MPH in Biostatistics

Student Handbook
2014-2015
2014-2015 Oregon MPH Handbook for the Biostatistics Track at Oregon Health & Science University

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Dean’s Welcome and Introduction

Welcome to the collaborative Oregon Master of Public Health Program (Oregon MPH). You are joining a rich two-decade tradition at a very exciting time. First, our program has just received its award of continuing accreditation. Second, OHSU and PSU have just this year launched the first ever “joint degree,” meaning for the first time in our collaborative OMPH program we will be awarding a diploma sponsored by -- and bearing the seals of -- both OHSU and PSU as the partner institutions. Importantly, students will have “identities” on both campuses that will allow you more seamless access to resources and services.

We also are making substantial progress toward moving our accredited Program in Public Health toward an independent School of Public Health (SPH). Many advances are underway to support that transition, and we will keep you apprised of such innovations. One of these changes is in the number and type of MPH tracks we offer, with new degrees in biostatistics and in environmental health. Also in this new formation, we welcome three new PhD degree programs: Community Health; Epidemiology; and Health Systems and Policy. We hope you will keep these doctoral programs in mind during your MPH training if you are interested in further graduate training. We also look forward to your participation and feedback at this time of transition, so please keep your eyes out for announcements regarding opportunities to become involved.

Best wishes to you in your studies. We look forward to working with you.

Elena Andrese, PhD
Interim Dean of the OHSU-PSU School of Public Health

I. The Mission of Public Health

The mission of public health is to "fulfill society's interest in assuring conditions in which people can be healthy" (Institute of Medicine, 1988). Incorporating the three core functions (assessment, policy development, and assurance), public health professionals strive to promote health and prevent disease through organized, interdisciplinary efforts (Association of Schools of Public Health, 2003).

II. The Oregon MPH Program – An Overview

A. Oregon MPH Program Mission
The mission of the collaborative Oregon MPH Program is to provide innovative education, leadership, research, and service in public health throughout the state and beyond. The Oregon MPH Program is committed to providing students with a competency-based public health
education that prepares them to discover and implement strategies with the diverse communities they serve, to achieve sustainable health for all, and to eliminate health disparities.

B. Oregon MPH Program Goals

**Leadership:**
Provide leadership and serve as a resource to our communities in addressing and communicating current and emerging public health problems and issues.

**Education:**

1. Provide excellent education & professional preparation to all students in the substantive areas of public health, including epidemiology, biostatistics, social and behavioral sciences, health management & policy, and environmental health sciences.
2. Serve the region by offering a range of specialized areas of public health including health promotion & health behavior, epidemiology, biostatistics, health management & policy, health disparities, environmental and occupational health & safety, and international health.
3. Provide community-based and experiential learning opportunities to develop skills and competencies required to be effective public health practitioners.
4. Provide educational information and modeling of ethical conduct of public health research and service activities.
5. Provide educational information and experiential opportunities for the development of cultural competency in research and service activities.

**Service:**
Provide, enhance, or support service activities to meet the public health needs of urban and rural populations in cooperation with appropriate community professionals, organizations, and governmental agencies.

**Research:**
Conduct, teach, and communicate collaborative research and scholarship among faculty, students, practitioners, and members of the community affiliated with the MPH program.

C. Program Values & Ethics

1. Creating rich and relevant learning experiences for students and professionals at all stages of their public health careers.
2. Enhancing the general health, welfare, and safety of populations and communities.
3. Demonstrating excellence and integrity in all we do.
4. Integrating public health principles into health care policies and delivery systems.
5. Promoting sustainability as a critical part of public health practice.
7. Enhancing cultural diversity and fostering an environment conducive to the recruitment, training, and success of diverse students and faculty.
8. Developing partnerships for learning, service, and research to meet communities’ health needs.
9. Resolving and preventing conflicts of interest.
10. Encouraging active involvement of students in decisions related to design and delivery of the program.

D. Program Learning Competencies

Upon completion of the Oregon MPH Program, students will be able to:
1. Apply evidence-based knowledge of health determinants to public health issues.
2. Select and employ appropriate methods of design, analysis, and synthesis to address population-based health problems in urban and rural environments.
3. Integrate understanding of the interrelationships among the delivery, organization, and financing of health services.
4. Communicate public health principles and concepts through various strategies across multiple sectors of the community.
5. Employ ethical principles and behaviors.
6. Enact cultural competence and promote diversity in public health research and practice.
7. Apply public health knowledge and skills in practical settings.

E. Accreditation

The Oregon MPH Program has been accredited by the Council on Education for Public Health (CEPH) since 1996. The current Oregon MPH Program accreditation period continues through July 2021. When the SPH is successfully accredited it will also encompass (and replace) the accreditation for the Oregon MPH Program.

F. Getting Started at the Partner Universities

Please be certain that you have completed all the processes involved in establishing a student “identity” at both universities. Instructions were provided in the welcome letter you received from the Program Office. If you need these instructions again, visit http://oregonmph.org/content/new-students. These processes include:

1) getting an ID badge,
2) background checks,
3) proof of immunity to certain diseases, and
4) required trainings.

Your ID badges will gain you access to campus resources including online and physical library holdings, university computer networks, the OHSU tram and Portland Streetcar, and the PSU Career Center. Please note that your Student Health Services will be at the university at which
your track primarily resides, or your “home” university. At OHSU, these are the Epidemiology, Biostatistics, Environmental Systems & Human Health, and Primary Health Care & Health Disparities tracks, and the Graduate Certificate in Public Health. At PSU, these are the Health Promotion, and Health Management & Policy tracks. In addition, you will have primary access to the Student Recreation Centers at your “home” university; the exception is that OHSU students will have access to the PSU Student Recreation Center during terms in which they are taking classes at PSU.

III. Biostatistics Track

A. Track Competencies

<table>
<thead>
<tr>
<th>Track Learning Competency</th>
<th>Courses</th>
<th>Links to Program Learning Competencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apply appropriate principles of research design and population-based concepts to assess health problems.</td>
<td>BSTA 507 Internship and field experience, BSTA 516 Design and Analysis of Surveys, PHPM 512 Epidemiology I, PHPM 513 Epidemiology II, PHPM 520 Ethics of Research and Application in Public Health</td>
<td>PLC #2, PLC #7</td>
</tr>
<tr>
<td>2. Apply appropriate descriptive and inferential statistical methods to analyze risk determinants of disease and health conditions.</td>
<td>BSTA 507 Internship and field experience, BSTA 511 Estimation and Hypothesis Testing for Applied Biostatistics, BSTA 512 Linear models, BSTA 513 Categorical Data Analysis, BSTA 515 Data Management and Analysis in SAS, BSTA 516 Design and Analysis of Surveys, BSTA 519 Applied Longitudinal Data Analysis, PHPM 517 Principles of Health Behavior, PHPM 518 Concepts of Environmental Health</td>
<td>PLC #2, PLC #7</td>
</tr>
<tr>
<td>3. Apply descriptive and inferential statistical methods that are appropriate to the different study designs used in public health research.</td>
<td>BSTA 507 Internship and field experience, BSTA 511 Estimation and Hypothesis Testing for Applied Biostatistics, BSTA 512 Linear models, BSTA 513 Categorical Data Analysis, BSTA 515 Data Management and Analysis in SAS, BSTA 516 Design and Analysis of Surveys, BSTA 519 Applied Longitudinal Data Analysis</td>
<td>PLC #2, PLC #7</td>
</tr>
<tr>
<td></td>
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</tr>
</tbody>
</table>
| 4. | Interpret and summarize results and communicate them to lay and professional audiences, in the context of proper public health principles and concepts. | BSTA 507  Internship and field experience  
BSTA 511  Estimation and Hypothesis Testing for Applied Biostatistics  
BSTA 512  Linear models  
BSTA 513  Categorical Data Analysis  
BSTA 516  Design and Analysis of Surveys  
BSTA 519  Applied Longitudinal Data Analysis  
PHPM 518  Concepts of Environmental Health  
PHPM 517  Principles of Health Behavior  
PHPM 566  Current Issues in Public Health | PLC #1  
PLC #4  
PLC #7 |
| 5. | Identify strengths and weaknesses of alternative designs and analytic methods, and critically review and assess statistical analyses presented in public health literature. | BSTA 507  Internship and field experience  
BSTA 511  Estimation and Hypothesis Testing for Applied Biostatistics  
BSTA 512  Linear models  
BSTA 513  Categorical Data Analysis  
BSTA 516  Design and Analysis of Surveys  
BSTA 519  Applied Longitudinal Data Analysis  
PHPM 513  Epidemiology II | PLC #2  
PLC #7 |
| 6. | Describe basic ethical principles pertaining to the collection, maintenance, use, and dissemination of public health data. | BSTA 507  Internship and field experience  
PHPM 520  Ethics of Research and Application in Public Health  
PHPM 513  Epidemiology II | PLC #5 |
| 7. | Identify cultural dimensions of conducting research, including culturally sensitive recruitment of study participants, and develop strategies for interpretation of data in the larger cultural context. | BSTA 507  Internship and field experience  
BSTA 511  Estimation and Hypothesis Testing for Applied Biostatistics  
BSTA 512  Linear models  
BSTA 513  Categorical Data Analysis  
BSTA 516  Design and Analysis of Surveys  
BSTA 519  Applied Longitudinal Data Analysis  
PHPM 512  Epidemiology I  
PHPM 513  Epidemiology II  
PHPM 517  Principles of Health Behavior  
PHPM 520  Ethics of Research and Application in Public Health  
PHPM 566  Current Issues in Public Health | PLC #6 |
8. Integrate understanding of the interrelationships among the organization, delivery, and financing of health-related services

PHPM 519 Health Systems Organization
PHPM 566 Current Issues in Public Health

For all required course competencies, visit:
EPI: http://www.oregonmph.org/content/epidemiology-curriculum-and-competencies
BIO: http://oregonmph.org/biostatistics-curriculum-and-competencies

B. Program Setting

The Department of Public Health and Preventive Medicine at Oregon Health & Science University (OHSU) has 33 faculty with primary appointments, 40 with joint appointments, and 80 with affiliate appointments. These 153 faculty members energize our extensive teaching, research, and service activities. The diverse expertise of the faculty includes biostatistics, epidemiology, international health, women’s health, environmental and occupational health, financing and delivery of health care services, cancer epidemiology, substance abuse, social ethics, health policy analysis, and research ethics.

Our faculty are deeply involved in medical student education throughout the curriculum, including a major Department commitment to teaching population health principles and clinical epidemiology in the medical school curriculum. We offer a fully-accredited Public Health and Preventive Medicine Residency Program and co-sponsor, with the Department of Family Medicine, a combined residency program that permits selected residents to achieve eligibility for both board certifications.

C. Core Curriculum (Required of All OMPH Program Students)

All students must take a common Oregon MPH core of five courses for a total of 17 credits. Courses are shared between OHSU and PSU and may be taken at either institution. Please consult your advisor in course selection. The Oregon MPH Program current core course schedule is posted on the program website at:
http://www.oregonmph.org/content/core-schedule

You will need to follow the Oregon MPH Intercampus Registration instructions on the Oregon MPH website: http://oregonmph.org/content/course-registration-request.

Registration occurs through your home institution.
Please note that public health courses offered by OMPH partner institutions and tracks use the following prefixes:

- OHSU Epidemiology, Biostatistics: **PHPM, BSTA**
- OHSU Environmental Systems & Human Health: **EBS**
- OHSU School of Nursing (SON) Primary Health Care & Health Disparities: **CPH**
- PSU Health Management & Policy: **PAH**
- PSU Health Promotion: **PHE**

**Oregon MPH Program Core Course Menu for Intercampus Registration**

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>OHSU SOM</th>
<th>OHSU SON</th>
<th>PSU</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Systems Organization</td>
<td>Not taught in SOM</td>
<td>CPH 540</td>
<td>PAH 574</td>
</tr>
<tr>
<td>Principles of Health Behavior</td>
<td>Not taught in SOM</td>
<td>CPH 537</td>
<td>PHE 512</td>
</tr>
<tr>
<td>Epidemiology I</td>
<td>PHPM 512</td>
<td>CPH 541</td>
<td>PHE 530</td>
</tr>
<tr>
<td>Concepts of Environmental Health</td>
<td>PHPM 518</td>
<td>CPH 539</td>
<td>PHE 580</td>
</tr>
<tr>
<td>Introduction to Biostatistics</td>
<td>PHPM 524*</td>
<td>CPH 530</td>
<td>PHE 515</td>
</tr>
</tbody>
</table>

* OHSU Epi & Bio students please note that you will register for **BSTA 511 Estimation and Hypothesis Testing in Applied Biostatistics. For OHSU Epi or Bio Track only.**

**D. Degree Requirements**

Completing the MPH degree in the Biostatistics Track at Oregon Health & Science University requires:

1. A total of at least 60 approved credit hours. These credits include:
   - OMPH Core Courses: 17 credits
   - Required Track Courses: 29 credits
   - Electives: 8 credits
   - Field Experience (Practicum): 6 credits

2. Students must maintain a minimum 3.0 (B) grade point average in graduate courses. Additionally, students may not receive lower than a B- in any required course (core or track required courses). If lower than a B- is received, the student will need to retake the course.

3. Successful completion of 6 credits of PMPH 504 Field Experience/Practicum as the culminating experience.
The following courses are required:

<table>
<thead>
<tr>
<th>Course number</th>
<th>Course Title</th>
<th>Credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OMP required core courses (17 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSTA 511</td>
<td>Estimation and Hypothesis Testing for Applied Biostatistics</td>
<td>4</td>
</tr>
<tr>
<td>PHPM 512</td>
<td>Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td>PHPM 517</td>
<td>Principles of Health Behavior</td>
<td>3</td>
</tr>
<tr>
<td>PHPM 518</td>
<td>Concepts of Environmental Health</td>
<td>3</td>
</tr>
<tr>
<td>PHPM 519</td>
<td>Health Systems Organization</td>
<td>3</td>
</tr>
<tr>
<td><strong>Track-required courses (29 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSTA 512</td>
<td>Linear Models</td>
<td>4</td>
</tr>
<tr>
<td>BSTA 513</td>
<td>Categorical Data Analysis</td>
<td>4</td>
</tr>
<tr>
<td>BSTA 515</td>
<td>Data Management and Analysis in SAS</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 516</td>
<td>Design and Analysis of Surveys</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 519</td>
<td>Applied Longitudinal Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PHPM 513</td>
<td>Epidemiology II</td>
<td>4</td>
</tr>
<tr>
<td>PHPM 520</td>
<td>Ethics of Research and Application in Public Health</td>
<td>3</td>
</tr>
<tr>
<td>PHPM 566</td>
<td>Current Issues in Public Health</td>
<td>2</td>
</tr>
<tr>
<td>PHPM 507 (PHE 519* PSU course)</td>
<td>Introduction to the Etiology of Disease</td>
<td>3</td>
</tr>
<tr>
<td><strong>Elective courses from the following (8 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSTA 500</td>
<td>Reading and Research in Biostatistics</td>
<td>1-3</td>
</tr>
<tr>
<td>BSTA 504</td>
<td>Topics in Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 514</td>
<td>Survival Analysis</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 517</td>
<td>Statistical Methods in Clinical Trials</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 518</td>
<td>Spatial Data Analysis with Geographic Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 521</td>
<td>Bayesian Methods for Data Analysis</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 550</td>
<td>Introduction to Probability</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 551</td>
<td>Mathematical Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>BSTA 552</td>
<td>Mathematical Statistics II</td>
<td>3</td>
</tr>
<tr>
<td>PHPM 514</td>
<td>Epidemiology III</td>
<td>4</td>
</tr>
<tr>
<td><strong>Public Health Practicum (6 credits)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSTA 507</td>
<td>Biostatistics Field Experience</td>
<td>6</td>
</tr>
</tbody>
</table>

* PHE 519 can be waived for students who demonstrate completion of similar coursework. With an approved waiver, students will substitute an additional 3 elective credits.

E. Advising

Upon entering the MPH program each student is assigned an Advisor. In the Biostatistics Track, students will be assigned to faculty members with expertise in epidemiology and biostatistics. As students progress in their program of study, they may stay with this initial assignment or request a change to another faculty with whom they share more closely aligned interests. Requests for change of advisors should be made by email to the Education Program Coordinator, Natalie Chin, and the student should verify in advance the approval of the new advisor to accept this change. Students should respect that
faculty may have a full load of students and will be unable to accept new and additional students. That said, the PHPM Education Office and faculty will attempt to meet student requests if at all possible.

The Advisor is the student’s key link to their program of study. Students are expected to initiate contact and meet with their advisors at least once each term. The advisor will assist the student with planning their program of study, will help with procedures regarding progress in the program, and act as a mentor and guide, providing assistance with specific questions and solving programmatic problems.

F. Sample Course Sequence
It is recommended that Oregon MPH courses be taken in a particular sequence to maximize the educational experience. Always consult your advisor regarding your program of study to determine the schedule that fits best for you. The following is a typical recommended sequence of courses.

<table>
<thead>
<tr>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
<th>Summer</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biostat I - Estimation and Hypothesis Testing (core) 4</td>
<td>Biostat II - Linear Models (required) 4</td>
<td>Biostat III - Categorical Data Analysis (required) 4</td>
<td>Data Management and Analysis in SAS (required) 3</td>
<td></td>
</tr>
<tr>
<td>Epi I (core) 4 credits</td>
<td>Epi II (required) 4</td>
<td>Design and Analysis of Surveys (required) 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethics (required) 3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Issues (required) 2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Systems Organization and/or Health Behavior or Environmental Health (each is a core course) Select 1 or 2, for 3-6 credits</td>
<td>Health Systems Organization and/or Health Behavior and/or Environmental Health (each is a core course) Select 1 or 2, for 3-6 credits</td>
<td>Health Systems Organization and/or Health Behavior and/or Environmental Health (each is a core course) Select 1 or 2, for 3-6 credits</td>
<td>Field Experience/Internship (required) 3-6</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>Applied Longitudinal Data Analysis (required) 3</td>
<td>Statistical Methods in Clinical Trials (elective) 3</td>
<td>Field Experience/Internship (required) 0-6</td>
<td></td>
</tr>
<tr>
<td>Credits = 14-17</td>
<td>Credits = 13-19</td>
<td>Credits = 14-17</td>
<td>Credits = 4-10</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Credits = 6-12</td>
<td></td>
</tr>
</tbody>
</table>
G. Field experience and Minimum Standards Guidelines

The Field Experience provides an invaluable opportunity to apply the skills developed in coursework to an organizational or agency setting. The Oregon MPH Field Experience requirements may be referred to in program and university materials as “practicum”, “internship”, or “organizational experience”. The preferred term is “Field Experience” to emphasize the goal of experiential learning, as opposed to observing.

For all Oregon MPH tracks, the Field Experience requirement is a minimum of 6 credits, which is equivalent to 200 hours of practical experience in the field setting.

Field Experience Information
The Oregon MPH Program Office has a comprehensive database of field experience sites that have previously hosted Oregon MPH students. Students and faculty can request access to this database by contacting the Program Coordinator, Alison Schneiger, at alison@oregonmph.org. This information is to be used as a guide to the types of placements that are appropriate for our program, and is not intended to guarantee that placements are currently available at the listed sites.

Field Experience Orientation

Links to the Field Experience guidelines and orientation presentations for both students and preceptors can be found on the Oregon MPH Program website at: http://www.oregonmph.org/content/field-experienceinternship.

Program Minimum Standards for Oregon MPH Field Experiences
In addition to meeting track criteria, all Oregon MPH field-experiences must be:

- Preceptor-based experiences; the preceptor may not be a program faculty member or advisor;
- Competency-based, demonstrating mastery of program, track, and student-specified competencies;
- Pre-approved by your faculty advisor;
- Evaluated by both the student and her/his preceptor, demonstrating mastery of track competencies;
- Designed with a community- or population-level focus (e.g., public health agency, health care delivery, reimbursement, community organizing, health voluntary, population-based research, worksite setting)
- Minimum of 200 practice hours (6 credits)

Faculty members in each track work with students to select field placement sites on the basis of the potential to offer a constructive learning experience for the student. Preceptors must have public health credentials or appropriate health-related credentials and/or relevant experience to provide the required mentorship and supervision in the learning experience. The suitability of all site preceptors and sites will be assessed on a case-by-case basis by each track’s field
experience coordinator.

Students must identify in advance the competencies they will practice and demonstrate during the field experience. Students must submit their list of competencies, as well as field experience description, work scope, and preceptor commitments, in a written Learning Contract for faculty approval prior to initiating the practicum.

In some cases, students working in public health fields request to develop a practice experience in their places of employment. In these cases, faculty work with both the student and preceptor to ensure that the experience is distinct from the student's normal work responsibilities, and that it provides sufficient opportunities to demonstrate the identified track competencies.

All students must create a written product as a result of their field experience, as described in the tracks’ minimum standards in the Field Experience Handbook, which requires that students reflect upon the ways in which they demonstrated the specified competencies.

Field experiences are evaluated by students, preceptors, and lead faculty, using mechanisms specific to each track. Student performance in Biostatistics track is assessed via written progress reports, written final report, the review of work products for the agency, a reflective paper, and an oral presentation. All of these mechanisms are structured to reflect students’ mastery of pre-identified learning competencies as documented in the approved Student Learning Contract.

**Grading**

The PHPM Field Experiences is letter-graded on an A-to-F scale, consistent with other tracks in the Oregon MPH Program.

**H. Culminating Experience**

In public health training, “culminating experiences” provide a summative experience at the end of the academic program in which students demonstrate mastery of the skills and knowledge acquired during the course of study. In all tracks of the Oregon MPH Program, the Field Experience occurs after the completion of core and required coursework and serves as the culminating experience. Individual tracks may have additional required activities, as dictated by general practice in those disciplines. In the Biostatistics track, these additional requirements include:

1. Submission of a reflective paper which the student critically evaluates her/his mastery of each of the track competencies as they relate to their field experience and their career objectives.

2. Oral presentation of their accomplishments in their field experience placement.
I. Policies

**Grading and Grade Point Average (GPA) Requirements**

Students are assigned letter grades for all core and required courses, and the field experience/practicum. Pluses and minuses may be assigned, with the exception of “A+.”

All students must maintain a minimum GPA of 3.0. Students receiving lower than a B- in any core or required course must repeat the course. Under the By Laws of the OHSU Graduate Programs, courses may only be repeated once. The second grade, if higher, is used in the calculation of the GPA, however the grade from the first enrollment in the course remains on the student’s official transcript.

In addition, students may not receive more than two “C” grades in their elective courses. Students who fail to meet these criteria will be placed on academic probation. No student may have more than two probations during their tenure as a graduate student in the MPH degree program. Any student who is placed on probation a third time will automatically be dropped from the track and the Oregon MPH Program.

**Incomplete grades**

Incomplete grades (“I”) are strongly discouraged in the Oregon MPH Program. If you need to take an incomplete in a course for serious unforeseen personal or professional reasons you should be aware that the Oregon MPH Program and the Biostatistics Track strictly adheres to OHSU and Portland State University policies:


OHSU School of Nursing:  [http://www.ohsu.edu/xd/education/schools/school-of-nursing/faculty-staff/admin_policies.cfm#Academic](http://www.ohsu.edu/xd/education/schools/school-of-nursing/faculty-staff/admin_policies.cfm#Academic)

PSU:  [http://www.pdx.edu/ogs/incomplete-grades](http://www.pdx.edu/ogs/incomplete-grades)

*In no case is an “Incomplete grade” given to enable a student to do additional work to raise a deficient grade. An incomplete grade must be made up in the subsequent term or it is converted to an F.*

**Grievances/Disagreements**

**Policy:** Students may initiate a grievance procedure regarding an issue with a course or the track, or the Program.

**Procedure:** Anyone who has a grievance or disagreement about an issue should first discuss the issue with the person perceived to be responsible for the action (i.e., instructor, advisor, track director). The student should provide a written description of the problem in dispute. If this discussion does not satisfy the student, the grievance may be appealed to the Track Director. If that discussion does not satisfy the student, an appeal may be made to the Chair of the Department hosting the track. If this review does not satisfy the student, an
appeal may be made to the Dean. At each level of appeal within the Department, the student will be provided with a written response to the appeal. The student’s written grievance and all responses will be filed in the Department. **Issues with higher level processes and policies within the Oregon MPH Program should be communicated to the Oregon MPH Program Director.**

**Non-Degree Students Application for Admission**

**Policy:**  Students are allowed to take no more than 12 credits on a non-degree basis prior to admission to the Oregon MPH Program. OMPH core courses may not be taken prior to admission in the Oregon MPH Program.

**Procedure:**  Students who have already completed 12 credits must apply for admission if they wish to continue in the Oregon MPH Program.

**Transfer & Pre-Admit Credits**

**Policy:**  Oregon MPH students may transfer in up to 1/3 of the number of credits required for their degree. This number includes any pre-admission credits (up to 12) taken in the Oregon MPH Program, as well as transfer credits from other institutions:

a.  *If a student transfers from another MPH degree program/school s/he can transfer up to 1/3 of their credits to the Oregon MPH Program (approximately 20 credits total, depending on the track).*

b.  *If a student is not admitted or matriculated into any MPH degree program/school, then any Oregon MPH classes they take are "pre-admit" and the limit is currently 12 credits. [Note: Students may take the core classes as “pre-admits” only as room allows.]*

c.  *If a student transfers from another MPH degree program or school and they have also taken Oregon MPH classes, the limit is 1/3 of total credits.*

All pre-admission and transfer credits must be graduate level and meet the following requirements: 1) must be letter graded B- or higher; 2) must not be graded Pass (or similar grading method); 3) must not be used for any other degree at any institution; 4) must be no older than seven years at the time the MPH degree is awarded; 5) must be applicable to a masters degree at the originating institution, without qualification; and 6) must not be correspondence credit.

Note: Oregon MPH Graduate Certificate students are allowed to transfer all 19 of their certificate credits upon admission to the Oregon MPH Program.  (Approved by CC/TCC 4/22/08 and 2/11/09)

**Procedure:**

Students must request a credit transfer in their first term after matriculation.  Students must forward a syllabus of the course to be transferred to the PHPM Education Office (phpm@ohsu.edu).  It is the student’s responsibility to make sure the transfer process is initiated by the end of the first term.
Required Course Waiver Policy

Policy: All students accepted into the Oregon MPH Program will take the five OMPH core courses in addition to the set of track-required courses. It is understood that some students may already have completed a graduate course that appears to be duplicative of a required Oregon MPH core or track-required course. In such cases, students may petition to waive the requirement to take a specific required OMPH course. Please note, however, that students still will be responsible for the required number of credit hours for graduation.

For this waiver to be granted on the basis of a previously completed course, the following conditions must be met:

- Courses must address the learning competencies of the Oregon MPH course.
- Courses must be at the graduate or professional program level.
- Courses must be comparable to, or exceed, the credit hours of the Oregon MPH course.
- Courses must have been taken within the last seven academic years and the grade earned must be the equivalent of a B or better.
- Requests must be accompanied by a copy of the course syllabus, or equivalent official detailed description.
- All waivers must be approved by the track in which the student is enrolled.

A waiver of a required course applies only to the course requirement; it does not apply to waiver of credit hours to complete the program of study toward the MPH degree.

Procedure: Students requesting course waivers need to demonstrate the comparability of their previous course to the course instructor. The student must provide a copy of the course syllabus of the equivalent course, a transcript for the course, and any other appropriate supporting documentation to the PHPM Education Office (phpm@ohsu.edu) for waiver approval. The primary instructor for the course in question or the Program Director will determine comparability of the previous course and the required Oregon MPH Program course.

All waiver decisions will be clearly documented in the student’s file.

Course evaluation completion

We encourage all students to complete an anonymous evaluation of all courses for which they are registered. Course evaluations are important to assist faculty, staff, and program administration in assessing the quality of courses.

Leave of Absence & Continuous Enrollment Policy

Policy: A student in good standing may petition for a leave of absence. The cumulative amount of leave may not exceed 4 terms. Leave of absence status assures the student a continuation of admission in the degree program during the period of the leave of absence. A leave of absence is granted only to students in good standing. Students who fail to return to the degree program within 12 months of initiating a leave of absence will be administratively withdrawn from the program. Students on an approved leave of absence do not register for courses and are not required to pay instructional or other fees. Access to
university or program facilities and services and use of faculty or staff time will be restricted.

Failure to register without an approved leave of absence will result in an administrative withdrawal of the student’s admission to the program.

Special case for students matriculating prior to Fall 2013: Please also note that no leave of absence will be approved after a student defends his or her thesis. Even after you defend your thesis, you are required to be enrolled in at least one credit in any subsequent term until you complete your degree requirements and your MPH degree is conferred.

Procedure: Students who are considering a leave of absence should complete the withdrawal/leave of absence form found on the Registrar’s website. Submit the form to the PHPM Education Office (phpm@ohsu.edu) PRIOR to the start of the term. Students on approved leave are required to email or submit a letter of intent to the PHPM Education Office a minimum of 20 business days before the start of the term they are due back. It is the student’s responsibility to notify OHSU if plans change. The University and Office of Graduate Studies may administratively withdraw a student from a degree program if a student does not return by the date provided on the Leave of Absence form.

Time to Degree Completion
A student may take up to six years (18 terms, excluding summer) to complete the Oregon MPH Program degree. This limit is consistent with the By-Laws of the respective graduate studies programs at both OHSU and PSU. It is the Oregon MPH Program’s opinion that knowledge and skills gained in the Program are reasonably expected to lapse after 6 years, severely compromising the ability to complete the culminating experience (i.e., field experience or thesis). The Biostatistics Track will not request extensions of this time limit to the OHSU Office of Graduate Studies. Time spent on an approved Leave of Absence will be included in this 6-year time limit, with no extensions granted based on leave taken.

OMPH Track Transfer Policy
Matriculated Oregon MPH students may apply to transfer to another track.

- Students must talk with their Faculty Advisor and Track Coordinators in both the originating and receiving tracks, prior to requesting the transfer.
- Students do not need to re-apply to the Oregon MPH Program through the electronic application system, SOPHAS. However because of policies governing transcript use, students who applied before 2014 who are transferring from another campus will need to again request official transcripts. Students who applied through SOPHAS only need to notify the Program Office (program_office@oregonmph.org) to release the application materials to the new track.
- Students are required to revise their personal statements to include a description of why they are interested in transferring to the new track.
- Students must submit the revised statement, along with documentation of the Track Coordinators’ approvals, to the Oregon MPH Program Office at: program_office@oregonmph.org.
IV. Frequently Asked Questions about the Oregon MPH Program:

1. **How do I enroll for courses at partner institutions?**
   If you are interested in taking a class at a partner university other than your home campus you register via the Oregon MPH website online request found here:

   [http://www.oregonmph.org/content/course-registration-request](http://www.oregonmph.org/content/course-registration-request)

   Please refer to Appendix E.

2. **How do I park while at PSU and OHSU?**
   Oregon MPH students are eligible to purchase limited-term parking permits at OHSU and PSU. For more information on parking procedures, please use the contact information listed below.
   - **OHSU Parking Services**: #503.494.8283
     [http://www.ohsu.edu/parking/](http://www.ohsu.edu/parking/)
   - **PSU Parking Services**: #503.725.3442
     [http://www.aux.pdx.edu/transport/](http://www.aux.pdx.edu/transport/)

3. **How do I ride the Portland Streetcar, OHSU Aerial Tram, and TriMet bus/Max systems?**
   Oregon MPH Students have free access to both the Portland Streetcar and the OHSU Aerial Tram with their student ID cards. Be sure to have both your cards with you to avoid being charged the trip fare.

   In addition, both PSU and OHSU have arrangements with Trimet for discounted student passes.
   - **OHSU**: Passes are available to anyone who has a valid OHSU ID badge. OHSU subsidizes more than 70% off the retail price of TriMet passes for a cost of less than $25 per month and even less for most benefitted employees. Click here for more information: [http://www.ohsu.edu/xd/about/services/transportation-and-parking/transportation-options/trimet-information/index.cfm](http://www.ohsu.edu/xd/about/services/transportation-and-parking/transportation-options/trimet-information/index.cfm)
   - **PSU**: The PSU TriMet Student FlexPass Program is a partially-subsidized pass for use on the regional transit provider, TriMet. The FlexPass is valid for 3 months at a time, which covers the entire academic term. The quarterly cost of the FlexPass is roughly 30% off TriMet's retail price. Click here for more information: [http://www.pdx.edu/transportation/transit-for-students](http://www.pdx.edu/transportation/transit-for-students)

4. **How do I access library services at PSU and OHSU?**
   Oregon MPH students have full access to both the online and physical holdings of both university libraries.

   If you have questions about library resources, contact campus library services or the Oregon MPH Program Office.
OHSU Library Services:
Oregon MPH students can apply for their library barcode online at http://www.ohsu.edu/xd/education/library/services/forms/barcode.cfm or in person at the circulation desk once you have your OHSU ID badge.

Contact information:
http://www.ohsu.edu/library  Tel 503-494-3460

Laura Zeigen, MA, MLIS, MPH, AHIP
User Experience Librarian | Assistant Professor
Oregon Health & Science University
3181 SW Sam Jackson Park Road - LIB
Portland, Oregon 97239
zeigenl@ohsu.edu
Tel 503.494.0505

PSU Library Services:
Contact information:
http://library.pdx.edu  tel 503.725.5874

Emily Ford
Urban & Public Affairs Librarian
Branford P. Millar Library
Portland State University
forder@pdx.edu
Tel 503.725.3689
http://library.pdx.edu

5. How do I get more involved in the Oregon MPH Program? What are the opportunities to serve as a student representative?
This year, we embark on an important new step in our collaboration that includes new opportunities for students to engage in governance and evaluation in our existing and new programs of study and institutional structure. Building on the success of the Oregon MPH Program, OHSU and PSU are working together to establish a School of Public Health (SPH). A common vision for our unique SPH encompasses the thematic areas identified as strengths across the two institutions, and will help to build a workforce with specialized skills, knowledge, and competencies. Student and alumni engagement is vital to the development of new SPH, and to provide feedback and recommendations about existing activities and processes.

If you are a student considering a role in governance, let us (staff, faculty, and student representatives) know how we can answer your questions. If you are interested in these opportunities please contact your student representatives, Track Coordinator, or the Program Office for information regarding current opportunities. Contact information for your track can be found on your track webpage on the OMPH website.
6. How do I contact the OMPH Program office?

Program Coordinator: Alison Schneiger
506 SW Mill St., Suite 750H
Portland, OR 97201
Mail Code: OMPH-SCH
Tel 503.725.5186
Fax 503.725.5100
Email: alison@oregonmph.org or aschneig@pdx.edu

7. Where can I find out the most current information about the Oregon MPH Program?

You can find the most current information about the OMPH Program on our website at www.oregonmph.org. There you will find information on each of the six tracks, the curriculum and competencies, a list of Oregon MPH faculty, registration and admissions information, academic calendars, and links to important sites. Along with program information we provide a current list of job and volunteer announcements, field experience and volunteer opportunities, scholarships and GRA information, a list of current events, and other news. The website is updated regularly.

Additionally, as an Oregon MPH Program student, you have been automatically subscribed to the Oregon MPH Program Student Listserv. Through this listserv, students will receive a regular issue of the OMPH Digest, a compendium of the most current information about Oregon MPH Program events and news, job-related opportunities, internships, new class offerings, health-related seminars, upcoming events, fellowships and other items of interest. Past issues of the OMPH Digest can be found on the News & Events page at www.oregonmph.org.

8. What is the OMPH Student Showcase (formerly known as the “Symposium”) and when is it held?

The Oregon Master of Public Health Program Student Showcase is held Spring Term during National Public Health Week. The date for the Oregon MPH Student Showcase this year is Friday, April 10, 2015.

The showcase is designed to provide a forum for current students to share their ongoing work (from research, projects from class, field experiences, and current public health interests) with other members of the Oregon MPH Program and public health practitioners from around the state. It is great practice for future presentations at conferences such as American Public Health Association (APHA) and Oregon Public Health Association (OPHA). It is a time to show off your interests and contributions to Public Health, and to excite others about your work and interests.

9. What is the Oregon MPH listserv and how do I use it?

The program office maintains both Oregon MPH Student and Faculty listservs. As an OMPH Program student, you have been automatically subscribed to the Oregon MPH
Program Student Listserv. If you do NOT wish to be included on this listserv you must notify the program office to opt out. If you are not receiving emails, notify Program Coordinator Alison Schneiger at alison@oregonmph.org or tel 503.725.5186.

In addition, you may be added to track or department-specific listservs. Through these listservs, students will find the most current information about Oregon MPH Program events and news, job-related opportunities, internships, new class offerings, health-related seminars, upcoming events, fellowships and other items of interest. The Oregon MPH Program listserv is also a great way to communicate with other students. This listserv is not to be used to send personal messages, for fund-raising, or other solicitations, or to disseminate information not directly related to the OMPH program or the Public Health field. Please observe proper “netiquette” in all communications.

Websites of Interest

Oregon Master of Public Health Program
www.oregonmph.org

Portland State University
www.pdx.edu
Health Promotion: http://www.pdx.edu/sch/mph-health-promotion

Oregon Health and Science University
www.ohsu.edu
Epidemiology: http://www.ohsu.edu/xd/education/schools/school-of-medicine/departments/clinical-departments/public-health/education-programs/mph/
Environmental Systems & Human Health:
http://www.ohsu.edu/xd/research/centers-institutes/environmental-health/education/index.cfm?WT_rank=1
PHCHD: http://www.ohsu.edu/xd/education/schools/school-of-nursing/

American Public Health Association
www.apha.org
News, career resources, links to state, national and international public health organizations

Association of Schools and Programs in Public Health
www.aspph.org
Internship and job links, events, and information about academic programs

Centers for Disease Control and Prevention
www.cdc.gov
Provides epidemiological data, job links, education resources, etc.

Council on Education for Public Health
www.ceph.org
Academic public health accrediting agency

County Public Health Departments:
  Clackamas: http://www.clackamas.us/publichealth/
  Clark: http://www.clark.wa.gov/public-health/
  Multnomah: https://multco.us/health
  Washington: http://www.co.washington.or.us/HHS/PublicHealth/

Environmental Protection Agency
www.epa.gov
Environmental health resources

National Institutes of Health
http://www.nih.gov
Links to health institutes, health education materials

Oregon Health Division
www.ohd.hr.state.or.us
Oregon Health Division homepage

Oregon Employment Department
www.emp.state.or.us
Job links: city, county, state, federal, etc.

Oregon Public Health Association
http://www.oregonpublichealth.org/
News, career resources, links to public health organizations

Oregon Rural Health Association
www.orha.org
Rural health topics: advocacy, research, education

Public Health Employment Connection
http://cfusion.sph.emory.edu/PHEC/phec.cfm
Job listing site maintained by Emory School of Public Health
V. Frequently Asked Questions about the Biostatistics Track

How do I register for classes at OHSU?

Students register through the online ISIS system at [http://www.ohsu.edu/registrar/ISISOnline.htm](http://www.ohsu.edu/registrar/ISISOnline.htm). Using this secure, interactive application, students may display grades, display unofficial transcripts, view student account information, review any holds, view personal information such as address, email, etc., view and/or print class schedules, and register for classes. Instructions are provided on the ISIS website. Course schedules and descriptions are included on Department of Public Health and Preventive Medicine website (Courses and Schedules can be found under “Education Programs”). If there are problems registering, contact the Department’s Education Coordinator Natalie Chin at [phpm@ohsu.edu](mailto:phpm@ohsu.edu).

What kind of financial aid is available?

Financial aid applications can be made through the OHSU Financial Aid Office. Teaching Assistantships in Biostatistics are available to outstanding students who have completed the series of classes in that discipline. If you are interested in being a TA for a class, contact the instructor. Research Assistantships are available for Department grants, and applicants who have completed the Biostatistics series are preferred candidates. Scholarship information is available on the Department website. Some support is available for student research projects through the Tartar Grants, available through the School of Medicine. The Tartar Grant deadline is usually in February. Limited funding to support travel to professional conferences for presentation of student research is available through the Department’s Katherine Riley Travel Scholarship.

What is the policy for continuous (minimum) enrollment?

Students must be enrolled for at least one credit per quarter or have an approved [Leave of Absence form](#) on file for that quarter. No more than 4 cumulative terms of leave are permitted.

What is the difference between full-time and part-time students?

A full-time student is enrolled for 9 to 16 credits per quarter. A part-time student is enrolled for less than 9 credits. If you wish to enroll in more than 16 credits, please contact Natalie Chin in the PHPM Education Office at [phpm@ohsu.edu](mailto:phpm@ohsu.edu) to request an overload. Natalie will need to obtain approval from OHSU Graduate Studies, so be sure to contact her early in the registration period.

Are evening classes available in the Oregon MPH Program?

Most Biostatistics track classes at OHSU are offered in the afternoon. The Portland State courses are offered in the evening from 4-6:30 pm.
Can I substitute other comparable courses for required courses in the program?

You may petition to transfer up to 20 credits from another institution into the program. The course must be no more than 7 years old at the anticipated time of graduation from the MPH program. A course description and syllabus must be provided to determine comparability. See Course Waiver/Transfer policies.

What is service-based or community-based learning?

According to Campus Compact, a national service-learning organization, “service-learning is a teaching method which combines community service with academic instruction as it focuses on critical, reflective thinking and civic responsibility.” Through these courses students gain valuable experience and connections with community organizations. The experience with the organizations is then integrated into the classroom to provide students with a deeper understanding of the material. Courses incorporating service-learning opportunities include Community Organizing (PHE517 at PSU) and Program Evaluation (PA588 at PSU), among others. Students who apply their learning in a community or agency setting as opposed to the classroom benefit from seeing the practical application of epidemiology and biostatistical theory and methods first-hand. The Epidemiology and Biostatistics tracks require a field experience/practicum in a community setting so that students can obtain this benefit.

How do I arrange Reading and Conference or Research credits?

If you have a topic that you would like to explore in depth outside a regular class, you can talk with a potential faculty supervisor who is interested in the topic about signing up for a Reading and Conference class or credits for mentored research. If the faculty member agrees, you can register for the class online with his/her course registration number (CRN). (CRNs for Reading and Conference or student research are created as needed each term, so you must contact the Education Coordinator Natalie Chin at phpm@ohsu.edu for a CRN after obtaining permission.) You will be expected to define, complete, and submit work products to the faculty of record at the end of the term, and the faculty will assign your letter grade.

How do I access my enrollment files and transcripts?

These files are available through the online ISIS system.

What are my rights regarding my academic file?

You can access your student file any time you wish. If you should have a concern regarding contents of your file, please talk with the Track Director, Dr. Jodi Lapidus. If your concern is not resolved to your satisfaction, please follow the grievance procedure described above.
What are the required procedures for graduation?

OHSU awards diplomas for the term that degree requirements are completed. The degree requirements can be fulfilled at any time during the academic year. Degrees will not be awarded until all academic requirements have been met and the student pays all debts and discourages all other obligations.

In the term before you graduate, you must submit an Application for Degree Form.

The Hooding and Commencement ceremony is held in early June each year. Details are announced in early spring.

How can I become more involved with the [School, Unit, Department]?

The Graduate Student Organization at OHSU welcomes representatives from all degree programs on campus. The Department of Public Health and Preventive Medicine also sends student representatives to the Oregon MPH Program to participate in Program governance. If you are interested in participation in these activities, contact Track Director Dr. Jodi Lapidus.

What other resources are available to students on the OHSU campus?

The Department of Public Health and Preventive Medicine presents a Grand Rounds lecture on various public health topics every third Thursday of each month from 12:00 to 1:00 PM. This lecture series is free and students are encouraged to attend. Please see the Department homepage for event details at http://www.ohsu.edu/public-health/. Announcements of special events are posted on the website and sent out to department and student listservs.

Also, library resources are available to students online as well as in standing holdings. Please visit the library website for campus locations, hours, catalogs, print & electronic reserves, and more: http://www.ohsu.edu/library.

In addition, the OHSU Fitness and Sports Center (March Wellness) offers a wide variety of fitness classes, equipment, and programs for students and fitness center members. Full-time OHSU students must present their student ID card with a current term sticker before being admitted to the building. Current stickers can be obtained at the Cashier’s Office located in Baird Hall. For more information, please visit their website at http://www.ohsu.edu/academic/acad/fsc/

How do I find out about Field Experience opportunities?

Students arrange field experiences based upon their interests. Opportunities are frequently advertised in emails that are sent out to all students. These announcements include information on how to contact the preceptor for the site. Students can email the preceptor
and arrange for a meeting to discuss their possible participation in the experience. In addition, ongoing projects are listed on the Department website with the contact information for the preceptor. If you are having difficulty identifying an internship, talk with the Field Experience Coordinator. If you are already working on an internship and there are problems, see your Faculty Advisor and the Field Experience Coordinator as soon as possible.

VI. OMPH Faculty, Student Representative and Staff Contact Information

For a complete faculty list, see the Oregon MPH Program website: www.oregonmph.org

2014-2015 Student Representative elections will occur in early October.

Please direct all inquiries of an administrative nature to phpm@ohsu.edu first.

Thomas Becker, MD, PhD  
Department Chair  
Email: beckert@ohsu.edu  
Phone #: 503.494.1175

William Lambert, PhD  
Education Director  
Email: lambertw@ohsu.edu  
Phone #: 503.494.9488

Jodi Lapidus, PhD  
Biostatistics MPH Track Director  
Email: lapidusj@ohsu.edu  
Phone #: 503.494.1167

Natalie Chin  
Education Coordinator  
Phone #: 503.494.1158  
Email: phpm@ohsu.edu

Tree Casiano, MS  
Education Manager  
Phone #: 503.494.2012  
Email: trianot@ohsu.edu

See our website for more information about who’s who in the Department of Public Health and Preventive Medicine.

Mailing address:
Oregon Health & Science University  
Department of Public Health and Preventive Medicine  
3181 SW Sam Jackson Park Road  
Mail Code: CB 669  
Portland, Oregon 97239

Fax number: 503.494.4981
Education Office hours: Monday – Friday, 9:00 am to 4:30 pm

Education Office email: phpm@ohsu.edu
Appendix A. Campus Maps

Oregon Health & Science University - Marquam Hill

http://www.ohsu.edu/xd/about/visiting/directions/upload/OHSU_ext_map_BW_8-5x11_FNL.pdf

Oregon Health & Science University - South Waterfront Central District

http://www.ohsu.edu/xd/about/visiting/directions/upload/FPP-3067617-New-Building-flyer-52714-MOD.pdf

Portland State University

http://www.pdx.edu/sites/default/files/campus-map-lrg.jpg
Appendix B. Student Advising
Advising Checklist
MPH in Biostatistics, Oregon MPH Program

Student Name: _______________________________________________________________

Faculty Advisor: ___________________________________________________________

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Grade</th>
<th>Term/Year</th>
<th>Comments</th>
</tr>
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<tr>
<td>BSTA 511</td>
<td>Biostatistics I (Estimation and Hypothesis Testing)</td>
<td>4</td>
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<td></td>
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<tr>
<td>PHPM 512</td>
<td>Epidemiology I (Introduction)</td>
<td>4</td>
<td></td>
<td></td>
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<tr>
<td>PHPM 517 (PHE 512)</td>
<td>Principles of Health Behavior</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHPM 518 (PHE 580)</td>
<td>Concepts of Environmental Health</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHPM 519 (PAH 574)</td>
<td>Health Systems Organization</td>
<td>3</td>
<td></td>
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</tbody>
</table>

Oregon MPH Program Core Courses (17 credits)

| Track Required Courses (29 credits) |
|-------------------------------------|----------------------------------|
| BSTA 512 Linear Models              | 4                                |
| BSTA 513 Categorical Data Analysis  | 4                                |
| BSTA 515 Data Management and Analysis in SAS | 3 | |
| BSTA 516 Design and Analysis of Surveys | 3 | |
| BSTA 519 Applied Longitudinal Data Analysis | 3 | |
| PHPM 513 Epidemiology II            | 4                                |
| PHPM 520 Ethics of Research and Application in Public Health | 3 | |
| PHPM 566 Current Issues in Public Health | 2 | |
| PHPM 507 (PHE 519*) Introduction to the Etiology of Disease | 3 | |

* Students that can demonstrate completion of similar coursework to PHE 519 may request a waiver of this course and substitute an additional 3 elective credits.
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Grade</th>
<th>Term/Year</th>
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<td>BSTA 504</td>
<td>Topics in Biostatistics</td>
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<td></td>
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<td>BSTA 514</td>
<td>Survival Analysis</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BSTA 517</td>
<td>Statistical Methods in Clinical Trials</td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>BSTA 518</td>
<td>Spatial Data Analysis with Geographic Information Systems</td>
<td>3</td>
<td></td>
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<td>BSTA 521</td>
<td>Bayesian Methods for Data Analysis</td>
<td>3</td>
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<td>Introduction to Probability</td>
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<td>Mathematical Statistics I</td>
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<tr>
<td>PHPM 514</td>
<td>Epidemiology III</td>
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### Public Health Practicum (6 credits)

<table>
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<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Grade</th>
<th>Term/Year</th>
<th>Comments</th>
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<tr>
<td>PHPM 504</td>
<td>Field Experience</td>
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<td>Site and Preceptor</td>
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<td>Proposal and Learning Contract</td>
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<td>Final Report</td>
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<td></td>
<td></td>
<td>Reflective Paper</td>
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<td></td>
<td></td>
<td></td>
<td>Oral Presentation</td>
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**Total Credits (Minimum = 60)**
### Appendix C. Academic & OMPH Events calendar

<table>
<thead>
<tr>
<th>Summer Term 2014 (the OHSU academic year begins in summer term)</th>
<th>Dates</th>
</tr>
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<tbody>
<tr>
<td>Registration Begins</td>
<td>5/19/2014</td>
</tr>
<tr>
<td>Last Day to Register without Late Fee</td>
<td>7/7/2014</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>12 Week Session: 6/30</td>
</tr>
<tr>
<td></td>
<td>6 Week Session A: 6/30</td>
</tr>
<tr>
<td></td>
<td>6 Week Session B: 8/11</td>
</tr>
<tr>
<td>Independence Holiday</td>
<td>7/4/2014</td>
</tr>
<tr>
<td>Last Day to Withdraw with 100% refund</td>
<td>12 Week Session: 7/11</td>
</tr>
<tr>
<td></td>
<td>6 Week Session A: 7/11</td>
</tr>
<tr>
<td></td>
<td>6 Week Session B: 8/15</td>
</tr>
<tr>
<td>Last Day to Withdraw with 50% refund</td>
<td>12 Week Session: 7/25</td>
</tr>
<tr>
<td></td>
<td>6 Week Session A: 7/18</td>
</tr>
<tr>
<td></td>
<td>6 Week Session B: 8/29</td>
</tr>
<tr>
<td>Last day to Drop Classes with a “W”. Classes dropped after this date will receive a “WNP” or “WP” prior to the last week of the term. Students cannot withdraw from a class during the last week of the term.</td>
<td>12 Week Session: 8/1</td>
</tr>
<tr>
<td></td>
<td>6 Week Session A: 7/18</td>
</tr>
<tr>
<td></td>
<td>6 Week Session B: 8/29</td>
</tr>
<tr>
<td>Labor Day Holiday</td>
<td>9/1/2014</td>
</tr>
<tr>
<td>Summer Term Ends</td>
<td>12 Week Session: 9/19</td>
</tr>
<tr>
<td></td>
<td>6 Week Session A: 8/8</td>
</tr>
<tr>
<td></td>
<td>6 Week Session B: 8/19</td>
</tr>
<tr>
<td>Fall Term 2014</td>
<td>8/18/2014</td>
</tr>
<tr>
<td>Registration Begins</td>
<td>9/29/2014</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>10/6/2014</td>
</tr>
<tr>
<td>Last day to Register Without Late Fee</td>
<td>10/6/2014</td>
</tr>
<tr>
<td>Last day to Add/Audit or Drop Classes without a “W”</td>
<td>10/10/2014</td>
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<tr>
<td>Last Day to Withdraw with 100% refund</td>
<td>10/24/2014</td>
</tr>
<tr>
<td>Last Day to Withdraw with 50% refund</td>
<td>10/24/2014</td>
</tr>
<tr>
<td>Last day to Drop Classes with a “W”. Classes dropped after this date will receive a “WNP” or “WP” prior to the last week of the term. Students cannot withdraw from a class during the last week of the term.</td>
<td>10/31/2014</td>
</tr>
<tr>
<td>Thanksgiving Holiday*</td>
<td>11/27/2014</td>
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<tr>
<td>Fall Term Ends</td>
<td>12/19/2014</td>
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<tr>
<td>Winter Term 2015</td>
<td>11/24/2014</td>
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<tr>
<td>Registration Begins</td>
<td>1/5/2015</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>1/12/2015</td>
</tr>
<tr>
<td>Last Day to Register Without Late Fee</td>
<td>1/12/2015</td>
</tr>
<tr>
<td>Last day to Add/Audit or Drop Classes without a “W”</td>
<td>1/16/2015</td>
</tr>
<tr>
<td>Last Day to Withdraw with 100% refund</td>
<td>1/19/2015</td>
</tr>
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<td>Last Day to Withdraw with 50% refund</td>
<td>1/30/2015</td>
</tr>
<tr>
<td>Last day to Drop Classes with a “W”. Classes dropped after this date will receive a “WNP” or “WP” prior to the last week of the term. Students cannot withdraw from a class during the last week of the term.</td>
<td>2/6/2015</td>
</tr>
<tr>
<td>Presidents Day Holiday* (no classes)</td>
<td>2/16/2015</td>
</tr>
<tr>
<td>Winter Term Ends</td>
<td>3/20/2015</td>
</tr>
<tr>
<td>Spring Term 2015</td>
<td>2/16/2015</td>
</tr>
<tr>
<td>Registration Begins</td>
<td>3/30/2015</td>
</tr>
<tr>
<td>Classes Begin</td>
<td>4/6/2015</td>
</tr>
<tr>
<td>Last Day to Register Without Late Fee</td>
<td>4/6/2015</td>
</tr>
<tr>
<td>Last day to Add/Audit or Drop Classes without a “W”</td>
<td>4/10/2015</td>
</tr>
<tr>
<td>Last Day to Withdraw with 100% refund</td>
<td>4/24/2015</td>
</tr>
<tr>
<td>Last Day to Withdraw with 50% refund</td>
<td>4/24/2015</td>
</tr>
<tr>
<td>Last Day to Drop Classes with a “W”. Classes dropped after this date will receive a “WNP” or “WP” prior to the last week of the term. Students cannot withdraw from a class during the last week of the term.</td>
<td>5/1/2015</td>
</tr>
<tr>
<td>Memorial Day Holiday* (no classes)</td>
<td>5/25/2015</td>
</tr>
<tr>
<td>Spring Term Ends</td>
<td>6/19/2015</td>
</tr>
<tr>
<td>Graduation Portland - Schools of Medicine &amp; Nursing</td>
<td>TBD</td>
</tr>
</tbody>
</table>
OMPH Calendars:

**Oregon MPH Program Calendar, AY 2014-2015:** The Oregon MPH Program Office calendar includes important program events, governance committee meetings, external events and holidays/closures affecting Oregon MPH partner campuses. The calendar is updated periodically with events and administrative deadlines for the current academic year. The Program Calendar can be found here: [http://oregonmph.org/content/news-and-events#OMPH Program Office calendar](http://oregonmph.org/content/news-and-events#OMPH Program Office calendar)

**Oregon MPH Program Calendar of Events:** The Oregon MPH Program Calendar of events includes items from the Program Calendar, as well as internal and external events, trainings, workshops, conferences, and other opportunities. The Calendar of Events can be found here: [http://oregonmph.org/content/news-and-events](http://oregonmph.org/content/news-and-events)
Appendix D. Core course schedule for 2014-2015

*Please note that the course schedule may change, please go to the OMPH website: [http://www.oregonmph.org/content/core-schedule](http://www.oregonmph.org/content/core-schedule), for the most current course registration information.*
Appendix E. Intercampus registration procedure

Oregon MPH Intercampus Registration Instructions for ALL Students

**Important note:** OHSU and PSU follow both different registration schedules and slightly different term calendars. Please see [http://oregonmph.org/content/registration](http://oregonmph.org/content/registration) for this year’s registration and quarter schedules. *All intercampus registration is handled through the Oregon MPH Program office.*

**General information** on intercampus registration: [http://oregonmph.org/content/course-registration-request](http://oregonmph.org/content/course-registration-request)

- The registration process can take time to complete, so please plan ahead and note that some financial aid depends upon completed registration by a particular date. The registration deadlines for intercampus/joint registration requests are updated on the Oregon MPH Program website. Requests will be accepted after the deadline, but we cannot guarantee the process will be completed and access to the course granted by the first day of the term if the request is submitted after the posted due date.
- You do not need to seek permission from your advisor to take one of the five core classes at the partner campus. However, it is your responsibility to seek approval from your advisor to take non-core (i.e., elective or Area of Emphasis) courses outside of your track, to ensure that the title you are seeking is applicable to your program of study. Once you receive the approval from your advisor, please follow the instructions below to register for a class at another campus. You may be asked to provide this approval.
- Please note that web-based and distance courses may involve additional fees.
- Online at OHSU: During the 2014-15 academic year, online courses offered through the Primary Health Care and Health Disparities track (School of Nursing, OHSU) are available only to students in that track and the Graduate Certificate in Public Health. Information will be posted about their open availability for AY2015-16 in advance of Fall 2015 registration.
- If you wish to drop the class after requesting intercampus registration please notify the Oregon MPH Program office immediately so that we can free the "spot" in the course. However, notification to our office does NOT drop you from the course; you are ultimately responsible to be sure that you drop the courses following the procedures of the Registrar’s Office at your campus.

**Instructions** for intercampus registration: [http://oregonmph.org/content/course-registration-request](http://oregonmph.org/content/course-registration-request)

- You must submit the online form [http://oregonmph.org/content/course-registration-request](http://oregonmph.org/content/course-registration-request) for all intercampus (joint) registration course requests, without exception.
  - Be prepared with your *home campus* student ID#, course title, course number, course CRN, professor and credits
The Oregon MPH Program Office will email you receipt of this request. This does not guarantee enrollment in the course, only that the process is underway.

The Oregon MPH Program Office will obtain the instructor/department approval for students. This may take some time so please plan ahead. This approval is required.

The Oregon MPH Program Office will contact you as soon as instructors/departments respond with the status of your request (e.g., accepted, waitlisted).

If accepted to the course, the Oregon MPH Program Office will facilitate the registration paperwork with the administrative team and Registrar at your home university. You will receive confirmation (or further instructions) at this time.

If you have questions contact the Oregon MPH Program Office directly at 503.725.5186 or email registration@oregonmph.org.
Appendix F. Field Experience/Internship guidelines

Our Field Experience Handbook can be found on the Public Health & Preventive Medicine’s website.
Appendix G. Forms

All forms for students in the Department of Public Health and Preventive Medicine can be found on the Forms Page of the Department’s website.
Appendix H.

Certified in Public Health (CPH)
by National Board of Public Health Examiners (NBPHE)

In August 2008, the first national certification exam for graduates of CEPH-accredited schools and programs of public health was offered. The NBPHE believe the exam will keep public health practitioners at the forefront of their field by ensuring competency in the five basic core competencies in public health. At present, the CPH exam is not required by the OMPH Program, but it is anticipated that it will be in the near future; students are encouraged to take the exam if certification supports professional goals.

To find out more about the exam go to: http://www.nbphe.org