Course Title: Health Services and Policy Research
Course Number: HSAP 0614J
Course Pre- and Co-requisite(s): PHCO 0504 Introduction to Biostatistics
Course Location: Rutgers School of Public Health 683 Hoes Lane West, Room 2A

Please note that beginning Thursday morning, March 12, 2020 all Rutgers School of Public Health course instruction will be delivered remotely at their regularly scheduled time. All face-to-face instruction is suspended - this includes any class meetings. Our class will meet via WebEx. To join WebEx use the following link https://rutgers.webex.com/meet/grafovib

Course Date & Time: Thursday, 3:00 p.m. - 5:00 p.m.
Course Instructor: Irina B. Grafova, Ph.D, Assistant Professor, grafovib@sph.rutgers.edu, (732) 235-6890, SPH building Room 310
Office Hours: Tuesdays, 2:00-3:00 p.m. at https://rutgers.webex.com/meet/grafovib or by appointment

Course Website: canvas.rutgers.edu


Additional/Supplemental Readings/Resources: Other readings as assigned (will be available on Canvas)

SPSS - You will need to use SPSS software to analyze your final project datasets. SPSS v25 is available for purchase (1-year license, expires 6/30/20) for $100.00 via the Rutgers University Software Portal: https://software.rutgers.edu/product/3486. You may also rent SPSS v25 standard version for $52 for 6 months via On the Hub: https://www.onthehub.com/spss/.

Please note that as of March 17, 2020 in an effort to assist faculty and students seeking to work from home, the Office of Information Technology (OIT) has secured licenses that will temporarily provide members of the university community with free, remote access to a number of important software applications. This includes SPSS Statistics Premium w/Amos

Course Description: This is a basic course in research methods, designed to acquaint students with methods to conduct health behavior and health policy research. The course explores major research methods and techniques. While the emphasis will be on quantitative methods, qualitative methods are also introduced. While this is not a statistics course, a basic understanding of statistics will be useful in this course as statistical concepts, problems and analyses are frequently considered.

Selected Concentration Competencies Addressed:

Each Concentration identifies competencies for each degree offered. The competencies addressed in this course for the MPH include:
1. apply quantitative and qualitative research methods in the analysis of health service and policy issues;
2. assess and delineate public health policies and practices recognizing legal and ethical implications for individuals and populations;
3. use various techniques to conduct needs assessments of diverse populations;
4. design, implement, conduct, and evaluate health education/promotion programs in diverse settings;

Please visit the Concentration webpages on the School of Public Health’s website at sph.rutgers.edu for additional competencies addressed by this course for other degrees and concentrations.

Course Objectives: Provide a bulleted list of the objectives of the course (do not present as a paragraph). Begin this section with the following statement: By the completion of this course, students will be able to:

a) Demonstrate their understanding of the basic research designs and processes
b) Review and synthesize research literature
c) Formulate research questions/generate hypotheses
d) Evaluate instruments for quality, including validity and reliability
e) Articulate the pros and cons of various data collection methodologies
f) Describe principles of sampling
g) Describe appropriate uses of qualitative and quantitative approaches
h) List and describe data bases used in public health
i) identify and address methodological and estimation challenges in data analysis
j) conduct descriptive secondary data analysis
k) Interpret and effectively communicate results from data analysis

Course Requirements and Grading:

- Description of the course’s required projects/assignments,

1. Participation will be assessed based on class attendance, participation in online discussion board, and participation in classroom discussion.
2. There will be eight multiple choice question quizzes administered on canvas. Each quiz will be associated with an assigned textbook chapter and will be due before class.
3. Final exam will be held on May 9. It will include multiple choice, true/false and short answer questions.
4. Data Analysis Project is a course long project. Each student will conduct a data analysis project on a topic of his/her choice using the Panel Study of Income Dynamics data and SPSS statistical software. The support for this project will in-class sessions of a demo data analysis project, online discussion board groups for peer feedback, one-on-one data support sessions. The documentation and instruction for a demo data analysis project and sample presentations of the student data analysis projects from previous semesters will be available online. Below is the list of data analysis projects dates:

   Jan. 30 Register on the Panel Study of Income Dynamics web site, not graded

   Feb 13 Annotated bibliography is due, graded
Feb 20 Discuss draft research question and variables list (online discussion board, not graded)

Feb 27 Submit research question and variables list, final version, graded

Mar 5 Discuss draft analysis plan (online discussion board, not graded)

Mar 12 Data analysis plan, final version, graded

April 23 Discuss draft presentation (online discussion board, not graded)

May 7 Presentations, graded

- **A list of activities, assignments, projects, exams, etc. that contribute to course grade, and the respective point/percentage value of each. For example:**
  1. Participation 5%
  2. Quizzes 15%
  3. Final exam 25%
  4. Data Analysis Project 55%
    - Annotated bibliography on topic area 10%
    - Research question and Variable List 10%
    - Analysis methods 10%
    - Research presentation 25%
  Total: 100%

- **Grading Policy:**
  - 94 – 100 A
  - 90 – <94 A-
  - 87 – <90 B+
  - 84 – <87 B
  - 80 – <84 B-
  - 77 – <80 C+
  - 70 – <77 C
  - <70 F

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<thead>
<tr>
<th>Competency</th>
<th>Course Objectives(s)</th>
<th>Lessons</th>
<th>Assessment(s)</th>
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<tbody>
<tr>
<td>1</td>
<td>a, g</td>
<td>1, 8, 6</td>
<td>Chapter 8 and 10 quizzes; Final exam;</td>
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<tr>
<td>2</td>
<td>b, f, e</td>
<td>5, 10</td>
<td>Annotated bibliography assignment; Chapter 7 and 12; Final exam;</td>
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<tr>
<td>3</td>
<td>h, e, d</td>
<td>2, 3, 4, 7</td>
<td>Chapter 4, 5, and 9 quizzes; Final exam;</td>
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<td>Research question and variables list assignment; Data analysis plan assignment; Data analysis support sessions; Research presentation assignment; Chapter 14 quiz; Final exam;</td>
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<td>4</td>
<td>c, i, j, k</td>
<td>11, 12, 13, 14, 15, 16</td>
<td>Chapter 14 quiz; Final exam;</td>
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Course Schedule:

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<tr>
<th>Wk</th>
<th>Date</th>
<th>Course Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Jan 23</td>
<td>Introduction to Research Methods; ch. 1, ch.2 pp. 43-57.</td>
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<tr>
<td>2</td>
<td>Jan 30</td>
<td>Research Design: Causality, units, Ch4</td>
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<td>3</td>
<td>Feb 6</td>
<td>Ch4 end, ch 5 beginning</td>
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<td>4</td>
<td>Feb 13</td>
<td>Conceptualization, operationalization, measurement, Ch.5</td>
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<td>5</td>
<td>Feb 20</td>
<td>Sampling, Ch 7</td>
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<td>6</td>
<td>Feb 27</td>
<td>Experiments, Ch 8</td>
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<td>7</td>
<td>Mar 5</td>
<td>Survey Research, Ch 9</td>
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<tr>
<td>8</td>
<td>Mar 12</td>
<td>Qualitative Research, Ch 10</td>
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<td>9</td>
<td>Mar 19</td>
<td>No class</td>
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<td>10</td>
<td>Mar 26</td>
<td>Evaluation Research, Ch 12</td>
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<td>11</td>
<td>Apr 2</td>
<td>Quantitative Data Analysis, Ch 14</td>
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<tr>
<td>12</td>
<td>Apr 9</td>
<td>Data analysis support</td>
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<tr>
<td>13</td>
<td>Apr 16</td>
<td>Reading and writing research; ch 15.</td>
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<tr>
<td>14</td>
<td>Apr 23</td>
<td>Data analysis support</td>
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<td>15</td>
<td>Apr 30</td>
<td>Student presentations</td>
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<tr>
<td>16</td>
<td>May 7</td>
<td>Student presentations</td>
</tr>
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Learning Management System: Canvas will be used extensively throughout the semester for course syllabus, assignments, announcements, communication and/or other course-related activities. It is the student’s responsibility to familiarize themselves with Canvas and check it regularly. If you have difficulties accessing Canvas, please inform the instructor and Canvas Support (help@canvas.rutgers.edu). Canvas is accessible at canvas.rutgers.edu.

School of Public Health Honor Code: The School of Public Health Honor Code is found in the School Catalog (sph.rutgers.edu/academics/catalog.html). Each student bears a fundamental responsibility for maintaining academic integrity and intellectual honesty in his or her graduate work. For example, all students are expected to observe the generally accepted principles of scholarly work, to submit their own rather than another’s work, to refrain from falsifying data, and to refrain from receiving and/or giving aid on examinations or other assigned work requiring independent effort. In submitting written material, the writer takes full responsibility for the work as a whole and implies that, except as properly noted by use of quotation marks, footnotes, etc., both the ideas and the works used are his or her own. In addition to maintaining personal academic integrity, each student is expected to contribute to the academic integrity of the School community by not facilitating inappropriate use of her/his own work by others and by reporting acts of academic dishonesty by others to an appropriate school authority. It should be clearly understood that plagiarism, cheating, or other forms of academic dishonesty will not be tolerated and can lead to sanctions up to and including separation from the Rutgers School of Public Health.

Students with Disabilities: Rutgers University welcomes students with disabilities into all of the University’s educational programs. In order to receive consideration for reasonable accommodations, a student must apply for services by first completing a registration form with the Rutgers Office of Disability Services (ODS) at ods.rutgers.edu. The student will also be required to participate in an ODS intake interview and provide documentation. If reasonable accommodations are granted, ODS will provide you with a Letter of Accommodations which should be shared with your instructors as early in your courses as possible.
**Graduate Student Computer Policy:** Students are required to possess a personal laptop, no older than approximately two years, that must meet minimum requirements which may be found online at: [sph.rutgers.edu/student-life/computer-support.html](sph.rutgers.edu/student-life/computer-support.html).

**Policy Concerning Use of Recording Devices and Other Electronic Communications Systems:** When personally owned communication/recording devices are used by students to record lectures and/or classroom lessons, such use must be authorized by the faculty member or instructor who must give either oral or written permission prior to the start of the semester and identify restrictions, if any, on the use of mobile communications or recording devices.

**Policy Concerning Use of Turnitin:** Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com (directly or via learning management system, i.e. Canvas) for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site. Students who do not agree should contact the course instructor immediately.

**Withdrawal/Refund Schedule:** Students who stop attending their course(s) without submitting a completed [Add/Drop Course](#) form will receive a failing grade. Furthermore, students dropping to zero credits for the semester are considered withdrawn and must submit a completed [Leave of Absence](#) form from the School of Public Health’s Office of Student Affairs. The School of Public Health refunds tuition only. Administrative and technology fees are non-refundable. You may find the Withdrawal/Refund Schedule on the School of Public Health website at: [sph.rutgers.edu/academics/school-calendar.html](sph.rutgers.edu/academics/school-calendar.html)