



Syllabus

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Course Information	HAP 445, Introduction to Health Services Research Course Placement: Core Location: Innovation Hall, Room 233, Fairfax Campus
Instructor	Renady Hightower, PhD Associate Professor College of Public Health, Room 4401 Office Hours: Tuesday 1:00 PM – 2:00 PM And/ or by Appointment
Course Description	An introductory course in the basic methods of interdisciplinary health services research and program evaluation in health systems and policy. The course covers topics related to policy, management, and program effect and evaluation within health delivery systems, including research design, existing data systems, measurement of quality and basic cost benefit, and effectiveness analysis.
Course Objectives	Upon completion of the course, students will be able to: <ul style="list-style-type: none"> • Critically review, interpret and evaluate research in the field of health sciences (i.e. public and community health; health services finance, organization and delivery; health policy and health technology). • Differentiate different types of research studies including qualitative, experimental, survey and evaluation research with specific elements of study design in health services research (i.e. as above). • Analyze research questions, research proposals, and appropriate data sources. Selectively apply research concepts as they relate to health services research (i.e. as above). • Utilize evidence from research to inform decision making in public and community health; health services finance, organization and delivery; health policy and health technology.
Course Methodology	HAP 445 class format is Hybrid and will combine reading, lectures, presentations, and other learning tools. The class will be interactive and require every student to be engaged in the classroom discussion and assignments. In addition to the lectures, screencasts and timely completion of assignments, every student will be expected to be an active participant and a dedicated individual applying what you learn to every element of the course work.

<p>Required textbook(s) and/or materials</p>	<p>Required Text:</p> <p>Shi, Leiyu. <i>Health Services Research Methods</i>, Delmar Series in Health Services Administration, third edition, 2019.</p>
<p>Computer Requirements</p>	<p>Hardware: You will need access to a Windows or Macintosh computer with at least 2 GB of RAM and access to a fast and reliable broadband internet connection (e.g., cable, DSL). A larger screen is recommended for better visibility of course material. You will need speakers or headphones to hear recorded content and a headset with a microphone is recommended for the best experience. For the amount of Hard Disk Space required taking a distance education course, consider and allow for:</p> <ol style="list-style-type: none"> 1. the storage amount needed to install any additional software and 2. space to store work that you will do for the course. <p>If you consider purchasing a new computer, please go to Patriot Tech to see recommendations.</p> <p>Software: Many courses use Canvas as the learning management system. You will need a browser and operating system that are listed compatible or certified with the Canvas version available on the myMason Portal. See supported browsers and operating systems. Log in to myMason to access your registered courses. Some courses may use other learning management systems. Check the syllabus or contact the instructor for details. Online courses typically use Acrobat Reader, Flash, Java, and Windows Media Player, QuickTime and/or Real Media Player. Your computer should be capable of running current versions of those applications. Also, make sure your computer is protected from viruses by downloading the latest version of Symantec Endpoint Protection/Anti-Virus software for free here.</p> <p>Students owning Macs or Linux should be aware that some courses may use software that only runs on Windows. You can set up a Mac computer with Boot Camp or virtualization software so Windows will also run on it. Watch this video about using Windows on a Mac. Computers running Linux can also be configured with virtualization software or configured to dual boot with Windows.</p> <p>Note: If you are using an employer-provided computer or corporate office for class attendance, please verify with your systems administrators that you will be able to install the necessary applications and that system or corporate firewalls do not block access to any sites or media types.</p> <p>Course-specific Hardware/Software</p> <p>Check the syllabus for your course or contact the instructor prior to the start of the course to find out about specific technical requirements for your class. Hardware or software required for your course or program may be available for purchase at Patriot Computers (the University's computer store that offers educational discounts and special deals).</p>

Course Website	Canvas 9.1 will be used for this course. You can access the site at http://mymasonportal.gmu.edu . Login and click on the “Courses” tab. You will see HAP 445 NOTE: Username and passwords are the same as your Mason email account. You must have consistent access to an internet connection to complete the assignments in this course through Canvas (http://mymason.gmu.edu). Note the technology requirements for the College of Health and Human Services in your Canvas course menu—it contain details of minimum technology requirements.
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Participation	Learning can only happen when you are playing an active role. It is important to place more emphasis on developing your insights and skills, rather than transmitting information. Knowledge is more important than facts and definitions. It is a way of looking at the world, an ability to interpret and organize future information. An active learning approach will more likely result in long-term retention and better understanding because you make the content of what you are learning concrete and real in your mind. You can do this by reflecting on the content and activities of this course, asking questions, striving for answers, interpreting observations, and discussing issues with your peers.
Rules and Expectations	<p>In correspondence/communication students will be expected to:</p> <ul style="list-style-type: none"> a) Be professional and respectful in correspondence b) Make reasonable requests of the instructor. We will be happy to clarify course material and answer legitimate questions; however, please exhaust other information sources (e.g., syllabus, Canvas) for answering your question before contacting me and remember, “Poor planning on your part does not constitute an emergency on my part” <p>Regarding honesty in work students will be expected to:</p> <ul style="list-style-type: none"> a) Review the University integrity and honesty policies in the student handbook for guidelines regarding plagiarism and cheating (summarized below). I will gladly clarify my stance on any questionable or “grey area” issues you may have. b) Refrain from dishonest work as it will receive a minimum penalty of zero on the assignment and a maximum penalty of a zero for the course with a report to the Honor committee. The GMU Honor Code requires that faculty submit any suspected Honor Code violations to the Honor Committee. Therefore, any suspected offense will be submitted for adjudication.

Mason Honor Code	<p>The complete Honor Code statement is as follows:</p> <p><i>To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set forth this honor code:</i></p> <p>Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.</p> <p>See: George-Mason-University-Honor-Code-2019-2020</p> <p>(From Office of Academic Integrity website)</p>
Cheating Policy	<p>Any form of cheating on an activity, project, or exam will result in zero points earned. "Cheating" includes, but is not limited to, the following: reviewing others' exam papers, having ANY resources utilized when not allowed, collaborating with another student during an individual assignment. Please see information about cheating posted on the Office of Academic Integrity website.</p> <p>If you have questions about when the contributions of others to your work must be acknowledged and appropriate ways to cite those contributions, please talk with your instructor or contact the GMU Writing Center to schedule an appointment.</p>
Plagiarism and the Internet	<p>Copyright rules also apply to users of the Internet who cite from Internet sources. Information and graphics accessed electronically must also be cited, giving credit to the sources. This material includes but is not limited to e-mail (don't cite or forward someone else's e-mail without permission), newsgroup material, information from Web sites, including graphics. Even if you give credit, you must get permission from the original source to put any graphic that you did not create on your web page. Shareware graphics are not free. Freeware clipart is available for you to freely use. If the material does not say "free," assume it is not.</p> <p>Putting someone else's Internet material on your web page is stealing intellectual property. Making links to a site is, at this time, okay, but getting permission is strongly advised, since many Web sites have their own requirements for linking to their material. Review the information on plagiarism posted on the Office of Academic Integrity website.</p>

Generative AI	<p>When explicitly stated by the instructor, Generative AI tools may be allowed on the named assignment. Students will be directed if and when citation or statement-of-usage direction is required. Use of these tools on any assignment not specified will be considered a violation of the academic standards policy.</p> <p>Use of Generative AI tools may sometimes be in alignment with the learning outcomes for this course; when meeting the outcome requires original human action, creativity or knowledge, AI tool use would not align with the stated course goals.</p> <p>All academic standards violations will be reported using the Academic Standards Referral Form.</p>
Diversity and Inclusion	<p>This course embodies the perspective that we all have differing perspectives and ideas and we each deserve the opportunity to share our thoughts. Therefore, we will conduct our discussion with respect of those differences. That means, we each have the freedom to express our ideas, but we should also do so keeping in mind that our colleagues deserve to hear differing thoughts in a respectful manner, i.e., we may disagree without being disagreeable. The Office of Diversity, Inclusion, and Multicultural Education (ODIME) provides resources for an inclusive and welcoming campus environment.</p>
Individuals with Disabilities	<p>Students with documented disabilities should contact the Office of Disability Services (703) 993-2474) to learn more about accommodations that may be available to them. <i>(From the 2019-2020 Catalog – catalog.gmu.edu)</i></p>
Student Privacy Policy	<p>George Mason University strives to fully comply with FERPA by protecting the privacy of student records and judiciously evaluating requests for release of information from those records.</p> <p>Please see George Mason University's student privacy policy found at the Registrar's website site.</p>
E-Mail Policy	<p>Login page for Mason student email (Masonlive).</p> <p>Mason uses electronic mail to provide official information to students. Examples include notices from the library, notices about academic standing, financial aid information, class materials, assignments, questions, and instructor feedback. Students are responsible for the content of university communication sent to their Mason e-mail account and are required to activate that account and check it regularly. Students are also expected to maintain an active and accurate mailing address to receive communications sent through the United States Postal Service. <i>(From the 2017-18 Catalog – catalog.gmu.edu)</i></p>

<p>Course Grading and Evaluation</p>	<p>Grades will be assigned as follows:</p> <table border="1" data-bbox="521 264 989 711"> <thead> <tr> <th>Grade</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>94 – 100</td> </tr> <tr> <td>A-</td> <td>93 – 90</td> </tr> <tr> <td>B+</td> <td>89 – 87</td> </tr> <tr> <td>B</td> <td>86 – 84</td> </tr> <tr> <td>B-</td> <td>83 – 80</td> </tr> <tr> <td>C+</td> <td>79 – 77</td> </tr> <tr> <td>C</td> <td>76 – 74</td> </tr> <tr> <td>C-</td> <td>73 – 70</td> </tr> <tr> <td>D+</td> <td>69 – 67</td> </tr> <tr> <td>D</td> <td>66 – 64</td> </tr> <tr> <td>D-</td> <td>63 – 61</td> </tr> <tr> <td>F</td> <td>60 - 0</td> </tr> </tbody> </table>	Grade	Percentage	A	94 – 100	A-	93 – 90	B+	89 – 87	B	86 – 84	B-	83 – 80	C+	79 – 77	C	76 – 74	C-	73 – 70	D+	69 – 67	D	66 – 64	D-	63 – 61	F	60 - 0
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<p>Eight Discussions Posts (Individual Assignment)</p>	<p>Your challenge is to immerse yourself in the topics and perspectives presented in the course. You will want to be able to comment on the discussion topics with authority. You are encouraged to make notes on your own thoughts about the various concepts and issues and consider possible issues/outcomes. Your posts should be to the point and include sufficient technical detail for others to respond. You need to have two references cited at the bottom of your post in APA format. One can be from your readings, however, the other should be an outside source, preferably a peer-reviewed article. Use in text citations, as necessary. Justify your conclusions and statements with research and data. Your opinions are secondary and if offered they need to be supported by research.</p> <p>Initial/Original Post</p> <p>Please post what you view as the appropriate responses to the prompts. Your initial post should be 250 words plus references. Organize your thoughts. Be clear and watch your grammar. You can run your post through the Safe Assign Draft folder in the course to check for plagiarism.</p> <p>Responding to Others</p> <p>Responses to two classmates' postings should be approximately 150 words each and should be thoughtful, substantial, polite and more extensive than a simple "well done" phrase or "I agree." Consider points of agreement, disagreement, assumptions, and value judgments.</p> <p>Instructions</p> <p>Each student will make at least one original post by Friday 11:59 PM, EST, and react to at least two of your peers' posts by Sunday 11:59 PM, EST. Review the Discussion Board Participation guidelines (including rubric) in the syllabus, as appropriate.</p>																										

Proposal Assignment (Individual)	See course schedule for due date and assignment description. This is an individual assignment.
Research Proposal draft to Instructor	See course schedule for due date and assignment description. This is an individual assignment.
Video Assignment (Partners)	See course schedule for due date and assignment description. This is a partner project.
Final Exam (Individual)	The final exam may vary from semester to semester. The exam will consist of a combination of short and long essays. A Power Point presentation may be required.
<p>Need Help?</p> <p>Utilize the “Course Q&A” discussion forum or email your instructor directly.</p>	