

# BMI 521: Public Health Informatics

J.A. Magnuson, PhD

Summer 2014

3 credits

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## I. Objectives

This course offers an introduction to the fundamentals of public health informatics. It is designed to benefit students from various backgrounds, whether medical, computer science, or other.

## II. Instructor

The primary instructor for this course is J.A. Magnuson, PhD. The best way to reach her is via email ([jamagnuson@gmail.com](mailto:jamagnuson@gmail.com)) or through the Discussion Board during virtual office hours.

## III. Course Details

- Class Reading:
  - *Textbook*: Public Health Informatics and Information Systems  
Magnuson, J.A., Fu, Jr., Paul C. (Eds.)  
2nd ed. 2014, XVIII, 666 p. 114 illus., 35 illus. in color.  
Available Formats: eBook, Hardcover  
ISBN 978-1-4471-4236-2
  - *Outside Reading Assignments*: Will be provided within the units.
  - *Lectures*: Will be posted in text or PowerPoint format.
- Class Exercises: Homework assignments and/or weekly quiz for each unit.
- Class Participation: Discussion and interaction via the Discussion Board.
- Additional Components: This course has a final examination (open book).
- Office Hours: Virtual office hours may be arranged per student consensus. Students are always encouraged to communicate with me via email.

## IV. Course Outline

| Unit Topics |  |
|-------------|--|
| Unit 1      | Introduction to Public Health Informatics        |
| Unit 2      | Public Health Information Infrastructure         |
| Unit 3      | Standards  |
| Unit 4      | Privacy, Security, and Ethics                    |
| Unit 5      | Data Sources and Data Tools                      |
| Unit 6      | Electronic Health Records                        |
| Unit 7      | Evaluation for Public Health Informatics         |
| Unit 8      | Public Health Systems and Applications: Part I   |
| Unit 9      | Public Health Systems and Applications: Part II  |
| Unit 10     | Public Health Systems and Applications: Part III |
| Unit 11     | Final Exam                                       |

## V. Class Exercises: Homework Assignments and Quizzes

Each unit will include one or more exercises. An exercise may be in the form of an assignment or a short quiz.

Expectations for assignments:

- a) For essay-type assignments, follow general rules of scientific writing. As a general rule, for written assignments be sure to double-space the text and provide both a title and a reference page, and name your file as follows: *UnitNBR-StudentName-Date* (italicized terms to be supplied by student). If additional special formatting is required or if Turnitin will be utilized, you will be given specific instructions.
- b) This class has a zero-level of tolerance for plagiarism. If any instance of plagiarized work is found in a student's submitted material, the instructor reserves the right to refuse to grade that material.

## VI. Class Participation – Discussion Board

Participation and interaction is an important part of any class. For this online class, students are expected to participate in the discussion for each unit. To get full credit for class participation, students must post at least one item to the discussion board for each unit (additional instructions will be provided during the course). For most units, at least one response post to another student is also required. Postings need not be brilliant nor lengthy, but they should be original and substantive (i.e., not a “me too” posting). Postings should be made in the time allotted, however, if you need occasional flexibility on this schedule, please ask me.

Guidelines for the forums are as follows:

- a) Initial post should be between 150-350 words
- b) Use citations for any referenced material, whether from the lecture, assigned readings, or your own research
- c) Your response post should do one of the following:
  - a. disagree (politely) with the post;
  - b. ask a thought-provoking question; or
  - c. add meaningful value to the topic.
- d) Grading for forum assignments is as follows:

| Grading             | Post + Response Assignments | Post Only Assignments |
|---------------------|-----------------------------|-----------------------|
| Original Content    | 5                           | 8                     |
| Response Content    | 3                           | NA                    |
| Overall Writing     | 2                           | 2                     |
| <i>Total Points</i> | <i>10</i>                   | <i>10</i>             |

Please note that the instructor will read and grade the forum posts, but may not always respond within the forum. Your main *individual* interaction with the instructor will be in the form of grading comments and emails.

## VII. Attendance

The realities of life are such that you may not be able to attend every week of the class. In general, late assignments will be graded down 10% if <24 hours late, 20% if 24-48 hours late. Assignments overdue by more than 48 hours generally will not be accepted, though some leeway may be granted for hardship circumstances. Be sure to check with the instructor immediately when you suspect you may be facing unusual problems with your schedule - it is much better to request special treatment in advance rather than after the fact.

## VIII. Final Examination

The final examination is open-book. More information on the final exam will be provided during the class. Unlike all other assignments and quizzes, grading of the final exam is fully automated and does not include detailed feedback to the student. However, students are encouraged to make note of any questions of interest and follow up with the instructor for specific feedback on those items.

## IX. Grading

The overall class grade is assigned as follows:

|                     |     |
|---------------------|-----|
| Class Exercises     | 50% |
| Class Participation | 40% |
| Final Exam          | 10% |

Graduate Studies in the OHSU School of Medicine is committed to providing grades to students in a timely manner. Course instructors will provide students with information in writing at the beginning of each course that describes the grading policies and procedures including but not limited to evaluation criteria, expected time needed to grade individual student examinations and type of feedback they will provide.

Class grades are due to the Registrar by the Friday following the week of finals. However, on those occasions when a grade has not been submitted by the deadline, the following procedure shall be followed:

- 1) The Department<sup>1</sup> /Program Coordinator<sup>2</sup> will immediately contact the Instructor requesting the missing grade, with a copy to the Program Director and Registrar.
- 2) If the grade is still overdue by the end of next week, the Department<sup>1</sup> /Program Coordinator<sup>2</sup> will email the Department Chair directly, with a copy to the Instructor and Program Director requesting resolution of the missing grade.
- 3) If, after an additional week the grade is still outstanding, the student or Department<sup>1</sup> /Program Coordinator<sup>2</sup> may petition the Office of Graduate students for final resolution.
  - 1) *For courses that are run by a specific department.*
  - 2) *For the conjoined courses (course number is preceded by CON\_ that are run by Graduate Studies.*

### i. Late Assignments

See guidelines for late assignments under VII. Attendance, above.

### ii. Incompletes

The School of Medicine discourages the use of Incompletes and provides explicit instructions. In order for a grade of Incomplete to be possible, the restrictions of the policy must be met (<http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/admin-resources.cfm>). The policy specifications include, but are not limited to, the following -

- a) Incompletes can only be granted for illness, accident or other circumstances, and the reason(s) must be acceptable to the instructor.
- b) Incompletes can only be used when >80% of total coursework has been completed already, i.e., the student only needs a week or two to complete the remaining assignments. If a great deal of work is lacking, the student should withdraw or receive an "F."
- c) Incompletes can be used only if the student has a "C" or higher in the class at the time the Incomplete is given.

- d) By default, the student has one additional term to complete the assignments but the instructor has the option to choose an earlier due date. This date would be indicated on the Incomplete Agreement form.
- e) If an *Incomplete Agreement* has been submitted and the student does not complete the assignments on time, the registrar will convert the incomplete to an "F."
- f) Students are responsible for completing incomplete assignments even if they are on a Leave of Absence.

## X. Copyright Information

Every reasonable effort has been made to protect the copyright requirements of materials used in this course. Class participants are warned not to copy, audio, or videotape in violation of copyright laws. Journal articles will be kept on reserve at the library or online for student access. Copyright law does allow for making one personal copy of each article from the original article. This limit also applies to electronic sources.

To comply with the fair use doctrine of the US copyright law, Sakai course sites close three weeks after grades are posted with the Registrar. Please be sure to download all course material you wish to keep before this time as you will have no further access to your courses.

## XI. DMICE Communication Policy

1. If the syllabus directs the student to contact the TA before contacting the instructor, the student should do so. Otherwise, the student should contact the instructor and allow 2 business days (not including weekends) for a response.
2. If the student does not receive a response from the instructor within 2 business days, s/he should contact the TA (if there is one). When contacting the TA s/he should cc the instructor and Diane Doctor at [doctord@ohsu.edu](mailto:doctord@ohsu.edu).
3. If a student does not receive a response from the TA within 1 business day (not including weekends), s/he should contact Diane Doctor at [doctord@ohsu.edu](mailto:doctord@ohsu.edu) and cc the instructor and the TA.
4. If Diane does not reply within 1 business day (not including weekends), the student should contact Andrea Ilg at [ilgan@ohsu.edu](mailto:ilgan@ohsu.edu).
5. Students having difficulties with Sakai should contact the Sakai Help Desk at [sakai@ohsu.edu](mailto:sakai@ohsu.edu) or at (877) 972-5249. Sakai help is available M-F from 8am to 10-pm and weekends from Noon to 5pm. Do not contact the instructor.

## XII. Student Access

OHSU is committed to providing equal access to qualified students with disabilities. Student Access determines and facilitates reasonable accommodations, including academic adjustments and auxiliary aids, for students with documented disabilities. A qualified student with a disability is a person who meets the academic and technical standards requisite to admission or

participation in a particular program of study. As defined by the Americans with Disability Act (ADA), a person with a disability has a physical or mental impairment that substantially limits one or more major life activities of the individual. This may include, but is not limited to, physical conditions, chronic health issues, sensory impairments, mental health conditions, learning disabilities and ADHD. Student Access works with students with disabilities from all of OHSU's educational programs and at each campus.

Each school has an assigned Program Accommodation Liaison (PAL), who acts as an "in-house" resource for students and faculty concerning access issues for students with disabilities. The PAL works in collaboration with Student Access to implement recommended accommodations for students with disabilities.

It is recommended that you contact Student Access to consult about possible accommodations if you a) received disability accommodations in the past, b) begin experiencing academic difficulties, and/or c) are given a new diagnosis from your healthcare provider.

Learn more about Student Access:

Phone: 503 494-0082

Email: [studentaccess@ohsu.edu](mailto:studentaccess@ohsu.edu)

Website: [www.ohsu.edu/student-access](http://www.ohsu.edu/student-access)

### **XIII. Academic Honesty**

Course participants are expected to maintain academic honesty in their course work. Participants should refrain from seeking past published solutions to any assignments. Literature and resources (including Internet resources) employed in fulfilling assignments must be cited. See [http://www.ohsu.edu/xd/education/library/research-assistance/plagiarism.cfm?WT\\_rank=1#](http://www.ohsu.edu/xd/education/library/research-assistance/plagiarism.cfm?WT_rank=1#) for information on code of conduct for OHSU and <http://www.ohsu.edu/xd/education/teaching-and-learning-center/for-students/index.cfm> for more information on citing sources and recognizing plagiarism.

*In an effort to uphold the principles and practice of academic honesty, faculty members at OHSU may use originality checking systems such as Turnitin to compare a student's submitted work against multiple sources.*

*To protect student privacy in this process, it will be necessary to remove all personal information, i.e. student name, email address, student u-number, or any other personal information, from documents BEFORE submission.*

### **XIV. Use of Sakai**

This course will have an online component, which can be accessed through Sakai, OHSU's online course management system. For any technical questions or if you need help logging in, please contact the Sakai Help Desk.

Hours: Sakai Help Desk is available Mon – Fri, 8 am – 10 pm and weekends and holidays 12 pm – 5 pm

Contact Information:

(Toll-free) 877-972-5249

(Web) <http://atech.ohsu.edu/help>

(Email) [sakai@ohsu.edu](mailto:sakai@ohsu.edu)