism and cheating) and consequences of associated student misconduct outlined at [https://doso.wayne.edu/conduct/academic-misconduct]. The Department of Family Medicine and Public Health Sciences views all acts of academic dishonesty, including cheating and plagiarism, as gross violations of appropriate student conduct and supports the use of disciplinary actions in response to all acts of dishonesty. The above listed website defines:

Cheating as: “intentionally using or attempting to use, or intentionally providing or attempting to provide, unauthorized materials, information or assistance in any academic exercise”.

Plagiarism as “taking and using another’s words or ideas as one’s own”.

Students are expected to represent their own work honestly and acknowledge the work of others according to accepted academic conventions. Violations of academic integrity include cheating, the use of unauthorized material on examinations, fabrication of term paper information and sources, improper assistance from others, and plagiarism.

When evidence of academic dishonesty is discovered, it will be handled and brought to closure according to University Policies and Procedures. Academic dishonesty may result in downgrading, or depending on the seriousness of the offense, may lead to sanctions ranging from disciplinary reprimand to probation, to suspension or possible expulsion from the university.

Guidelines to avoid plagiarism and inappropriate paraphrasing in written material using correct methods for citation and quotation are available at the WSU Dean of Students Office website at [https://doso.wayne.edu/conduct/academic-misconduct]. Additionally, the DHHS Office on Research Integrity (ORI) has published a “Guide to Ethical Writing”, available at: [http://ori.hhs.gov/avoiding-plagiarism-self-plagiarism-and-other-questionable-writing-practices-guide-ethical-writing]
Downloading all or sections of a paper from an electronic source (internet, CD’s, etc.) is a form of
plagiarism, as it is stealing another person’s words and ideas. Your paper must be in your own
words. Quoted material should be used sparingly. All directly-quoted phrases, sentences and sections of
another person’s writing must be in quotation marks, have the source (including page number) cited in the
body of the paper, and have the source fully reported as a reference at the end of the paper. (The articles
and text assigned by instructors often provides examples of how to properly cite sources). Without all
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a citation in text [author, year] with a complete reference listing at the end of the paper. Any direct or
indirect use of another person’s words without explicit attribution in the text and complete reference at
the end of the paper could result in a grade of zero for the assignment and/or a failing grade in the
course. Researchers frequently cite the work of others, but they should not paraphrase or extensively
quote these sources.

ACADEMIC AND RESEARCH ADVISORS

The following represent faculty who are currently available to be academic and/or research advisors:

Jennifer Beebe-Dimmer - MPH, PhD, with research interests in genetic epidemiology of genitourinary
cancers, obesity, metabolic syndrome and prostate cancers, and racial disparities in prostate cancer risk
and outcomes.

Juliann Binienda - PhD in Curriculum and Instruction, with research interests in end-of life care, curriculum
development, professional student development, medical education, and psychosocial aspects of health
and illness.

James Blessman - MD, MPH, with research interests in occupational safety and health issues.

Cathryn Bock - PhD in Epidemiological Sciences, with research interests in cancer and genetic epidemiology,
with a primary focus on prostate cancer and also esophageal and lung cancers.

Kimberly Campbell-Voytal - PhD in Anthropology (Medical), MSN in Adult Health, with research interests in
health services research, health behaviors (lifestyle), and chronic illness management (obesity; diabetes).

April Carcone – PhD, with research interests in qualitative and mixed methods research, communication
science, patient-provider communication, intervention research, and chronic illness self-management.

Michele Cote - MPH and PhD in Epidemiological Sciences, with research interests in cancer epidemiology
with a focus on cancer genomics related to lung, endometrial and pancreas cancers.

Deborah Ellis - PhD in child clinical psychology with research interests in family based interventions for
adolescents, implementation science, SMART trial design, treatment fidelity measurement, and research
ethics.

Samiran Ghosh - PhD, with research interests in statistical issues related to missing data, sample size and
bias in longitudinal clinical trials and health services, outcomes research and mental health.

Julie Gleason-Comstock - PhD in Educational Policy & Administration, with a concentration in Community
Education, with research interests in translational research and urban health disparities with emphasis on
the control of communicative diseases such as HIV/AIDS; and on health promotion to address tobacco and
drug use.

Theresa Hastert – PhD in epidemiology with research interests in oncology, public health and nutrition and
dietetics.

Samson Jamesdaniel - MD, PhD, with research interests in redox sensitive molecular mechanisms
underlying the adverse health impacts of noise, a pervasive environmental stressor.

James Janisse - PhD in Social Psychology, with research interests in the development and application of
new statistical tools for modeling dose-response relationships and non-linear developmental changes and
the estimation of critical points in these relationships.
Paul Kilgore - MD, MPH, with research interests in bacterial and viral infectious diseases across the lifespan including respiratory, diarrheal and hospital-acquired infections, multi-disciplinary population-based research in underserved communities, translational research, field evaluation of public health interventions, and evaluation of vaccines.

Todd Lucas - PhD in Psychology, with research interests in the psychological determinants of health with a focus on the ways in which cognition and emotion interact with social and situational variables to determine individual health.

Dawn Misra - PhD in Epidemiological Sciences, with research interests in racial and socioeconomic disparities in women’s and children’s health.

Victoria Neale - PhD in Social Psychology, MPH, with interests in practice-based research and research ethics.

Robert Podolsky - PhD, with an interest in statistical genomics and translational research.

Kristen Purrington – PhD with research interests in genetic epidemiology of triple negative breast cancer; biological determinants of mammographic density, racial disparities in triple negative breast cancer risk and survival.

Michael Rybak - PharmD, MPH, with research interests in infectious diseases and preserving the activity of antibiotics through antimicrobial stewardship best practice.

Kendra Schwartz - MD, MSPH in Epidemiology, with interests in health disparities, cancer control and prevention, and chronic disease management.

Dennis Tsilimingras - MD, MPH, with research interests in health services, patient safety and quality of care, and post-discharge adverse events.

Elizabeth Towner – PhD, with research interests in family-based, health behavior interventions for early childhood; dietary analyses (using tools like the ASA-24, conducting and analyzing dietary recalls); accelerometry; actigraphy.

Jinping Xu - MD, MS in Clinical Research Design and Statistical Analysis, with research interests in practice-based research, cancer screening and treatment decision making, and racial disparity in cancer treatment and outcome.

Samuel Zilioli – PhD in cognitive and neural sciences, with research interests in the bidirectional relationship between stress and emotion and endocrine function and in the interplay between psychosocial and biological factors in the context of socioeconomic status and racial health disparities.

MPH COURSE DESCRIPTIONS

FPH 7010 Seminar in Public Health. Cr. 1 Required of all MPH students. Introduction to basic public health concepts, functions, and activities through the discussion of current public health topics and issues. Topics change each year. (S)

FPH 7015 Biostatistics. Cr. 4 Required of all MPH students. Descriptive statistics; elementary probability; measures of central tendency and of dispersion; random samples; probability distributions including the binomial, the Poisson, the normal, the t, the chi-square, and the F; introduction to estimation and hypothesis testing; rates and vital statistics. Computer laboratory included. (Fall)

FPH 7020 Biostatistics 2. Cr. 3 Statistical models for health-related fields. Analysis of variance, experimental design, linear regression, logistic regression and proportional hazards models. Topic include simple and multivariable models, model fitting procedures, model diagnostics and multiple comparisons procedures. Application of these methods to health-related data. (Winter).

FPH 7100 Health Care Organization and Administration. Cr. 3 General overview of the U.S. health care system; social and organizational aspects of the delivery, financing, utilization, planning, and development of health care systems. (Winter, Spring/Summer)

FPH 7210 Research Methods for Health Professionals. Cr. 4 Coreq: FPH 7015 and FPH 7240. Required of all MPH students in the Public Health Practice concentration. Logic of research design; formulation of research problems and objectives; development of hypotheses, specification of variables; sampling;
random assignment; issues in measurement; data collection; sources of error; analyses. Computer laboratory included. (Fall)

FPH XXXX Applied Research Methods in Urban Public Health. Cr. 3 (under development) Focus on applying quantitative methods to multiple data sets to answer analytic questions. Completion of an individualized small project from hypothesis to methods to analysis and discussion that utilizes urban health focused data provided to students. Qualitative methods will be included. (Fall)

FPH 7230 Health Program Evaluation. Cr. 3 Required of all MPH students in the Public Health Practice concentration. Principles and application of program evaluation in health care fields. Design, implementation, and management of evaluations in health environments. (Fall)

FPH 7240 Epidemiology. Cr. 3 Required of all MPH students. Epidemiologist’s task list; research of problems without known etiology; infectious and non-infectious models; examination of current problems. (Fall)

FPH 7250 Applied Epidemiology. Cr. 3 Prereq: FPH 7240 and 7015. Required of all MPH students in the Public Health Practice concentration. Epidemiological principles, practice, and methodology as applied to researchable health delivery or health questions. Emphasis on design, conduct and analysis of non-experimental studies; student design of epidemiological study. (Winter)

FPH 7300 Health Care Policy. Cr. 3 Concepts, issues, and problems in health care policy; substantive information regarding policy formulation and content. (Spring/Summer)

FPH 7320 Social Basis of Health and Healthcare. Cr. 3 Required of all MPH students. Social, cultural, and psychological aspects of health and health-related behavior. Topics include: health prevention and promotion, relationship between stress and illness, health services utilization, patient-practitioner interactions, and coping with chronic illness. (Fall, Spring/Summer)

FPH XXXX Public Health Community Level Intervention Science. Cr. 3 (under development) Focus on intervention science for public health, with an emphasis on community and institutional interventions rather than individual level intervention. Includes community-based participatory research approaches. (Fall)

FPH 7350 Statistical Programming for Public Health Practice (SAS; R). Cr. 2-3 3 credit section open to PHM concentration only or permission of instructor. Statistical programming using R and SAS in public health. SAS topics include error checking, reading datasets, coding and formatting variables, writing reports, tables, and graphs. R topics include data visualization and analysis, numeric optimization and bootstrapping. (Spring/Summer)

FPH 7420 Principles of Environmental Health. Cr. 3 Required of all MPH students. Current environmental health issues that affect individuals at work and in their communities. Sources of chemical, physical, and biological agents; their associated health effects. Air pollution, exposure prevention, water and solid waste management, and occupational health and safety. Impact of environmental exposures on human health; case studies. (Winter)

FPH 7440 Practicum in Public Health. Cr. 3 Required of all MPH students. Offered for S and U grades only. Prereq: MPH-PHP core courses. MPH –BST Coreq: FPH 7010, FPH 7460, FPH 7480. Individual field experience in public health setting. Integration and synthesis of content and experiences of the public health courses; direct hands-on experience, with appropriate reporting mechanism. (Fall/Winter/Spring/Summer)

FPH 7760 Community Health Education. Cr. 3 Analysis of community health problems and change strategies for health promotion; application of principles and techniques of community health education to multiple ethnic groups and diverse health problems. (Summer)
FPH 7860 Principles of Occupational Health. Cr. 3 Current occupational health issues; interplay between work environment and worker health. Through case studies, students employ integrative approaches to ensure worker safety and to optimize worker health, well-being and performance. (Winter)

FPH 8990 Master’s Project. Cr. 3 Prereq: completion of all core and required concentration courses for MPH degree; written consent of department. All MPH students must complete three credits of FPH 8990. (Fall/Winter/Spring/Summer)

FPH 7990 Directed Studies in Public Health Practice. Cr. 1-3 Prereq: written consent of instructor. Individualized study of theory, research, or practice related to public health practice, health services systems, or policy development which supplements regular course offerings. (Fall/Winter/Spring/Summer)
APPENDICES

PROGRAM FACULTY

1. Primary Teaching Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Juliann Binienda, PhD</td>
<td><a href="mailto:jbinien@med.wayne.edu">jbinien@med.wayne.edu</a></td>
<td>313 577-5987</td>
</tr>
<tr>
<td>Kimberly Campbell-Voytal, PhD, MSN</td>
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<tr>
<td>April Carcone, PhD</td>
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<td>313-577-1128</td>
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2. Secondary Teaching Faculty

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<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
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<tr>
<td>David Bassett, PhD (Emeritus)</td>
<td><a href="mailto:dbassett@med.wayne.edu">dbassett@med.wayne.edu</a></td>
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</tr>
<tr>
<td>Talat Danish, MD, MD, FAAP</td>
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<tr>
<td>Michael Fritsch, PhD</td>
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</tr>
<tr>
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<td>Theresa Hastert, PhD</td>
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<tr>
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</tr>
<tr>
<td>Kristen Purrington, PhD</td>
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<td>Erin Ware, PhD</td>
<td><a href="mailto:ebakshis@umich.edu">ebakshis@umich.edu</a></td>
<td>734-615-9725</td>
</tr>
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</table>

3. Scientific Support Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
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<tr>
<td>Jennifer Beebe-Dimmer, PhD, MPH</td>
<td><a href="mailto:dimmerj@med.wayne.edu">dimmerj@med.wayne.edu</a></td>
<td>313 578-4209</td>
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<tr>
<td>James Blessman, MPH, MD</td>
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<td>Cathryn Bock, PhD</td>
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</tr>
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<td>Michele Cote, PhD</td>
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<td>313 578-4204</td>
</tr>
<tr>
<td>Paul Kilgore, MPH, MD</td>
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<td>313 577-1215</td>
</tr>
<tr>
<td>Michael Rybak, PharmD, MPH</td>
<td><a href="mailto:m.rybak@wayne.edu">m.rybak@wayne.edu</a></td>
<td>313 577-4376</td>
</tr>
<tr>
<td>Kendra Schwartz, MD, MSPH</td>
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<tr>
<td>Richard Severson, PhD (Emeritus)</td>
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<td>313 577-6852</td>
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<tr>
<td>Dennis Tsilimingras, MD, MPH</td>
<td><a href="mailto:dtsilimi@med.wayne.edu">dtsilimi@med.wayne.edu</a></td>
<td>313-577-5733</td>
</tr>
<tr>
<td>Jinping Xu, MD</td>
<td><a href="mailto:jxu@med.wayne.edu">jxu@med.wayne.edu</a></td>
<td>313.577-0244</td>
</tr>
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</table>

MPH PROGRAM:
Department of Family Medicine & Public Health Sciences
3939 Woodward Gardens (Room 312).
Detroit, MI 48201
Email: MPHProgram@med.wayne.edu
Phone: (313) 577-1051 Fax: (313) 577-2744
Appointments are preferred.
SAMPLE FORMS

MPH IN PUBLIC HEALTH METHODS IN URBAN PUBLIC HEALTH PLAN OF WORK

Instructions

- Complete this form in collaboration with your Academic Advisor.
- Review all general and departmental or college degree requirements published in WSU Bulletin and the student handbook.
- List chronologically all WSU credits earned or proposed which will apply toward fulfillment of degree requirements.
- Once you and your advisor have electronically signed this form, e-mail it to MPHProgram@med.wayne.edu to obtain the approval of our MPH Director.
- The School of Medicine will give final approval to your plan of work and mail a copy to you and your advisor.

Name: Joe Smith
ID No. 008352761
Address: 1313 Mockingbird Lane
City/State: Roseville Mi
Degree: MPH in UPH

COURSES COMPLETED & PROPOSED

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Please note that the MPH requires the minimum completion of 42 credit hours

TOTAL 37 6

PLAN OF WORK APPROVAL

APPROVED BY ADVISOR (Type Name): Jack Blue
Access ID: 6732
Date: January 20, 2018

APPROVED BY MPH PROGRAM
Access ID: 6732
Date: January 20, 2018

PETITION FOR CANDIDACY

On the basis that I have taken all entrance examinations and prerequisite courses specified, have presented my “MPH Plan of Work” and have given evidence of ability to pursue satisfactorily a program of graduate study, I hereby petition my advisor and the Graduate Office to be advanced to “Candidate” for the Master of Public Health in Methods in Urban Public Health.

APPLICANT’S/STUDENT’S SIGNATURE (Type Name): Joe Smith
Access ID: ao0823
Date: January 15, 2018

CANDIDACY RECOMMENDED BY ADVISOR (Type Name): Jack Blue
Access ID: 6732
Date: January 20, 2018

If the advisor cannot recommend candidacy at the time the “Plan” is presented, candidacy may be recommended by memorandum. In general, candidacy must be recommended before the student has completed eight credit hours and is in good academic standing.

CANDIDACY AUTHORIZED BY SOM GRADUATE OFFICE: _____________________________/ _______
MPH IN PUBLIC HEALTH PRACTICE (MPH-PHP) PLAN OF WORK

INSTRUCTIONS: Complete this form in collaboration with your Academic Advisor.
- Review all general and departmental or college degree requirements published in WSU Bulletin and the student handbook.
- List chronologically all WSU credits earned or proposed which will apply toward fulfillment of degree requirements.
- Once you and your advisor have electronically signed this form, e-mail it to MPHProgram@med.wayne.edu to obtain the approval of our MPH Director.
- The School of Medicine will give final approval to your plan of work and mail a copy to you and your advisor.

Name: Joe Smith
ID No. 000555321
Address: 1313 Mockingbird Lane
City/State Roseville, MI 48214
Degree: MPH in Public Health Practice (MPH-PHP)

COURSES COMPLETED & PROPOSED

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Please note that the MPH requires the minimum completion of 42 credit hours

Required Hours Total: 33
Elective Hours Total: 9

42

PLAN OF WORK APPROVAL
Typed Name and Access ID signifies approval

APPROVED BY ADVISOR (Type Name): Jack Blue
Access ID: ao0823
Date: January 20, 2018

APPROVED BY MPH PROGRAM
Access ID: ao0823

PETITION FOR CANDIDACY

On the basis that I have taken all entrance examinations and prerequisite courses specified, have presented my “MPH Plan of Work” and have given evidence of ability to pursue satisfactorily a program of graduate study, I hereby petition my advisor and the Graduate Office to be advanced to “Candidate” for the Master of Public Health in Public Health Practice.

APPLICANT’S/STUDENT’S SIGNATURE (Type Name): Joe Smith
Access ID: ao0828
Date: 1-14-18

CANDIDACY RECOMMENDED BY ADVISOR (Type Name): Jack Blue
Access ID: ao0823
Date: January 20, 2018

If the advisor cannot recommend candidacy at the time the “Plan” is presented, candidacy may be recommended by memorandum. In general, candidacy must be recommended before the student has completed eight credit hours and is in good academic standing.

CANDIDACY AUTHORIZED BY SOM GRADUATE OFFICE: ____________________________
School of Medicine Graduate Officer
Date

REV 20150120
BRIDGE GRADUATE CERTIFICATE in PUBLIC HEALTH PRACTICE (BGC-PHP) PLAN OF WORK

INSTRUCTIONS:
- Complete this form in collaboration with your Academic Advisor.
- Review all general and departmental or college degree requirements published in WSU Bulletin and the student handbook.
- List chronologically all WSU credits earned or proposed which will apply toward fulfillment of degree requirements.
- Once you and your advisor have electronically signed this form, e-mail it to MPHProgram@med.wayne.edu to obtain the approval of our MPH Director.
- The School of Medicine will give final approval to your plan of work and mail a copy to you and your advisor.

Name: Joe Smith  ID No. 000325989
Address 1313 Mockingbird Lane  City/State Roseville, MI 48214
Degree: BGC-PHP Graduate Certificate in Public Health Practice

COURSES COMPLETED & PROPOSED

<table>
<thead>
<tr>
<th>Term/Year</th>
<th>Dept-No</th>
<th>Title</th>
<th>Required Credit Hours</th>
<th>Elective Credit Hours</th>
<th>Total Program Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>F/2017</td>
<td>FPH 7320</td>
<td>Social Basis of Healthcare</td>
<td>3</td>
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<tr>
<td>F/2017</td>
<td>FPH 7240</td>
<td>Epidemiology</td>
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<tr>
<td>F/2017</td>
<td>FPH 7015</td>
<td>Biostatistics 1</td>
<td>4</td>
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<tr>
<td>W/2018</td>
<td>FPH 7420</td>
<td>Principles of Environmental Health</td>
<td>3</td>
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<tr>
<td>W/2018</td>
<td>FPH 7350</td>
<td>Statistical Programming</td>
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</table>

Please note that the BGC-PHP requires a minimum of 15 credit hours

Required Hours Total: 13
Elective Hours Total: 3

16

PLAN OF WORK APPROVAL
Typed Name and Access ID signifies approval

APPROVED BY ADVISOR (Type Name): Jack Blue  Access ID: ao0823  Date: January 15, 2018
APPROVED BY MPH PROGRAM  Access ID: Date:

PETITION FOR CANDIDACY

On the basis that I have taken all entrance examinations and prerequisite courses specified, have presented my “MPH Plan of Work” and have given evidence of ability to pursue satisfactorily a program of graduate study, I hereby petition my advisor and the Graduate Office to be advanced to “Candidate” for the Graduate Certificate in Public Health Practice.

APPLICANT’S/STUDENT’S SIGNATURE (Type Name): Joe Smith  Access ID: ee7821  Date: January 10, 2018
CANDIDACY RECOMMENDED BY ADVISOR (Type Name): Jack Blue  Access ID: ao0823  Date: January 15, 2018

If the advisor cannot recommend candidacy at the time the “Plan” is presented, candidacy may be recommended by memorandum. In general, candidacy must be recommended before the student has completed eight credit hours and is in good academic standing.

CANDIDACY AUTHORIZED BY SOM GRADUATE OFFICE: ______________________/______
School of Medicine Graduate Officer  Date
DEPARTMENT OF FAMILY MEDICINE AND PUBLIC HEALTH SCIENCES

Request for Change In Plan Of Work

INSTRUCTIONS
- Review all general and College or departmental degree requirements published in the WSU Bulletin and/or College and departmental publications.
- List course to be deleted from and/or added to the "Plan of Work" in the appropriate section and indicate the reason(s) for the proposed change(s).
- Change of Plan of Work forms should be submitted at least two weeks prior to registration for the term for which the changes apply.
- Once you and your advisor have electronically signed this form, e-mail it to MPHProgram@med.wayne.edu to obtain the approval of our MPH Director.

Name: __________________________ ID No. __________________________
Advisor: ________________________ Phone Number __________________________
Degree: (MPH-PHP, MD/MPH, GC-PHP) MD-MPH PHP

COURSES TO BE DELETED

<table>
<thead>
<tr>
<th>Term/Year</th>
<th>Dept &amp; No:</th>
<th>Course Title</th>
<th>Required Core Hrs</th>
<th>Elective Hrs</th>
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<tbody>
<tr>
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<td></td>
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</table>

COURSES TO BE ADDED

<table>
<thead>
<tr>
<th>Term/Year</th>
<th>Dept &amp; No:</th>
<th>Course Title</th>
<th>Required Core Hrs</th>
<th>Elective Hrs</th>
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</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Reason(s) for proposed change(s):

Total number of MPH Program hours after change: 42 (must = 42)

Typed name and access id signifies approval

<table>
<thead>
<tr>
<th>Applicant’s/Student’s Signature (Type Name):</th>
<th>Access ID</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADVISOR Approval (Sign or Type Name):</td>
<td>Access ID:</td>
<td>Date:</td>
</tr>
<tr>
<td>MPH Program: (Sign or Type Name):</td>
<td>Access ID:</td>
<td>Date:</td>
</tr>
</tbody>
</table>

Rev 20150918
FOUNDATION AND CONCENTRATION COMPETENCIES

Upon completion of the MPH degree, a student will have attained the following set of MPH Program Core Competencies:

- Apply evidence-based knowledge from the following areas to understanding and improving the health of the public:
  - Behavioral and social sciences
  - Biostatistics
  - Epidemiology
  - Environmental health
  - Health care organization

- Use appropriate research and analytical strategies to address public health issues.
- Communicate public health principles and findings to professional and community audiences using a variety of media and methodologies.
- Collaborate sensitively, professionally, and ethically with individuals from diverse cultural, ethnic, and socioeconomic backgrounds.
- Recognize dynamic interactions between human and social systems and how they affect relationships among individuals, groups, organizations, communities, and other structures.
- Demonstrate the ethical choices, values, and professional practices implicit in public health decisions, giving consideration to the effect of choices on community stewardship, equity, social justice, and accountability.

MPH in Public Health Practice Concentration Competencies (MPH-PHP)

- Integrates the social determinants of health in the design of interventions within public health systems.
- Applies core public health sciences (e.g., biostatistics, epidemiology, environmental health sciences, health services administration, social and behavioral sciences, and public health informatics) in the delivery of the 10 Essential Public Health Services.
  
  http://www.cdc.gov/nphpsp/essentialservices.html

- Advocates for policies, programs, and resources that improve health in a community.
- Demonstrates willingness to explore cultural elements and aspects that influence decision making by patients, self, and colleagues.
- Incorporates analytic public health skills to evaluate programs and reported studies in terms of rigor, importance, and relevance to professional practice.

MPH in Public Health Methods in Urban Health (MPH-PHM)

- Determines community specific trends from quantitative and qualitative data (risks and benefits to the community, health and resources, needs, etc.).
- Critiques selected policy options in relation to urban populations, using data and information (health, fiscal, administrative, legal, ethical, social, political).
- Accurately target the development, implementation and analyses of problems that directly affect urban populations.
- Understand the means of converting and translating the latest public health research findings into timely and effective knowledge, tools, applications and policies that improve and advance the health of urban populations.
- Identify approaches for conducting research projects in public health settings.
### ACADEMIC CALENDAR (2017-2018)

<table>
<thead>
<tr>
<th>Event</th>
<th>Fall 2017</th>
<th>Winter 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule of Classes Online</td>
<td>Mon Feb 27</td>
<td>Mon Oct 9</td>
</tr>
<tr>
<td>Priority Registration</td>
<td>Mon Mar 27- Sun Aug 20</td>
<td>Mon Oct 30 Sun Dec 31</td>
</tr>
<tr>
<td>Open Registration ($35.00 fee)</td>
<td>Mon Aug 21-Tue Aug 29</td>
<td>Mon Jan 1-Sun Jan 7</td>
</tr>
<tr>
<td>University Year Appointment Begin/End</td>
<td>Thu Aug 17</td>
<td>Mon May 15</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>Wed Aug 30</td>
<td>Mon Jan 8</td>
</tr>
<tr>
<td>Holiday - University Closed</td>
<td>Mon Sep 4</td>
<td>Mon Jan 15</td>
</tr>
<tr>
<td>Late registration and 1st Week Late Adds (LA over-ride needed)</td>
<td>Wed Aug 30 –Wed Sep 6</td>
<td>Mon Jan 8-Sun Jan 14</td>
</tr>
<tr>
<td>2nd Week Late Adds (LATE over-ride needed) Registration through MPH Office</td>
<td>Thu Sep 7-Wed Sep 13</td>
<td>Mon Jan 15-Mon Jan 22</td>
</tr>
<tr>
<td>Last Day to Drop w/ Tuition Cancellation</td>
<td>Wed Sep 13</td>
<td>Mon Jan 22</td>
</tr>
<tr>
<td>Dropped Courses Not on Record (Liable for Tuition)</td>
<td>Thu Sep 14-Wed Sep 27</td>
<td>Tue Jan 23-Sun Feb 4</td>
</tr>
<tr>
<td>Drop Course w/Instructor Approval. “Withdraw from a Class” on Academica. “Smart Check” required</td>
<td>Thu Sep 28-Sun Nov 12</td>
<td>Mon Feb 5 – Sun Mar 25</td>
</tr>
<tr>
<td>Degree Applications Due</td>
<td>Fri Sep 29</td>
<td>Fri Feb 9</td>
</tr>
<tr>
<td>Last Day to Withdraw</td>
<td>Sun Nov 12</td>
<td>Sun Mar 25</td>
</tr>
<tr>
<td>Holiday - No Classes</td>
<td>Wed Nov 22</td>
<td>Mon Mar 12-Sat Mar 17 (Sp Bk)</td>
</tr>
<tr>
<td>Holiday - University Closed</td>
<td>Thu Nov 23 – Sat Nov 25</td>
<td></td>
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<tr>
<td>Classes End</td>
<td>Mon Dec 11</td>
<td>Mon Apr 23</td>
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<tr>
<td>Commencement</td>
<td>Tue Dec 12</td>
<td>TBD</td>
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<tr>
<td>Study Day-Final Exams May Not Be Scheduled</td>
<td>Tue Dec 12</td>
<td>Tue Apr 24</td>
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<tr>
<td>Final Exams</td>
<td>Wed Dec 13-Tue Dec 19</td>
<td>Wed Apr 25-Tue May 1</td>
</tr>
<tr>
<td>Holiday University Closed</td>
<td>Fri Dec 25-Fri Jan 1</td>
<td></td>
</tr>
<tr>
<td>University Reopens After Semester Break</td>
<td></td>
<td>Spring/Summer 2016</td>
</tr>
<tr>
<td>Schedule of Classes online</td>
<td>Mon Jan 22</td>
<td>Spring 2016</td>
</tr>
<tr>
<td>Priority Registration</td>
<td>Mon Feb 5 - Sun May 6</td>
<td>Mon Feb 5 - Sun May 6</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>Mon May 7</td>
<td>Mon May 7</td>
</tr>
<tr>
<td>Late Registration</td>
<td>Mon May 7-Sun May 20</td>
<td>Mon May 7-Sun May 20</td>
</tr>
<tr>
<td>Last Day to Drop w/ Tuition Cancellation</td>
<td>Sun May 20</td>
<td>Sun May 13</td>
</tr>
<tr>
<td>Dropped Classes Not on Record (Liable for Tuition)</td>
<td>Mon May 21- Sun Jun 3</td>
<td>Mon May 14-Sun May 20</td>
</tr>
<tr>
<td>Holiday-University Closed</td>
<td>Monday May 28</td>
<td>Mon May 28</td>
</tr>
<tr>
<td>Day Scheduled as a Monday</td>
<td>Fri June 1</td>
<td>Fri June 1</td>
</tr>
<tr>
<td>Holiday-University Closed</td>
<td>Wed July 4</td>
<td>Wed July 4</td>
</tr>
<tr>
<td>Day Scheduled as a Wednesday</td>
<td>Friday, July 6</td>
<td>Friday, July 6</td>
</tr>
<tr>
<td>Drop Course w/Instructor Approval. “Withdraw from a Class” on Academica. “Smart Check” required</td>
<td>Mon Jun 4-Sun Jul 15</td>
<td>Mon May 21 –Sun Jun 10</td>
</tr>
<tr>
<td>Degree Applications Due</td>
<td>Fri June 8</td>
<td>Fri June 8</td>
</tr>
<tr>
<td>Last Day to Request Course Withdrawal</td>
<td>Sun Jul 15</td>
<td>Sun Jun 10</td>
</tr>
<tr>
<td>Classes End</td>
<td>Fri Jul 27</td>
<td>Fri Jun 22</td>
</tr>
<tr>
<td>Study Day Final Exams May Not Be Scheduled</td>
<td>Sat Jul 28</td>
<td>Sat Jun 23</td>
</tr>
<tr>
<td>Final Exams</td>
<td>Mon Jul 30 –Thu Aug 2</td>
<td>Mon Jun 25-Tue Jun 26</td>
</tr>
</tbody>
</table>

### USEFUL CONTACT INFORMATION
The Department of Family Medicine & Public Health Sciences
3939 Woodward, Room 312
Wayne State University School of Medicine
Detroit, MI 48201

website: http://www.familymedicine.med.wayne.edu/mph