Wayne State University School of Medicine  
Department of Family Medicine & Public Health Sciences  
Masters of Public Health Program  
FPH7440: Public Health Practicum

Semester: Winter, 2017  
Credits: 3 credits; 135 hours  
Practicum Director: Juliann Binienda, PhD  
Department of Family Medicine and Public Health Sciences  
Phone: 313-577-5987  
Email: mphpracticum@med.wayne.edu  
Office Hours: By appointment

**Note**: Permission to register for this course must be obtained from the Academic Advisor, Practicum Director and the Department of Family Medicine and Public Health Sciences in the semester **prior** to beginning the practicum placement. Enrollment in the preferred semester cannot be guaranteed unless plans are finalized in the preceding semester.

**MPH Course Pre- and Co-requisites**

All MPH students must have **successfully completed** the required core course prerequisites prior to enrolling in the Practicum course:

- FPH 7010 Seminar in Public Health  
- FPH 7015 Biostatistics I (*PHP Concentration only)  
- FPH 7240 Epidemiology I  
- FPH 7420 Principles of Environmental Health  
- FPH 7100 Health Care Administration and Organization  
- FPH 7320 Social and Cultural Basis of Health and Health Care

MPH students in the Biostatistics track are **also required** to complete all of the concentration courses before enrolling, including:

- FPH 7150 Probability and Inference  
- FPH 7160 Linear Regression and ANOVA  
- FPH 7340 Generalized Linear Models and Categorical Data  
- FPH 7350 Programming for Public Health Practice

MPH students in the Public Health Practice track are **encouraged, but not required**, to complete the following concentration courses before enrolling. These courses can be taken as co-requisites with the Practicum:

- FPH 7230 Health Program Evaluation  
- FPH 7210 Research Methods for Health Professionals  
- FPH 7250 Applied Epidemiology

In addition to completing prerequisite coursework, all students must complete and submit proof of the following to their Academic Advisor prior to registration:

a. WSUSOM HIPAA training modules  
b. Necessary health forms (Health Clearance Form including recent TB test results)  
c. Current resume or CV

Students should consult with their academic advisor with any questions or concerns about pre- and co-requisites.
Competencies and Course Learning Objectives

The Practicum course is a practice-based experience that provides a diverse educational endeavor unique to students based on their own interests. Students who successfully complete this course will be able to demonstrate the application of public health concepts through a practice experience that is relevant to the core competencies of the program and areas of specialization (see Table 1).

Students will achieve the course learning objectives by demonstrating learning in, **AND** the application of, public health practice skills, as established by the Council on Linkages Between Academia and Public Health Practice Core Competencies. Specific learning objectives and competencies attained will vary by student.

As part of the Learning Contract, students will identify practice skills (Tier II only) and link them to **at least two core AND at least two concentration competencies** (see MPH handbook for the list of core and concentration competencies). The full list of practice skills is available in the publication Core Competencies for Public Health Professionals at: http://www.phf.org/resources/tools/Documents/Core_Competencies_for_Public_Health_Professionals_2014June.pdf

Assessment and Grading

Grading for this course is either Satisfactory/Unsatisfactory. Student grades will be based on:

- Completion of a minimum of 135 contact hours
- Completion of all deliverables, including: Learning Contract, Midpoint Review, Summary Report, Abstract, Poster Presentation, and Evaluations
- Achieving an Overall Performance Score of **3 or above** on the Site Preceptor Evaluation;
- Achieving a score of **3 or above** on the Executive Summary/Data Report score from the Practicum Director Evaluation;
- Achieving a Practicum Poster score of **3 or above** on the Practicum Director Evaluation;
- Documented attendance at two Professional Development Activities, and;
- Participation in a close out meeting with the Practicum Director.

The Performance Rating Scale Rubric

The Performance Rating Scale is the standard rating scale for Practicum deliverables.

**Score 5: Exceptional:** Performance far exceeded expectations due to exceptionally high quality of work performed in all essential areas, resulting in a superior overall quality of work; and, either 1) included the completion of a major goal or project, or 2) made an exceptional or unique contribution to the program/project at the Practicum Site.

**Score 4: Exceeds expectations:** Performance consistently exceeded expectations in all essential areas and the quality of work overall was excellent.

**Score 3: Meets expectations:** Performance consistently met expectations in all essential areas of responsibility, at times possibly exceeding expectations, and the quality of work overall was very good.

**Score 2: Improvement needed:** Performance did not consistently meet expectations – performance failed to meet expectations in one or more essential areas, and/or one or more of the most critical goals were not met.

**Score 1: Unsatisfactory:** Performance was consistently below expectations in most essential areas of responsibility, and/or reasonable progress toward critical goals was not made. Significant improvement is needed in one or more important areas.

**Score N/A:** No opportunity to observe.
Table 1: Competencies Linked to Learning Objectives

<table>
<thead>
<tr>
<th>MPH Core Competencies</th>
<th>Concentration Competencies</th>
<th>Practicum Course Learning Objectives</th>
<th>Student-Developed Learning Objectives</th>
<th>Assessment</th>
<th>Measurement</th>
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<tr>
<td>I. Apply evidence-based knowledge from behavioral sciences, biostatistics, epidemiology, environmental health, and health care org to understanding and improving the health of the public</td>
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<td>Demonstrate learning AND application in:</td>
<td>1) Site Preceptor Evaluation</td>
<td>1) Overall Performance Score score rated at a 3 or above on Site Preceptor Evaluation</td>
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<td>II. Use appropriate research and analytical strategies to address public health issues</td>
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<td>a) Analytics and Assessment Skills;</td>
<td>2) Executive summary/Data Report score rated at a 3 or above on Practicum Director Evaluation</td>
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<td>III. Communicate public health principles and findings to professional and community audiences using a variety of media and methodologies</td>
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<td>b) Policy Development and Program Planning Skills;</td>
<td>3) Practicum Director Evaluation</td>
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<td>IV. Collaborate sensitively, professionally and ethically with individuals from diverse cultural, ethnic, and socioeconomic backgrounds</td>
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<td>c) Communication Skills;</td>
<td>4) Professional Development Activities</td>
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<td>V. Recognize dynamic interactions between human and social systems and how they affect relationships among individuals, groups, orgs, communities and other structures</td>
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<td></td>
<td>d) Cultural Competency Skills;</td>
<td>5) Completion of all deliverables</td>
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<td>VI. Demonstrate the ethical choices, values and professional practices implicit in public health giving consideration to the effect of choices on community stewardship, equity, social justice, and accountability</td>
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<td>e) Community Dimensions of Practice Skills,</td>
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<td>f) Public Health Science Skills;</td>
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<td>g) Financial Planning and Management Skills, or;</td>
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<td>h) Leadership and Systems Thinking Skills</td>
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Course Fees
The Practicum concludes with a poster presentation at a departmental showcase. Posters should be printed 3’x4’ on basic paper (in color). Printing a poster this size on basic paper currently costs $24.00. All posters should use the SOM templates available on the Biomedical Communications website (http://www.med.wayne.edu/biomedcom/index.html).

Course Requirements & Assignments
All students should review the Practicum Guidebook for Students for details on course requirements and sample forms. The guidebook is available for download on the MPH Program website. The guidebook will provide all of the steps necessary for successful completion of the course.
Course Overview

1. Selection and Registration: Students are responsible for finding an appropriate Practicum experience, with support from their Academic Advisor, faculty and the Practicum Director. Please review the Practicum Placement Guide in the Practicum Directors office for a list of potential placement opportunities. This process can be a time consuming endeavor. Students should begin this process no later than the semester before they intend to register.

   □ Meet with Academic Advisor to discuss practicum pre-requisites and complete the Practicum Approval Form.

   □ Meet with the Practicum Director to discuss site and preceptor.

   □ Identify a Practicum opportunity and Site Preceptor (someone at the host organization).
     o If your practicum site is a new WSUSOM MPH practicum site, submit a Practicum Site Placement Form via Blackboard.
     o If your Site Preceptor is a new preceptor in the WSUSOM MPH Program, have them complete the Site Preceptor Application and notify the Practicum Director.

   □ Submit a Practicum Approval Form, current CV/résumé, CITI Certification and the TB clearance (Health Appraisal Form) to your advisor for initial approval. Once all of the above is completed, the advisor will sign and forward the signed form to the MPH Program Office to open registration (with a copy to the student). Electronic signatures will be accepted and are encouraged.

   □ Register for your Practicum. ALL students must officially register for their Practicum. Submit signed Practicum Approval Form and current CV/résumé to the Practicum Director via Blackboard.

2. Learning Contract: This document establishes the expectations, deliverables and timeline before the start of the Practicum.

   □ Meet with Site Preceptor to discuss and develop a Learning Contract including the Scope of Work. Submit a draft to the Practicum Director via Blackboard. Learning Contract guidelines are available in the Practicum Guidebook.

   □ Meet with the Practicum Director to discuss and refine the Learning Contract. Review edited Learning Contract with Site Preceptor and obtain approval signature.

   □ Submit the signed Learning Contract to the Practicum Director via Blackboard within 2 weeks of the Practicum start date.

   □ Practicum Director approves Learning Contract via Blackboard.

3. Midpoint Review

   □ Halfway through the Practicum, meet with the Site Preceptor to discuss practicum progress.

   □ Summarize the review on the Midpoint Review Form and make any necessary updates and/or adjustments to the Scope of Work, if necessary. If there are no significant changes to the fidelity of the contract, please state. Review the document with the Site Preceptor and obtain approval signature.
☐ Submit the signed **Midpoint Review Form** to the Practice Director via Blackboard within 1 week.

4. **Executive Summary (PHP Only) or Summary Data Report (Biostatistics Only)**

☐ Submit an **Executive Summary or Summary Data Report** (no more than 2 pages) of the practicum experience to the Practicum Director online via Blackboard **AND** to the Site Preceptor **at least 1 week prior** to the scheduled Practicum Showcase. Executive Summary and Summary Report guidelines are available in the Practicum Guidebook.

5. **Abstract**

☐ Submit a draft Abstract (250 words or less) using the **Practicum Abstract Form** to the Practicum Director via Blackboard. The Practicum Director will provide feedback and approve abstract. Abstract Guidelines are available in the Practicum Guidebook.

☐ Submit the final **Practicum Abstract Form** of the practicum experience via Blackboard **at least 1 week prior** to the scheduled Practicum Showcase. The Practicum Director will publish all abstracts in the Practicum Showcase Book.

6. **Practicum Poster & Practicum Showcase**

☐ Submit a **Practicum Poster** to the Practicum Director at least 48 hours **prior** to the Practicum Showcase. Practicum poster guidelines are available in the Practicum Guidebook.

☐ Attend the Practicum Showcase event to present the poster.

7. **Evaluations**

☐ Submit completed **Student Evaluation of Practicum Form** online via Qualtrics after the completion of the Practicum.

☐ Remind the Site Preceptor to complete the **Site Preceptor Evaluation of Practicum Student** online via Qualtrics. Arrange to meet with Practicum Director to review the evaluation and to close out the Learning Contract.

8. **Public Health Workshops, Professional Development and/or Volunteer Activities: This is an opportunity to fill any public health practice competency gaps in experience.**

☐ Identify **at least two (2)** Public Health Skills Workshops, Professional Development Seminars and/or community-based public health volunteer activities by the end of the practicum course. Find the list of current workshops and volunteer opportunities on the MPH Program website at [http://www.familymedicine.med.wayne.edu/mph/](http://www.familymedicine.med.wayne.edu/mph/). Volunteer opportunities will also be posted outside of the Practicum Directors office. *Do not wait until the end of the practicum to complete this requirement!*

☐ Submit a **Professional Development/Volunteer Opportunity Form** to the Academic Advisor or the Practicum Director for approval **PRIOR** to attending the event(s).

☐ Attend **at least two (2)** Public Health Skills Workshops, Professional Development Seminars and/or community-based public health volunteer activities.
Submit the completed Professional Development/Volunteer Opportunity Form to the Practicum Director via Blackboard.

**Evaluation**

Students will evaluate the site, the Site Preceptor, Practicum Director and the practicum course. The Site Preceptor will also complete an evaluation on student performance. Standardized forms will be used to conduct these formal evaluations and are available for review in the Practicum Guidebook and on the MPH website. All evaluations will be completed online.

**Department of Family Medicine and Public Health Sciences: Academic Integrity Statement**

The Department of Family Medicine and Public Health Sciences view 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.

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 and 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.

Downloading all of a paper 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. The paper must be in the student’s 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 we have assigned provide examples of how to properly cite sources.) **Without all three [quotation marks, citation with page number, and complete reference], quoted material will be considered intentionally plagiarized.**

If students summarize or paraphrase another author’s ideas in a paper or presentation, do not use quotation marks but acknowledge the author with a citation in text [author, year] and a complete reference at the end of the paper (again, use papers assigned in class as examples). 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 extensively quote or paraphrase these sources.