1. **Technical Requirements:**

- Stable internet connection
- Laptop or computer
- Working microphone
- Working webcam

2. **Course Overview and Important Dates:**

<table>
<thead>
<tr>
<th>Delivery Mode</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Synchronous</td>
<td>Wednesdays</td>
<td>10AM – 1PM</td>
</tr>
</tbody>
</table>

*Details about design and delivery of the course are listed below in Section 4

<table>
<thead>
<tr>
<th>Classes Start</th>
<th>Reading Week</th>
<th>Classes End</th>
<th>Study day(s)</th>
<th>Exam Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 26</td>
<td>November 2 - 8</td>
<td>December 9</td>
<td>December 10</td>
<td>December 11 - 22</td>
</tr>
</tbody>
</table>

* November 12, 2020: Last day to drop a first-term half course or a first-term full course without penalty

3. **Contact Information**

<table>
<thead>
<tr>
<th>Instructor(s)</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Maria Mathews</td>
<td>E-mail: <a href="mailto:maria.mathews@schulich.uwo.ca">maria.mathews@schulich.uwo.ca</a></td>
</tr>
<tr>
<td></td>
<td><strong>Office Hours:</strong> after class or by appointment</td>
</tr>
</tbody>
</table>

4. **Course Description and Design**

Research “designed to improve the way health care services are organized, regulated, managed, financed, paid for, used and delivered, in the interest of improving the health and quality of life of all Canadians.”
“Health services research is the multidisciplinary field of scientific investigation that studies how social factors, financing systems, organizational structures and processes, health technologies, and personal behaviors affect access to health care, the quality and cost of health care, and ultimately our health and well-being. Its research domains are individuals, families, organizations, institutions, communities, and populations.”

-Academy for Health Services Research and Health Policy, 2002: https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1430351/

Course Information

Co-Requisite Information: Foundations of Epidemiology (9551A). This course can be taken alongside the co-requisite listed here.

<table>
<thead>
<tr>
<th>Mode</th>
<th>Dates</th>
<th>Time</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virtual synchronous</td>
<td>Wednesdays</td>
<td>10AM – 1PM</td>
<td>weekly</td>
</tr>
</tbody>
</table>

Attendance at synchronous sessions is required

All course material will be posted to OWL: http://owl.uwo.ca. Any changes will be indicated on the OWL site and discussed with the class.

If students need assistance, they can seek support on the OWL Help page. Alternatively, they can contact the Western Technology Services Helpdesk. They can be contacted by phone at 519-661-3800 or ext. 83800.

Google Chrome or Mozilla Firefox are the preferred browsers to optimally use OWL; update your browsers frequently. Students interested in evaluating their internet speed, please click here.

5. Learning Outcomes

Upon successful completion of this course, students will be able to:

- Recall the development of public health insurance programs in Canada and the principles of the Canada Health Act;
- Describe the federal and provincial governments’ responsibility related to health care;
- Identify the features of regulated health professions;
- Use appropriate terminology to describe health sectors and funding models;
- Understand the private and public funding models for health services in Canada;
- Describe and critically appraise secondary data produced through the administration and delivery of health services, public health surveillance, and professional regulation; and
- Describe how these secondary data can be used in health services and policy research.

6. Course Content and Schedule
### Week 1
- **Dates**: Oct 28
- **Topic**: Public health insurance in Canada

### Week 2
- **Dates**: Nov 11
- **Topic**: Remembrance Day

### Week 3
- **Dates**: Nov 18
- **Topic**: Health system terminology

### Week 4
- **Dates**: Nov 25
- **Topic**: Physician payment and billing data

### Week 5
- **Dates**: Dec 2
- **Topic**: Health workforce

### Week 6
- **Dates**: Dec 9
- **Topic**: Allied health services outside hospitals

### Exam
- **Dates**: Dec 16
- **Topic**: Federal responsibility for health

### 7. Online Participation and Engagement
- Students are expected to participate and engage with content as much as possible.

### 8. Evaluation

Below is the evaluation breakdown for the course. Any deviations will be communicated.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Format</th>
<th>Weighting</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignment 1</td>
<td>Media Article Analysis</td>
<td>30%</td>
<td>December 2</td>
</tr>
<tr>
<td>Assignment 2</td>
<td>Concept paper</td>
<td>40%</td>
<td>December 16</td>
</tr>
<tr>
<td>Examination</td>
<td>Multiple Choice Questions</td>
<td>30%</td>
<td>December 16</td>
</tr>
</tbody>
</table>

- All assignments are due at 11:55 pm EST unless otherwise specified.
- Virtual proctoring using Zoom will be used.
- Written assignments will be submitted to Turnitin (statement in policies below).
- Students will have unlimited submissions to Turnitin.
- Rubrics will be used to evaluate assessments and will be posted with the instructions.
- After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days.

The table below outlines the University-wide grade descriptors.

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>One could scarcely expect better from a student at this level</td>
</tr>
<tr>
<td>80-89</td>
<td>Superior work which is clearly above average</td>
</tr>
<tr>
<td>70-79</td>
<td>Good work, meeting all requirements, and eminently satisfactory</td>
</tr>
<tr>
<td>60-69</td>
<td>Competent work, meeting requirements</td>
</tr>
<tr>
<td>&lt;60</td>
<td>Fail</td>
</tr>
</tbody>
</table>
9. Communication:
- Updates will be provided on the OWL announcements
- Students should email their instructor directly at maria.mathews@schulich.uwo.ca.
- Emails will be monitored daily on weekdays; students will receive a response in 24 – 48 hours on weekdays
- Students should post all course-related content on the discussion forum so that everyone can access answers to questions

10. Office Hours:
- Office hours by appointment. Please email Dr. Mathews.

11. Resources
- All resources will be posted in OWL

12. Professionalism & Privacy:
Western students are expected to follow the Student Code of Conduct. Additionally, the following expectations and professional conduct apply to this course:
- Students are expected to follow online etiquette expectations provided on OWL
- All course materials created by the instructor(s) are copyrighted and cannot be sold/shared
- Recordings are not permitted (audio or video) without explicit permission
- Permitted recordings are not to be distributed
- Students will be expected to take an academic integrity pledge before some assessments
- All recorded sessions will remain within the course site or unlisted if streamed

13. How to Be Successful in this Class:
Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.
1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the term and schedule time at the start of each week to get organized and manage your time.
2. Make it a regular habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
3. Follow weekly checklists created on OWL or create your own to help you stay on track.
4. Take notes as you go through the lesson material. Treat this course as you would a face-to-face course. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the lectures.
5. Connect with others. Participate in course activities (like Joke of the Week). Try forming an online study group and try meeting on a weekly basis for study and peer support.
6. Do not be afraid to ask questions. If you are struggling with a topic, check the online discussion boards or contact your instructor(s) and or teaching assistant(s).
7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

14. Western Academic Policies and Statements

**Policy on Accommodation for Medical and Non-Medical Absences**
All non-medical absences must be approved in advance. In the case of an unexpected absence on compassionate grounds, documentation may be requested. If documentation is required for either medical or non-medical academic accommodation, then such documentation must be submitted by the student to the instructor.

**Statement on Academic Offences**
Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence: [link]

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 ([link]).

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

**Statement on Copyright and Audio/Video Recording**
All of the remote learning sessions for this course will be recorded. The data captured during these recordings may include your image, voice recordings, chat logs and personal identifiers (name displayed on the screen). The recordings will be used for educational purposes related to this course, including evaluations. The recordings may be disclosed to other individuals participating in the course for their private or group study purposes. Please contact the instructor if you have any concerns related to session recordings.

Participants in this course are not permitted to record the sessions, except where recording is an approved accommodation, or the participant has the prior written permission of the instructor.
You must always ask permission to record another individual and you should never share or distribute recordings.

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws.

**Support Services**
As part of a successful student experience at Western, we encourage students to make their health and wellness a priority. Western provides several on-campus health-related services to help you achieve optimum health and engage in healthy living while pursuing your degree. For example, to support physical...
activity, all students, as part of their registration, receive membership in Western’s Campus Recreation Centre. Numerous cultural events are offered throughout the year. Please check out the Faculty of Music web page http://www.music.uwo.ca/, and our own McIntosh Gallery http://www.mcintoshgallery.ca/. Information regarding health- and wellness-related services available to students may be found at http://www.health.uwo.ca/

Registrarial Services: http://www.registrar.uwo.ca
USC Student Support Services: http://westernusc.ca/services/
Student Development Centre: http://www.sdc.uwo.ca/
SGPS Life & Community web page: https://grad.uwo.ca/life_community/self/index.html

Students seeking help regarding mental health concerns are advised to speak to someone they feel comfortable confiding in, such as their faculty supervisor, their program director (graduate or undergraduate chair), or other relevant administrators in their unit.

Students who are in emotional/mental distress should refer to Mental Health@Western http://www.uwo.ca/uwocom/mentalhealth/ for a complete list of options about how to obtain help.

Student Accessibility Services
Western is committed to achieving barrier-free accessibility for all its members, including graduate students. As part of this commitment, Western provides a variety of services devoted to promoting, advocating, and accommodating persons with disabilities in their respective graduate program.

Graduate students with disabilities (for example, chronic illnesses, mental health conditions, mobility impairments) are encouraged to register with Student Accessibility Services, a confidential service designed to support graduate and undergraduate students through their academic program. With the appropriate documentation, the student will work with both SAS and their graduate programs (normally their Graduate Chair and/or Course instructor) to ensure that appropriate academic accommodations to program requirements are arranged. These accommodations include individual counselling, alternative formatted literature, accessible campus transportation, learning strategy instruction, writing exams and assistive technology instruction.

Department & Faculty Offices
The Epidemiology & Biostatistics main office is located in K201 in the Kresge Building on Main campus.

Technology Requirements
You are responsible for all required course materials and announcements posted to the course’s OWL website. Please ensure after the first class that when you log in you are able to access the course site. A copy of the course outline will be available on both OWL and the departmental website.