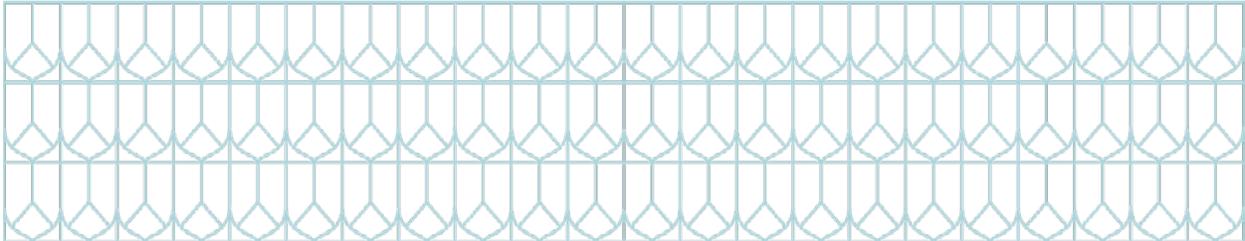




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Public Health
Student Manual
2021 - 2022

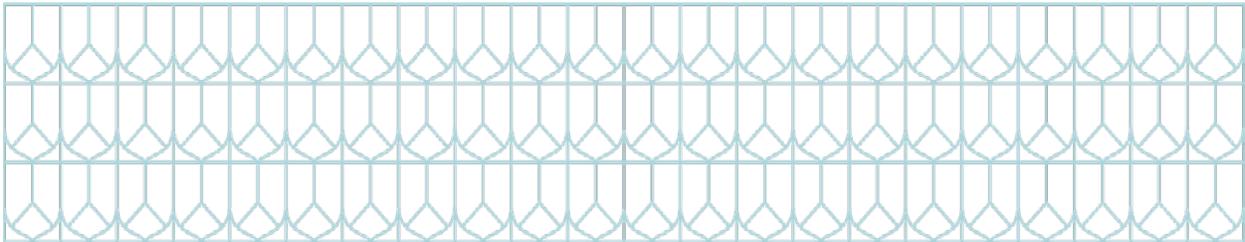


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PUBLIC HEALTH FRAMEWORK

The broad mission of public health is to “enhance health in human populations, through organized community effort” (Council on Education for Public Health, 1978) and to fulfill “society’s interest in assuring conditions in which persons can be healthy” (*The Future of Public Health, 1988*).

Public health engages both private and public organizations and individuals in accomplishing this mission. Responsibilities encompass preventing epidemics and the spread of disease, protecting against environmental hazards, preventing injuries, encouraging healthy behavior, helping communities to recover from disasters, and ensuring the quality and accessibility of health services.

The core functions of public health include assessment, policy development, and assurance that public health services are provided to the community (*The Future of Public Health, 1988*).

Environmental health, occupational health and safety, mental health, and substance abuse are integral parts of public health. Service providers, such as managed care organizations, hospitals, nonprofit corporations, schools, faith organizations, and businesses, also are an integral part of the public health infrastructure in many communities (Healthy People 2010).

The Essential Services of Public Health (Public Health Functions Project, 1995) are:

- Monitor health status to identify community health problems
- Diagnose and investigate health problems and health hazards in the community
- Inform, educate, and empower people about health issues
- Mobilize community partnerships to identify and solve health problems
- Develop policies and plans that support individual and community health efforts
- Enforce laws and regulations that protect health and ensure safety
- Link people to needed personal health services and assure the provision of health care when otherwise unavailable
- Assure a competent public health and personal health care workforce
- Evaluate effectiveness, accessibility, and quality of personal and population-based health services
- Research for new insights and innovative solutions to health problems

ABOUT THE PROGRAM

Vision

The Vision of the M.P.H. Program is to be the first choice for those interested in practicing real world – real time public health. The faculty includes experienced practitioners who take a personal interest in each student and create a professional learning environment through teaching, research and service. Graduates of the program make significant contributions to the field of public health in a variety of settings.

Mission

The Mission of the **M.P.H.** Program at Benedictine University is to provide a high quality, competency-based, and accessible educational experience to prepare graduate students to enhance health in human populations through organized community effort within a global context. Our mission is accomplished by educating the future and current public health workforce; conducting research to address public health problems; and providing opportunities for community service.

The Program's mission is carried out within the context of the mission of Benedictine University. The University is dedicated to the education of undergraduate and graduate students from diverse ethnic, racial and religious backgrounds. As an academic community committed to liberal arts and professional education distinguished and guided by our Roman Catholic tradition and [Benedictine heritage](#), we prepare our students for a lifetime as active, informed and responsible citizens and leaders in the world community.

The M.P.H. Program is accredited by the [Council on Education for Public Health \(CEPH\)](#).

The Program has adopted a set of competencies based on those developed by CEPH as the primary measure against which student achievement is measured. The M.P.H. curriculum, course learning objectives, and internship/capstone experience reflect the importance of the M.P.H. Competencies as the essential outcome of the student's graduate education in public health at Benedictine University.

Benedictine University offers a generalist Master of Public Health degree based on the following competencies.

M.P.H. Competencies: What the Master of Public Health Graduate Knows and Can Do in the Public Health Field

Evidence-based Approaches to Public Health

1. Apply epidemiological methods to the breadth of settings and situations in public health practice
2. Select quantitative and qualitative data collection methods appropriate for a given public health context
3. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate
4. Interpret results of data analysis for public health research, policy or practice

Public Health & Health Care Systems

5. Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings
6. Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels

Planning & Management to Promote Health

7. Assess population needs, assets and capacities that affect communities' health
8. Apply awareness of cultural values and practices to the design or implementation of public health policies or programs

9. Design a population-based policy, program, project or intervention
10. Explain basic principles and tools of budget and resource management
11. Select methods to evaluate public health programs

Policy in Public Health

12. Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence
13. Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes
14. Advocate for political, social or economic policies and programs that will improve health in diverse populations
15. Evaluate policies for their impact on public health and health equity

Leadership

16. Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making
17. Apply negotiation and mediation skills to address organizational or community challenges

Communication

18. Select communication strategies for different audiences and sectors
19. Communicate audience-appropriate public health content, both in writing and through oral presentation
20. Describe the importance of cultural competence in communicating public health content

Interprofessional Practice

21. Perform effectively on interprofessional teams

Systems Thinking

22. Apply systems thinking tools to a public health issue

PUBLIC HEALTH CURRICULUM OVERVIEW

The program is designed to meet the needs of a variety of students by offering generalist M.P.H. degree certificates in specialized areas, and dual degrees with master's level programs in business administration (MPH/MBA) and organizational behavior (MPH/MSMOB).

The year-round program is offered in three semesters per year (Fall, Spring, Summer), with two 8-week terms per semester (Fall I, Fall II, Spring I, Spring II, Summer I, and Summer II). Each course is 1 term (8 weeks).

Students are admitted to either the online or on-campus program, or the program in Dalian, China. All courses are offered in an online format for the 2021-22 academic year. Unless otherwise noted, all courses are run asynchronously. Any "live" or virtual class meetings will vary per course, and will be announced by the instructor at the start of the course. Unless otherwise noted, live/virtual meeting attendance is not mandatory, but strongly encouraged.

M.P.H. Degree - Curriculum

The generalist M.P.H. degree prepares students to be public health practitioners who draw on knowledge and skills from a variety of disciplines. The foundation (core) coursework in biostatistics, epidemiology, management, policy, behavioral and social aspects of public health, environmental health, and biology, provides a scientific and practical base for public health practice. Elective courses may be taken in a variety of areas such as health education, finance, law, and information technology or in other programs such as psychology, business, information systems, nutrition and wellness. The M.P.H. degree can be applied in a variety of settings and positions. A few examples are administration of private health organizations, social service or public health agencies at the local, state, national, and international levels; managers, planners, evaluators or practitioners in community or workplace health promotion programs; and epidemiologists working on cancer surveillance or in the pharmaceutical industry. Current and future health professionals in medicine, nursing, dentistry, or pharmacy find the M.P.H degree provides them with a broader perspective and additional skills to complement their primary disciplines.

The M.P.H. degree requires 43 semester hours, which includes 27 quarter credit hours of foundation (core) courses; 9 quarter credit hours of elective courses; a 3-hour capstone course (PBHL 6898); and an internship/practicum experience of 4 credit hours (240 contact hours). Students who began the program prior to May 2021 and have continued the program into the 2021-22 academic year will have a blend of quarter and semester hours. All M.P.H. students need 14 courses to graduate (9 core/foundation courses, 3 electives, the capstone course, and the internship course).

Dual-degree students will have different curricular requirements for the dual degree. Students earning the MPH/MBA and MPH/MSMOB degrees will be required to take all MPH core/foundation courses, the capstone course, and the internship course (11 courses). Electives are determined based on the student's dual-degree options. Students will consult with the College of Business advisors for more information about their management-based degree requirements.

Culminating Experience

The culminating experience (capstone course and internship course) gives students the opportunity to integrate knowledge and competencies acquired through the curriculum and apply this approach to real public health problems and practice.

PBHL 6898-Community Health Analysis and PBHL 6899 MPH Internship are the two courses required to complete the culminating experience.

- 1) PBHL 6898 Community Health Analysis is taken after successful completion of all MPH core courses. It is recommended that students take electives prior to taking PBHL 6898, when possible. In PBHL 6898, students will conduct an in-depth analysis of health-related factors for a defined population(s) or community of interest, synthesizing and integrating knowledge acquired in previous coursework to resolve a significant public health problem. The final work product is a 25-30 page paper.
- 2) PBHL 6899 MPH Internship is taken after successful completion of all courses in the program, with the pre-requisite of PBHL 6898. Students should begin planning for their internship prior to taking PBHL 6898. Students should plan to submit documentation to the internship coordinator in the term prior to starting the internship. The internship should provide students the opportunity to demonstrate knowledge and competencies acquired through coursework in a real work setting.

Internships are frequently unpaid. Many students are able to work at regular jobs and complete the 240 contact hours required for the internship on a part-time basis. This often requires some flexibility in one's regular job. Internships may be completed during the initial course, with extensions offered for those needing additional time. Internship coordinators work with students on an individual basis. Students must complete a minimum of 240 hours in an approved site; write a 10-page reflection/summary paper describing specific competencies and coursework fulfilled in the practice setting, and do an oral presentation.

A student must complete a minimum of 24 semester credit hours of coursework at Benedictine University at the 500 level or above. This requirement is known as the academic residency requirement. For students in dual degree programs, the residency requirement is 48 semester credit hours. Students who are transferring graduate-level credit hours must adhere to the residency requirement.

Students may complete the required credit hours in approximately two years or more part-time, or potentially faster if going full-time (5 courses per semester, including the internship course). Dual degree programs require additional time to complete. Students must complete the M.P.H. degree within six years of starting the program. At-large students who wish to fully matriculate into the degree program may do so after taking their 3rd course.

Courses designated as foundation/core courses, as identified in the course catalog, require a grade of 'B' or higher to be considered as counting toward graduation/certificate requirements. All core/foundation courses with a grade below 'C' must be repeated for the course to apply toward graduation and/or certificate requirements. Students taking courses designated as "electives" can earn a grade of 'C' without being repeated. Students seeking certificates who receive a 'C' in an elective must have a cumulative grade of 3.000 in the required certificate courses in order to earn the certificate.

CERTIFICATES AND DUAL DEGREE PROGRAMS

Public Health Certificate Programs

Certificates are offered to persons who are interested in acquiring a specialized set of skills and may or may not choose to continue in a degree program. Certificates offered in Health Management and Policy, Health Education and Promotion, and Disaster Management appeal to mid-career professionals and to students new to the field of public health. Hours earned in certificate programs are transferrable to the M.P.H. degree program if the student meets degree admission requirements. Certificates are not concentrations, nor are the certifications, and should not be treated as such. Certificates are a set of skills for non-degree seeking students, or for degree-seeking students to focus on a small subset of skills.

The **Certificate in Health Management and Policy** is designed for those who are currently working in management positions or at the policy level or to those who would like to move into administrative positions.

The **Certificate in Health Education and Promotion** provides or strengthens the skill sets of persons interested in improving the health of communities through a population-based approach.

The **Certificate in Epidemiology** combines the fundamental skills and competencies acquired in biostatistics, epidemiology, and methods of research and provides an interactive, hands-on experience in

actual study design, development of survey instruments, and collection, analysis, and reporting of real data.

The **Certificate in Emergency Preparedness** provides the skills necessary to meet the challenge of planning for, mitigating, and recovering from natural and manmade disasters. *Available only to students admitted prior to Fall 2018.*

M.P.H. Dual Degree Programs

Dual degree options prepare students to take leadership roles and pursue a myriad of career opportunities. The Master of Public Health (M.P.H.) program at Benedictine University offers dual degree options with an Master of Business Administration (M.B.A.) and Master of Science in Management and Organizational Behavior (MSMOB).

The **M.P.H. / M.B.A.** dual degree adds to the M.P.H. program the comprehensive business core of the Master of Business Administration program. This dual degree program results in both the M.P.H. and the M.B.A. degrees. *Please discuss course and credit hour requirements with advisors.*

The **M.P.H. / M.S. in Management and Organizational Behavior** dual degree program enhances the M.P.H. curriculum with coursework focusing on organizational management and human resource skills. This dual degree program results in both the M.P.H. and the M.S. in Management and Organizational Behavior degrees. *Please discuss course and credit hour requirements with advisors.*

ADMISSION REQUIREMENTS TO THE M.P.H. DEGREE PROGRAM

Application to the M.P.H. program can be viewed at <https://www.ben.edu/admissions/adult-graduate/index.cfm> through [the Office of Graduate Admissions](#).

Applicants for the M.P.H. program must submit, as a minimum, the following:

- ❖ An official transcript demonstrating successful completion of the bachelor's degree or higher conferred by a regionally accredited institution of higher education or recognized formal institution.
- ❖ Two letters of recommendation from individuals familiar with the applicant's professional or academic work, excluding family or personal friends.
- ❖ For international applicants: a minimum TOEFL test score of 600 on paper-based test or a score of 250 on the computer-based test or degree confirmation from an institution of higher learning whose language of instruction is English.
- ❖ Essay describing the candidate's career path.
- ❖ Optional: Applicants may submit scores from GRE, MAT, GMAT, LSAT, DAT or other graduate professional exams. Professional licensure exams may not be used.

- ❖ Pending review of the application materials, applicants with an undergraduate GPA between 2.75 and 3.50 may be admitted without consideration of graduate professional exam scores. Students with a GPA under 2.75 may be admitted conditionally. Conditional admission means that the student must complete their first 3 courses with a grade of 'B' or better without retakes. If a conditional student fails to complete this requirement, they can be dismissed for failure to meet academic requirements without the usual process of dismissal.
- ❖ For conditional admission to convert to regular admission: the student must complete each of the following courses with a 'B' or better without retakes:
 - PBHL 5501 Introduction to Public Health
 - PBHL 6200 Health Behavior Theory
 - PBHL 5504 Introduction to Epidemiology OR PBHL 5502 Data Analytics
- ❖ Applicants with an undergraduate GPA below 2.75 may be asked to submit additional materials (e.g., additional essay, interview with faculty, professional portfolio, GRE/GMAT scores, etc.). If admitted as a conditional student, they must complete each of the following courses with a 'B' or better, with no retakes:
 - PBHL 5501 Introduction to Public Health
 - PBHL 6200 Health Behavior Theory
 - PBHL 5504 Introduction to Epidemiology OR PBHL 5502 Data Analytics
- ❖ Based upon circumstances, additional conditions of admission may apply and will be explained to applicants on a case-by-case basis.

ADMISSION TO PUBLIC HEALTH CERTIFICATE PROGRAMS

Applicants must demonstrate proof of a baccalaureate degree from a regionally accredited college or university and must meet with a M.P.H. Program Advisor prior to registering and upon completion of the certificate courses. M.P.H. degree students may declare their intention for a certificate initially, or after matriculation into the program. A minimum grade point average of 3.000 in certificate-applicable coursework is required to receive a certificate.

ADMISSION TO DUAL DEGREE PROGRAMS

Applicants must meet the requirements for the M.P.H. Degree Program and also the requirements for the second degree program.

COURSE CREDIT TRANSFERS AND WAIVERS

REQUEST FOR COURSE CREDIT TRANSFERS

Students who have taken graduate-level public health courses at other institutions may apply for transfer credit. Courses must be equivalent, as determined by M.P.H. faculty, in order for the credit to be approved. Only graduate coursework will be approved for credit – no undergraduate coursework is considered. Courses can be transferred for foundation/core courses as well as electives. Credit hours for the capstone course (PBHL 6898) or the MPH Internship course (PBHL 6899) will not be considered. A maximum of 5 courses (15 credit hours) can be transferred.

Students requesting transfer credit for equivalent graduate coursework must demonstrate sufficient knowledge and competency in the equivalent subjects, with a grade of 'B' or better. The course must have been completed within the previous five years at the graduate level (no undergraduate courses accepted), as evidenced from an official transcript from an accredited institution. Upon faculty review and approval, transfer credits can be given for core courses as well as electives. Students must provide the syllabus/syllabi for coursework that contains weekly topics and assignments. *Transfer Credits must be reviewed by faculty and approved by the Department Chair.*

REQUEST FOR COURSE WAIVERS

A waiver allows a student to be waived out of a specific course. Because the M.P.H. program is very specific, course waivers are typically not provided in the program. In special circumstances, a waiver can be approved by the Department Chair. In the event that a waiver is approved, the student must make up those course requirements by taking MPH elective courses in order to obtain sufficient credit hours to fulfill degree requirements.

Students requesting waivers for courses must demonstrate sufficient knowledge and competency in the subjects with a grade of 'B' or better, based on evaluation of course equivalency obtained within the past seven years. Students must provide the syllabus for previous work and the student may be required to pass a qualifying exam. Waivers are typically not given, as students do not receive credits for waivers. Students requesting a course waiver must submit a request to the Department Chair for review and approval.

ACADEMIC ADVISING

ACADEMIC ADVISING & FACULTY ADVISORS

Students admitted to the M.P.H. program receive a letter of notification and assignment to a student service coordinator or curriculum advisor. The student is responsible for meeting with the assigned advisor for a program orientation prior to the first quarter of classes upon enrollment in the program. The faculty advisor helps students plan course schedules, review graduation requirements, and incorporate public health degrees into career plans. Students should communicate with their advisors periodically to plan their course schedules and to stay on track for graduation. **Advisors are not responsible for ensuring students meet the degree requirements; students have the ultimate responsibility for tracking their coursework and meeting all program requirements for graduation.**

A student is able to select a faculty advisor based on their academic and career interests. The role of the faculty advisor is to provide guidance and advice on career and post-graduate planning. For course/curriculum planning, students should work with the student service coordinator or program coordinator. All students in the Dalian, China program are advised by the Dalian program manager and the Director of the Dalian Program at Benedictine University.

FACULTY ADVISORS for MPH Students are as follows:

- **Dalian, China Students:** Dr. Alan Gorr (agorr@ben.edu)
- **Faculty Advisors** can be selected by students as follows, based on their academic/career interests:

Epidemiology/Data Analytics:

Dr. Jennifer Makelarski, jmakelarski@ben.edu

Health Education/Health Promotion/Community Health:

Dr. Krishna Bhagat, kbhagat@ben.edu

Dr. Markisha Woodson, mwoodson@ben.edu

Health Management/Health Policy:

Dr. Georgeen Polyak, gpolyak@ben.edu

Dr. Jeffrey Trask, jtrask@ben.edu

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M.P.H. Degree Curriculum 2021 - 2022

Required M.P.H. Program Core/Foundation Courses (27 Semester Credit Hours)	Credit Hours (SEM)	Term/Year/Planned or Taken	Grade Earned	NOTES
PBHL 5501 Introduction to Public Health	3			
PBHL 5502 Data Analytics	3			
PBHL 5504 Introduction to Epidemiology	3			
PBHL 5505 Health Systems, Law & Policy	3			
PBHL 5506 Leadership & Management	3			
PBHL 6200 Health Behavior Theory	3			
PBHL 6500 Quantitative & Qualitative Research Methods	3			
PBHL 6411 Biological Aspects of Public Health	3			
PBHL 6501 Environment Health	3			
Total M.P.H. Program Core Foundation Course credits	27			
Capstone-Level Courses (7 Semester Hours) Taken after all Core/Foundation courses are completed				
PBHL 6898 Community Health Analysis	3			
PBHL 6899 Internship ¹	4			
Total M.P.H. Capstone Courses ¹ PBHL 6898 must be completed prior to starting PBHL 6899	7			
Elective Courses: Students may take any 3 courses for 9 credit hours). Some electives count toward certificates				
PBHL 5503 Public Health Program Planning	3			
PBHL 6009 Cultural Context of Health	3			
PBHL 6050 Emergency Preparedness and Planning	3			
PBHL 6054 Psychology and Sociology of Disasters	3			
PBHL 6056 Emergency Response and Recovery	3			
PBHL 6101 Advanced Epidemiology	3			
PBHL 6110/11 Applied Linear Models (Lecture/Lab)	3			
PBHL 6112/13 Categorical Data Analysis (Lecture/Lab)	3			
PBHL 6201 Health Communication & Marketing	3			
PBHL 6203 Public Health Programs and Skills	3			
PBHL 6302 Organizational Resource Management	3			
PBHL 6304 Health Ethics, Governance & Law	3			
PBHL 6409 Applied Epidemiology	3			
PBHL 6502 Public Health Grant Writing	3			
<i>Other Graduate Courses , as approved by Dept. Chair</i>	3			
Total M.P.H. Electives (select three 3-credit courses)	9			
Total M.P.H. Degree - Semester Credit Hours	43			

Students beginning the M.P.H. program prior to May 2021 will have a combination of quarter credit hours and semester hours. Dual-degree students must complete the first 9 courses above, plus additional courses as required by the College of Business for the MPH/MBA or MPH/MSMOB degrees. Dual-degree students should talk to their program advisor about courser requirements prior to starting the MBA or MSMOB program.

CERTIFICATE COURSES

BOLD = CORE Courses (taken as part of standard M.P.H. program curriculum)

HEALTH MANAGEMENT & POLICY CERTIFICATE

Courses (16 credit hours)	Credit Hours
PBHL 5501 Introduction to Public Health	3
PBHL 5505 Health Systems, Law & Policy	3
PBHL 5506 Leadership & Management	3
<i>Select one of the following courses:</i> PBHL 6201 Public Health Communication & Marketing or PBHL 6302 Organizational Resource Management or PBHL 6502 Public Health Grant Writing (this course applies to <u>one</u> certificate only)	3

HEALTH EDUCATION & PROMOTION CERTIFICATE

Courses (16 credit hours)	Credit Hours
MPH 6200 Health Behavior Theory	3
PBHL 5503 Public Health Program Planning	3
PBHL 6009 Cultural Context of Health	3
<i>Select one of the following courses:</i> PBHL 6203 Public Health Programs and Skills or PBHL 6502 Public Health Grant Writing (this course applies to <u>one</u> certificate only)	3

EPIDEMIOLOGY CERTIFICATE

Courses (16 credit hours)	Credit Hours
PBHL 5502 Data Analytics	3
PBHL 5504 Introduction to Epidemiology	3
PBHL 6500 Quantitative & Qualitative Research Methods in Public Health	3
<i>Select one of the following courses:</i> PBHL 6049 Applied Epidemiology or PBHL 6101 Advanced Epidemiology	3

EMERGENCY PREPAREDNESS CERTIFICATE (Only available only to students admitted prior to Fall 2018)

Courses (16 credit hours)	Credit Hours
PBHL 6501 Environmental Health	3
PBHL 6050 Emergency Preparedness and Planning	3
PBHL 6054 Psychology and Sociology of Disasters	3
PBHL 6056 Emergency Response and Recovery	3

M.P.H. COURSE DESCRIPTIONS (2020 – 2021)

PBHL 5501 Introduction to Public Health

Explores the history, basic structures and operations of public health and health care delivery systems based on Essential Public Health Services. 3 semester credit hours. (Core/foundation course)

PBHL 5502 Biostatistics

Applies statistical reasoning and methods in addressing, analyzing, and solving problems in public health, healthcare, and biomedical, clinical and population-based research. **Prerequisite:** College algebra or equivalent. 3 semester credit hours. (Core/foundation course)

PBHL 5503 Public Health Programs Planning

Presents evidence-based methods of health education and promotion addressing major risk factors for death, injury and disability. 3 semester credit hours. (Elective course)

PBHL 5504 Introduction to Epidemiology

Studies the patterns of disease and injury in human populations and applies findings to the control of health problems. 3 semester credit hours. (Core/foundation course)

PBHL 5505 Health Systems, Law & Policy

Addresses the development and advocacy processes for public health policies; provides tools for policy analysis; and application to important public health issues. 3 semester credit hours. (Core/foundation course)

PBHL 5506 Leadership & Management

Explores basic management principles and practical tools for health management professionals in a variety of public health and health care organizations. 3 semester credit hours. (Core/Foundation course)

PBHL 6009 Cultural Context of Health

Addresses cultural factors related to individual and population health and health disparities over the life course. 3 semester credit hours. (Core/foundation course)

PBHL 6050 Emergency Preparedness and Planning

Introduces the core principles and practices of emergency response and recovery from all types of hazards, threats and disasters. 3 semester credit hours. (Elective course)

PBHL 6054 Psychology and Sociology of Disasters

Examines the immediate and long-term effects that natural and man-made disasters have on survivors, their communities and first responders; and methods to assist survivors in their recovery. 3 semester credit hours. (Elective course)

PBHL 6056 Emergency Response and Recovery

Focuses on the role of the public health system in responding to all types of hazards, threats, and disasters. 3 semester credit hours. (Elective course)

PBHL 6101 Advanced Epidemiology

Focuses on applying epidemiologic study designs and methods to design research studies and interventions to control disease among populations. Prerequisites: PBHL 5504. 3 semester credit hours. (Elective course)

PBHL 6110/11 Applied Linear Models: Lecture and Data Lab

PBHL 6110 (Lecture): The course commences with matrix algebra as a basic foundation for regression, and progresses to the general linear model (simple and multivariable linear regression) and hypothesis, one- and two-way ANOVA, ANCOVA, diagnostics, model building, statistical power for the linear model and a brief introduction to binary response regression methods. Lecture is 2 credit hours and must be taken concurrently with Data Lab (PBHL 6111). **Prerequisite:** PBHL 5502.

PBHL 6111 (Data Lab): Computing and data lab accompanying the course Applied Linear Models, covering techniques and strategies in SAS, R, SPSS and Stata for carrying out the general linear model (simple and multivariable linear regression), hypothesis testing, one- and two-way ANOVA, ANCOVA, diagnostics, and model building. Lab is 1 credit hour and must be taken concurrently with Lecture (PBHL 6110). *Total of 3 credit hours for PBHL 6110/11 combined.* (Elective course)

PBHL 6112/13 Categorical Data Analysis: Lecture and Data Lab

PBHL 6112 (Lecture): This course will dive deeper into methods for analyzing categorical and ordinal data. We will explore estimation and inference for contingency tables, build Generalized Linear Models (GLM) for categorical and ordinal data, as well as employ McNemar's Test and Cochran-Mantel-Haenszel methods. Emphasis will be placed on interpreting test and model results within the context of epidemiology and public health. Lecture is 2 credit hours and must be taken concurrently with Data Lab (PBHL 6113). **Prerequisite:** PBHL 5502.

PBHL 6113 (Data Lab): Computing and data lab accompanying the course Categorical Data Analysis. Instruction in how to perform categorical data analysis primarily in SAS, but also R, SPSS, and Stata. Topics covered will include estimation and inference for contingency tables, Generalized Linear Models (GLM) for categorical and ordinal data, McNemar's Test, and Cochran-Mantel-Haenszel methods. Lab is 1 credit hour and must be taken concurrently with Lecture (PBHL 6112). *Total of 3 credit hours for PBHL 6112/13 combined.* (Elective course)

PBHL 6200 Health Behavior Theory

Addresses behavioral and social factors and theories related to individual and population health. 3 semester credit hours. (Core/foundation course)

PBHL 6201 Health Communication & Marketing

Explores concepts of marketing theory, planning, strategy, research and implementation of marketing plans including social media plans. 3 semester credit hours. (Elective course)

PBHL 6203 Public Health Programs and Skills

Focuses on health education programs and the skills required for the Certified Health Educator Specialist (CHES) examinations. **Prerequisite:** PBHL 6200. 3 semester credit hours. (Elective course)

PBHL 6302 Organizational Resource Management

Explores current topics in the business of delivering health services including insurance, privacy of information, accountable care organizations, and financing structures and implications of the U.S. Affordable Care Act of 2010. 3 semester credit hours. (Elective courses)

PBHL 6403 Health Ethics, Governance & Law

Applies basic principles of ethical analysis (e.g. Public Health Code of Ethics, human rights framework, other moral theories) to issues of public health practice and policy. 3 semester credit hours. (Elective course)

PBHL 6409 Applied Epidemiology

Focuses on the processes involved in epidemiologic investigations with application to sample cases. **Prerequisite:** PBHL 5504. 4 quarter credit hours. (Elective course)

PBHL 6411 Biological Aspects of Public Health

Explores the biological and molecular context of public health and its incorporation into public health practice and articulates how biological, chemical and physical agents affect human health. 3 semester credit hours. (Elective course)

PBHL 6500 Quantitative & Qualitative Research Methods in Public Health

Explores research design, collection and reporting of data, interpretation of findings, inferential procedures and current public health research. 3 semester credit hours. (Core/foundation course)

PBHL 6501 Environmental Health

Studies environmental factors including biological, physical, and chemical factors that affect the health of the community. 3 semester credit hours. (Core/foundation course)

PBHL 6502 Public Health Grant Writing

Provides an overview of the grant writing process and funding sources for research, practice, and administration/planning grants; and requires development of a full grant proposal. 3 semester credit hours. (Elective course)

PBHL 6898 Community Health Analysis

Demonstrates the collection of data on and setting priorities for improving the health of a defined population. It involves field work and utilization of research skills. This culminating experience requires the synthesis and integration of knowledge from previous coursework. *Department Consent Required.* All core/foundation courses must be taken prior to eligibility for enrollment. 3 semester credit hours. (Capstone course-required)

PBHL 6899 MPH Internship

The internship is a capstone experience that allows students to integrate knowledge and skills developed in the classroom and apply them in a professional setting. *This is a pass/fail class;* students will receive a P or F (no letter grade given). *Department Consent Required.* 4 semester credit hours. **Pre-requisite:** PBHL 6898. (Capstone course-required)

PBHL 6600 Independent Study

Arranged on a specific topic by teaching/learning contract with instructor. **Prerequisite:** *Department Consent Required.* 1-4 credit hours. Course is repeatable. Maximum number of units allowed: 12. (Elective course)

GENERAL INFORMATION AND CAMPUS SERVICES

ACADEMIC CALENDARS

Students may view the the Master Academic Calendars for term start/end dates, add/drop dates, and other information. Access the Academic Calendar at: <https://www.ben.edu/degree-programs/calendars/index.cfm>.

NOTE: *Select the option for Doctoral & Graduate Semester /Traditional (GSEM) & 8-week Online Delivery.*

ACADEMIC HONESTY POLICY ENFORCEMENT

All courses in the MPH program adhere to the University's Academic Honesty Policy. Violations of the policy, as described in the University policy, will result in a grade of zero (0) points for the assignment for the first violation, and will result in a "F" for the course for the second violation. View the site:

<https://www.ben.edu/degree-programs/academic-honesty-policy.cfm> for more information.

ASSISTANCE WITH LANGUAGE, LEARNING OR WRITING ASSIGNMENTS

The Academic Support Center provides assistance and support to students seeking help with writing and/or biostatistics help. Please learn more at: <https://www.ben.edu/academic-support-center/index.cfm>. We also encourage students to visit the Career & Development Center at <https://www.ben.edu/student-life/career-and-personal-development.cfm> for help with resume writing/building, cover letters, interview strategies, etc.

BENEDICTINE UNIVERSITY LIBRARY

The Benedictine Library services and resources are available to all students in the M.P.H. and dual-degree programs. Click here: [UNIVERSITY LIBRARY](#) or visit <https://www.ben.edu/library/index.cfm> to access the web page and/or chat with a librarian. Phone: (630) 829-6050.

COMMENCEMENT CEREMONY

The University hosts one commencement ceremony on campus per year, typically in May. Students with conferral dates within that academic year are invited to attend. Students are not required to attend the ceremony. The ceremony is celebratory; no degrees are awarded at the ceremony. Information about the year's commencement-related activities can be found at: <https://www.ben.edu/commencement/>.

COURSE CANCELLATIONS

Periodically, a course must be cancelled due to low course enrollment. All students registered for a cancelled course will be notified in advance of the start of the term, and given the opportunity to enroll in a course of their choosing. Please feel free to talk to your Program Coordinator about expected course enrollments to ensure that courses can run as scheduled.

COURSE MANAGEMENT SYSTEMS

All PBHL courses are run either through Desire2Learn (D2L) or Engage learning management platforms. Information about accessing courses will be provided prior to the start of each term.

COURSE REPEAT POLICY

Students may only repeat courses twice in the program, after failing a course the first time. Special approval is needed for the third attempt after two failures. Students who have withdrawn from a course more than twice will need to write a letter seeking Department and/or Provost approval to retake a course upon the third attempt. Students who have a combination of failure/withdrawals in a course will be asked to submit a letter seeking approval for each subsequent attempt.

EMAIL & FORWARDING YOUR BEN.EDU EMAIL TO A PERSONAL EMAIL ADDRESS

Each student is assigned a Benedictine email account (“b” immediately followed by student ID# followed by @ben.edu). All official communication will come to students via their Benedictine University (ben.edu) email. Students should check it regularly. Students who prefer using personal email are expected to forward their BenU account to their personal accounts. More information on email services can be found at:

<https://www.ben.edu/information-technology/services/student-email.cfm>. Students may contact the Help Desk for email support as needed at helpdesk@ben.edu or 630-829-6684.

GRADUATION APPLICATIONS

Students can be conferred with their M.P.H. degrees and certificates three times per year: Fall (December 31 conferral); Spring (May 31 conferral); and Summer (August 31 conferral). All students are expected to apply for their graduation date approximately 6-9 months before their intended graduation term. Students may apply for graduation via MyBenU for their desired term. Students who miss the initial deadline may submit a Late Application for Graduation form, which requires a \$150 late fee (in addition to standard graduation fees). Diplomas and certificates are mailed to students approximately 6-8 weeks after the conferral date. Deadlines and instructions for applications are provided to students throughout the academic year.

INCOMPLETE POLICY

Students must receive instructor approval to receive a grade of “I” (Incomplete), with a specific deadline for all work to be submitted. Students in the Internship course (PBHL 6899) can receive Incompletes if more time is needed to complete their hours/course requirements. Students must complete the form provided by their instructor and meet the deadline posted on the form (180 days post-term) to receive the Incomplete.

For all other courses, Incompletes are approved only for special or extenuating circumstances, such as sudden or severe illness, death in the family, and the like. In most cases, Incompletes will only be granted if a student has completed at least 70% of their coursework and is likely to pass the course once final materials are submitted. Instructors will work with students and provide approvals on a case-by-case basis.

Work that is submitted after the deadline will not be graded. Students will receive the final grade earned as of the date of the deadline. Students in PBHL 6899 must submit all required materials by the 180-day extension deadline in order to ensure passing of the course.

PICTURE IDENTIFICATION ON FILE

We recommend that campus M.P.H. students obtain a mobile Benedictine University ID card (B-card) through the University’s management information system. *Online students are not required to have a picture identification on file, but may obtain a mobile ID.* Learn more at: <https://www.ben.edu/about/mobil-id.cfm>.

REGISTERING FOR CLASSES

Graduate students may be automatically registered for courses about 4 weeks prior to each term. Students can also self-register and withdraw from classes, as well as check their schedules, through MyBenU. Learn more about accessing MyBenU features at: <https://mybenu.ben.edu/psp/cs92prod/?cmd=login>. (Click on the tutorials offered under the “STUDENT” column for instructions and “how to” information).

REQUIRED APA STYLE FOR ALL RESEARCH PAPERS

The M.P.H. Program prepares students to submit professional journal articles and so requires research papers be submitted in the style of the American Psychological Association (APA). Instructors and students should familiarize themselves with APA style for citing references at www.apastyle.org. The [Benedictine University](http://www.benedictine.edu)

[Library](#) offers additional online tools to assist in [formatting references](#). For main Lisle campus and online students.

SCHOOL CLOSINGS

Applicable for on-campus courses only: Any special information regarding building/campus closures will be sent out to students via the BenU Alert System. Since the M.P.H. program offers online-only courses at this time, it is unlikely that classes will be affected by campus closures. Students can check for emergency situations at <https://www.ben.edu/emergency/index.cfm>. Information about COVID-19 protocols can be found at: <https://www.ben.edu/coronavirus/index.cfm>.

WIRELESS INTERNET ACCESS POINTS

Several locations on campus, including Kindlon Hall, have wireless connection. Please visit the ben.edu website for more information about WiFi at: <https://www.ben.edu/information-technology/services/wireless-network.cfm>.

TECHNICAL SUPPORT

For help with any BenU application (D2L, BenU Mail, MyBenU, etc.), contact the HelpDesk at helpdesk@ben.edu or 630-829-6684.

For technical help with Engage, students may contact ben@support.edu.help.

UNIVERSITY POLICIES

Consult the 2021-22 Graduate Catalog at <https://www.ben.edu/registrar/upload/GradCatalog-2021-22-FINAL.pdf> for more information about University Policies and the Academic Honesty Policy.

ADDITIONAL QUESTIONS

Students should consult their advisor with questions regarding the information contained in this manual, as well as with other questions that arise during the time of their education at Benedictine University.

Information in this manual is valid for the academic year 2021-22 and is subject to change. Students should discuss specific program-related questions and concerns with the Department Chair.