

# HS4400B

## Advanced Health Policy

University of Western Ontario  
School of Health Studies

Winter 2020  
Course Weight: 0.50

### COURSE INFO

LOCATION	Online
DATE/TIME	Asynchronous

### INSTRUCTOR

INSTRUCTOR	Maxwell Smith, PhD Assistant Professor
EMAIL	<a href="mailto:maxwell.smith@uwo.ca">maxwell.smith@uwo.ca</a>
OFFICE	Via Zoom
OFFICE HOURS	<b>By appointment.</b> Sign up via OWL.
TEACHING ASSISTANT	TBD
EMAIL	TBD

**COURSE OBJECTIVES**

This course is an invitation to examine common methods and tools for health policy analysis and to consider the utility of such tools in relation to critical health policy issues. Course materials and discussions will expose students to critical perspectives on the practice of health policy analysis through case studies, highlighting their strengths, challenges, and limitations.

At the end of the course, students will be able to:

- a. Define key terms in health policy analysis;
- b. Describe common methods and tools for health policy analysis;
- c. Understand the political, social, economic, ethical, and legal dimensions of health policy and health policy analysis;
- d. Critically reflect upon contemporary health policy issues.

**PREREQUISITES**

Health Sciences 3400A/B or the former 2400A/B.

Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

**REQUIRED COURSE MATERIALS**

**There is no required textbook.** Required readings, links, or resources will be posted on OWL on a weekly basis. These resources may include relevant peer-reviewed articles, health policy reports, media reports, websites, and videos. Students can expect 2-3 readings, and/or additional website/links to explore each week. Students are responsible for all assigned readings.

**LECTURES**

This course will consist primarily of online lectures, student-facilitated virtual presentations, and online tutorial discussions. Attendance and participation in lectures and tutorials are required. The following is a tentative timetable of class topics, which is subject to modification. Students are expected to come to class prepared (i.e., having read all assigned materials).

Week #	Week of	Topic
1	January 11	Introduction
2	January 18	Health policy analysis: An overview
3	January 25	Health policy change (1)
4	February 1	Health policy change (2) & Careers in health policy
5	February 8	Legal and ethical analysis in health policy
6	February 13-21	Reading week – No classes
7	February 22	Health economic evaluation
8	March 1	Case study and student presentations
9	March 8	Case study and student presentations
10	March 15	Case study and student presentations
11	March 22	Case study and student presentations

12	March 29	Case study and student presentations
13	April 5	Case study and student presentations

**Recording prohibited**

Course instructors own and retain the intellectual property rights of their teaching materials. These rights extend to materials used in online settings and digital learning management systems like Owl, Zoom, and TopHat. Students do **not** have permission to make audio or video recordings of lectures, take pictures of lecture material, or distribute any course content. It is the decision of the instructor as to how and when teaching materials can be shared or used. **Unless explicitly noted otherwise, you may not make audio or video recordings of pre-recorded lectures or other course materials, nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.**

The instructor will endeavour to make any modified PowerPoint slides or other materials used in class available by the beginning of each lecture. Presentations from any guest speakers may not always be shared.

**ASSIGNMENTS AND EVALUATION**

	<b>Date</b>	<b>Percent of final grade</b>
<b>Participation (in class and in online tutorials)</b>	Ongoing	10%
<b>Group presentation</b>	To be scheduled (March 1-April 12)	35%
<b>Outline of final paper</b>	February 12 (by 11:55pm)	15%
<b>Final policy analysis paper</b>	April 9 (by 11:55pm)	40%

**Participation**

Students are expected to participate in both in-class and online tutorial discussions. 5% of the participation grade will be assessed based on attendance and participation in lectures, and the other 5% will be evaluated based on participation in online tutorials. Further criteria for evaluation will be posted on OWL at the beginning of the course.

In the School of Health Studies, each course instructor sets specific expectations for attendance and participation that are specific to the course, teaching objectives, and learning outcomes. Regular attendance is expected and essential for all courses, but particularly those that include participation grades in their evaluation schemes. Participation means not only attendance, but active engagement in the class, including (for example) contribution to small and large group

discussions, a demonstrated effort to prepare for class by completing assigned readings before class, and following the instructor's guidelines for use of electronic devices during class time. Students who miss classes, or parts of classes, are responsible for the material they have missed. Instructors are not obliged to review the contents of missed lectures.

Persistent absenteeism may have serious repercussions, and may result in you failing this course. In this course, the equivalent of 3 weeks of unexcused absences, per term, will be considered to be persistent absenteeism. Persistent absenteeism will result in you being contacted by the instructor, who may request a meeting. Continued absence after this point will be reported to the Undergraduate Chair, and may result in debarment from writing the final examination, and/or submitting the final course paper. In such a case, you would receive a grade of zero on the evaluations from which you were debarred.

### **Group presentation**

Students will present on a topic of their choosing and facilitate subsequent discussion. The length of presentations and size of groups will depend on course enrollment. A small portion of the grade for the group presentation will stem from a peer evaluation. Further instructions and a rubric for evaluation will be disseminated in the first few weeks of the course.

### **Outline of final paper**

Students will prepare and submit a 2-page outline of the course's final paper (see below) in order to: (1) get 'approval' of the health policy to be analyzed and (2) receive feedback on potential avenues for further exploration. Further instructions and a rubric for evaluation will be disseminated in the first few weeks of the course.

### **Final policy analysis paper**

Students will choose an instance of policy change (or absence of policy change) in an area of health policy that is of interest to them, analyze the policy change process using theories of policy change, and explain why change did or did not occur. This assignment will be completed independently. Further instructions and a rubric for evaluation will be disseminated in the first few weeks of the course.

**There will be no final exam.**

### **Extensions and late assignments**

In order to be fair to your peers and the instructor and teaching assistant, assignments submitted after the deadline which did not receive a written, pre-arranged approval for extension by the instructor will be penalized by 5 percentage points per day (including Saturday and Sunday) and will only be accepted up to seven days after the due date/time. If you think you will be unable to hand in an assignment on time, please contact the instructor as soon as possible.

## Grading

The university-wide descriptor of the meaning of letter grades, as approved by Senate:

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work that is clearly above average
B	70-79	Good work, meeting all requirements and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable.
F	below 50	Fail

It is expected that the grades for this course will fall between 74-80. In the event that the course average falls outside this range, a constant may be added (or subtracted) from each student's grade, by the instructor, to bring the class average in line with school policy.

## Plagiarism and other scholastic offences

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf)

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)

## English proficiency for the assignment of grades

Please see: [http://www.uwo.ca/univsec/pdf/academic\\_policies/exam/english.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/exam/english.pdf)

## HEALTH AND WELLNESS

As part of a successful undergraduate experience at Western, we encourage you to make health and wellness a priority. Western provides several on-campus and online health-related services to help you achieve optimum health and wellness while pursuing your degree. Further information regarding the services available to students may be found at <http://www.health.uwo.ca/>. For information regarding emotional or mental distress, please visit Western Psychological Services (<https://www.uwo.ca/health/psych/index.html>).

To learn more about mental health, Western has developed an interactive mental health learning module, found here: <https://www.uwo.ca/health/wec/education/learning.html>. Students are also encouraged to access local health and wellness resources within their home communities.

## Accommodation

The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by extenuating circumstances, including short-term illness or injury. Reasonable academic consideration is a cooperative process between the University, the student,

and academic staff. All participants in the process must act in good faith, and fulfil their respective obligations, if it is to succeed.

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant as to temporarily render them unable to meet academic requirements, may submit a request for academic consideration through the following routes:

- (i) Submitting a Self-Reported Absence form, provided that the conditions for submission are met;
- (ii) For medical absences, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner, in order to be eligible for Academic Consideration; or
- (iii) For non-medical absences, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to Academic Counselling in their Faculty of registration, in order to be eligible for academic consideration.

Students seeking academic consideration:

- Are advised to consider carefully the implications of postponing tests or midterm exams or delaying handing in work;
- Are encouraged to make appropriate decisions, based on their specific circumstances, recognizing that minor ailments (e.g., upset stomach) or upsets (e.g., argument with a friend) are not normally an appropriate basis for a self-reported absence;
- **Must communicate with their instructors no later than 24 hours** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence;
- **Are advised that all necessary documentation, forms, etc. are to be submitted to academic counselling within two business days after the date specified for resuming responsibilities**

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe as to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less. The following conditions are in place for self-reporting of medical or extenuating circumstances:

- a. Students will be allowed a maximum of two self-reported absences between September and April, and one self-reported absence between May and August;
- b. The duration of the excused absence will be for a maximum of 48 hours from the time the Self-Reported Absence form is completed through the online portal, or from 8:30am the following morning if the form is submitted after 4:30pm;
- c. The duration of the excused absence will terminate prior to the end of the 48 hour period, should the student undertake significant academic responsibilities (e.g., write a test, submit a paper) during that time;

- d. The duration of an excused absence will terminate at 8:30am on the day following the last day of classes each semester, regardless of how many days of absence have elapsed;
- e. Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations (i.e., “bellringers”);
- f. Self-reporting may not be used for assessments (e.g., midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course;

Students must be in touch with their instructors no later than 24 hours after the end of the period covered by the Self-Reported Absence form, to clarify how they will be expected to fulfil the academic expectations they may have missed

### **Support services**

There are various support services around campus and these include, but are not limited to:

1. Student Development Centre -- <http://www.sdc.uwo.ca/ssd/>
2. Student Health -- <http://www.shs.uwo.ca/student/studenthealthservices.html>
3. Registrar’s Office -- <http://www.registrar.uwo.ca/>
4. Ombuds Office -- <http://www.uwo.ca/ombuds/>

### **EMAIL COMMUNICATION**

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All questions should be posted on OWL forums. Forums will be used regularly as a ‘first line’ for asking questions about course content. Students can expect questions to be answered by the instructor or teaching assistant within 48 hours, with the exception of weekends. Students are also encouraged to respond to questions to facilitate learning and share their own insights on course content. The instructor may delete posts that are deemed to be inappropriate.

Any other issues/queries (non-content related/personal) should be done through email. If you send a message to the instructor or TA that is better suited for the forum discussion, you will be asked to post your question there so that all students can benefit from the Q&A and also allow for more peer-to-peer discussion.

In all of the above communication tools and any time you are interacting on our shared OWL website, it is expected that you will use proper grammar and punctuation. You are also expected to respect your peers, teaching assistants, and instructor in any discussion/forum or communication.