

**ACADEMIC GUIDE**  
**DOCTOR OF PUBLIC HEALTH (DrPH)**

Department of International Health  
The Johns Hopkins University  
Bloomberg School of Public Health

Academic Year 2006-07

**DOCTOR OF PUBLIC HEALTH  
Program Description**

**Department of International Health  
The Johns Hopkins University  
Bloomberg School of Public Health  
July 2006**

**Effective 2006-2007 Academic Year**

## **Preface**

Welcome to the Doctor of Public Health (DrPH) program in the Department of International Health. We are delighted that you have chosen to study with us at the Johns Hopkins Bloomberg School of Public Health. This booklet is intended to guide you during your studies here. Please feel free to seek advice or ask further questions from us.

**David Peters, MD, MPH, DrPH**  
Director, International Health DrPH Program

July 7, 2006  
Baltimore, USA

The Department reserves the right to change  
the rules governing the Dr.P.H. Program at any time.  
Students will be duly notified of any changes.

Please note that general rules pertaining to all students in the Department of  
International Health may be found in the Bloomberg School of Public Health Student  
Handbook.

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**DEPARTMENT OF INTERNATIONAL HEALTH  
DOCTOR OF PUBLIC HEALTH PROGRAM REQUIREMENTS**

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**Social and Behavioral Interventions**

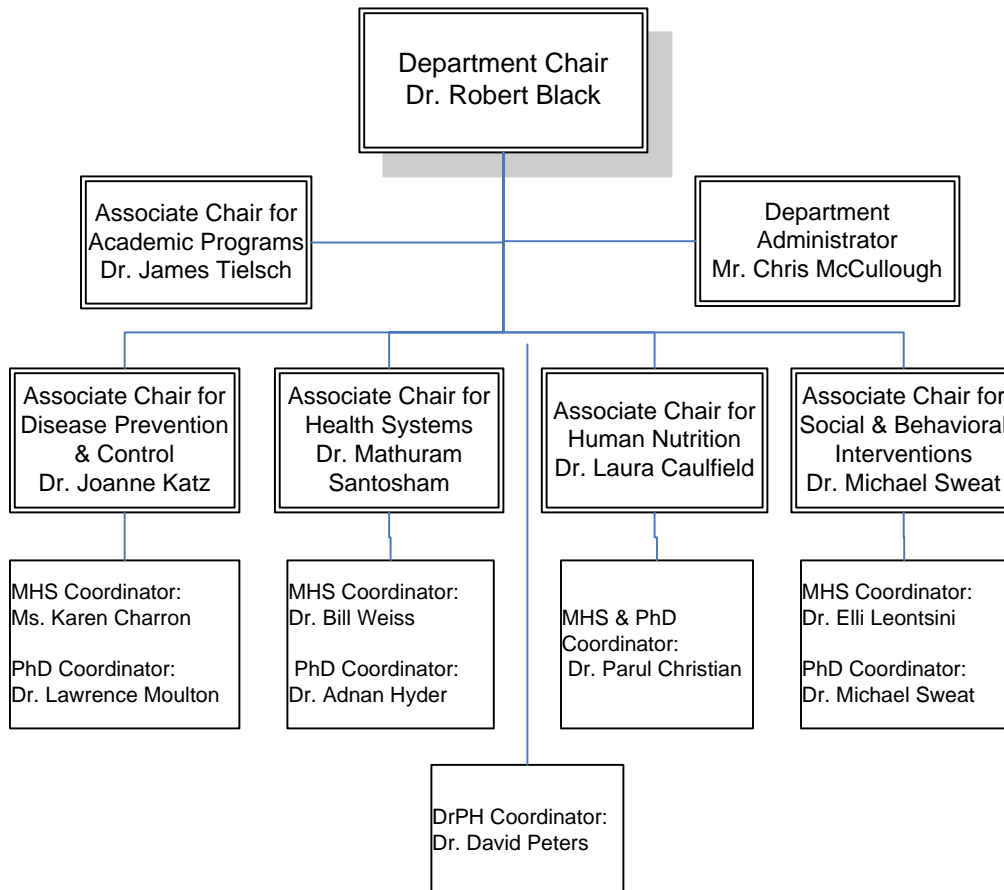
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## Departmental Organization

The Department of International Health is one of ten departments in the Bloomberg School of Public Health. The departments of the School reflect both disciplinary and topical orientation. International Health is a topically based department and its faculty reflects a variety of disciplines including anthropology, biostatistics, clinical medicine, communications, demography, economics, epidemiology, immunology, infectious disease, management, nutrition, and sociology. The Department is organized around the academic programs with an Associate Chair heading each program area. In addition, the Associate Chair for Academic Programs coordinates all the academic programs and chairs the admissions and curriculum and credentials committees. Faculty have a primary home in one program area, but many faculty cross-advise students in other program areas as well.

### Department Organizational Chart



## **Academic Program Support Staff**

There are several administrative staff and faculty members within the Department who help oversee and facilitate the academic programs. These individuals are available to help you navigate the program and the department. The following information is being provided to help you understand the roles of each of these individuals.

**James (Jim) Tielsch** (Associate Chair for Academic Programs): Dr. Tielsch is responsible for the management and oversight of all academic programs. In this role, he is also chair of the Curriculum & Credentials Committee, which sets and implements policies and procedures for department academic programs and monitors student progress.

**Jennifer Shaffer** (Academic Program Administrator): Jennifer oversees the operations of the academic programs in the department and works as the liaison between students, faculty, and administrative offices of both the department and the School. She is also responsible for managing the departmental admissions process, student recruitment activities, coordination of orientation and visit programs, departmental course support (TAs and administrative budgets), academic publications and web materials, course waivers, and staffing the departmental academic committees.

**Carol Buckley** (Academic Program Coordinator): Carol assists students with all academic issues related to registration, tracking of academic progress and meeting departmental requirements, departmental courses, departmental exams (such as comprehensive exams and thesis defenses), internship checklists, and graduation.

**Faculty MHS Program Coordinators** – within the Department, the various degree programs are broken down into specific areas of interest, known as program areas. International Health has four program areas. Each program area program has a faculty member who is the overall coordinator of that program area's MHS degree program. They are the general point persons for questions about the program area and degree information (including curriculum requirements, course selection, etc...). They act as a secondary/general advisor for students within their program areas, and can be sought out to answer questions in the advisor's absence or as an additional source of information.

**Financial Managers and Payroll Coordinators** – the Department has a central payroll office that is staffed by Tanya Falls and Allison Quarles. They handle the General Funds budget as well as any central departmental payroll/awards for students. In addition, each program area has its own financial manager who is responsible for the oversight of their area's budget and payroll activities. Students who plan to work within the department should see one of these individuals to fill out the appropriate paperwork and verify their eligibility for employment prior to their start date. If you are at all uncertain as to who you should see about these issues, contact either Tanya Falls or Jennifer Shaffer for clarification.

## **Academic Committees**

The Academic Program in the Department of International Health is governed by several committees designed to set policies and procedures relevant to the program(s) and ensure that these are fairly and clearly administered and enforced to protect the interests of students and the overall integrity of the program(s). These committees and their members are as follows:

### **CURRICULUM AND CREDENTIALS COMMITTEE**

James Tielsch, Chair  
Jennifer Shaffer, Staff

Timothy Baker  
Robert Black  
Parul Christian  
Laura Caulfield  
Karen Charron  
Doctoral Student Representative  
MHS Student Representative

Adnan Hyder  
Larry Moulton  
Elli Leontsini  
David Peters  
Michael Sweat  
Bill Weiss

### **Dr. P.H. COMMITTEE**

David Peters, Chair  
Carol Buckley, Staff

Timothy Baker  
Mike Sweat  
Mel Thorne  
Brad Sack

Mathu Santosham  
William Reinke  
James Tielsch  
Keith West

### **HONORS, AWARDS AND SCHOLARSHIPS COMMITTEE**

Peter Winch, Chair  
Barbara Ewing, Staff

Gilbert Burnham  
Joel Gittelsohn  
Ruth Karron  
Joanne Katz

Deanna Kerrigan  
David Peters  
Hugh Waters

Where noted, it is customary to have student representation on one or more of the above committees. Student representatives are selected each year by the IH Student Group and will be requested to attend meetings and report back to the student group on a regular basis.

## **IH Student Group**

The Department of International Health has a very active and organized student group. This group was formed to facilitate stronger communication and interaction between the Department (faculty and administrators) and the students, and works each year to plan and develop different opportunities aimed at achieving this goal. Participation by all IH students is welcomed and encouraged. For more information on the activities and functions of this group and to learn more about getting involved, please contact the current coordinator, Duza Baba (dbaba@jhsph.edu).

## **Student Space**

Each program area within the Department has a limited number of offices allocated for student use. The program areas can assign these to students at their discretion. Please contact the faculty coordinator for your specific program area to inquire about the availability of space and how it is allocated to determine if you are eligible.

In addition, the Department maintains a student office on the 8<sup>th</sup> floor, room E8038. This room is available for use by all students currently enrolled in the Department. You may pick up a key from Carol Buckley, room E8516. The room is equipped with several computers, a printer, a scanner, a microwave, a refrigerator, and desk space. We encourage students to utilize this space as needed. Please help us in making it enjoyable for everyone by keeping it tidy and clean. We also ask that you return your key upon graduation or if you plan to be out in the field for an extended period of time.

## **Guidelines for Student Employment**

### **Hours of Work and Overtime**

Full-time students who work for Johns Hopkins University School of Public Health may work no more than 19 hours per week during periods of enrollment.

During periods of non-enrollment, (i.e., summer, spring break, etc.), student employees may work up to 40 hours per week. Students that work over 40 hours per week are required by the FLSA to receive overtime pay (time and a half pay).

For FICA TAX purposes, **"summer" begins on June 1st. At that time, students may work up to 40 hours per week.**

### **Direct Deposit**

- **Semi-monthly Pay**

Student employees on semi-monthly payroll may elect direct deposit to any financial institution in the continental United States participating in the Automated Clearing House. Deposit takes a minimum of three pay periods to begin and must be for the full amount of net pay. Direct deposit forms can be downloaded from <http://www.controller.jhu.edu/uforms/c100.pdf> or secured from the Department of International Health's Human Resources & Payroll Office (Wolfe Street Bldg. E8521).

- **Weekly Pay**

Student employees on the weekly payroll may elect direct deposit with accounts at M&T Bank or Johns Hopkins Federal Credit Union.

## **Work-Study**

Students employed under the Federal Work-Study (FWS) program during the 2006-2007 academic year may also be employed as Teaching Assistants during the same period of FWS employment. The Teaching Assistant employment status is the exception to the restricted crossover status related to FWS employment. If an employer wants to hire a student as a Teaching Assistant and the designated individual is also employed as a FWS student, then both the employer and the student should coordinate the crossover employment period with Katrice Houston (Student Payroll Assistant).

For additional information or specific inquiries, please contact Allison Quarles (443- 287-2192) or Tanya Falls (410-614-6259) in the Department of International Health's Human Resources & Payroll Office.

## **Policy on General Funds Course Support**

The Department of International Health relies on the assistance of students to provide support for the teaching efforts of various courses throughout the year. The following policy has been developed to provide specific details about payment rates, procedures and allowable expenses, as well as to facilitate fairness and equity across the department with respect to student support as it relates to our courses. The policy applies to courses listed in the catalog, including distance education and off-site courses, but does not include summer and winter institutes.

### **Payment Rates**

TA and administrative cost allocations are calculated for each academic year based on the below formula(s) using the prior year's enrollment data. Teaching Assistants are paid on a fee for service basis using these rates.

### **Teaching Assistant Cost Allowance**

<b>Class Size</b>	<b>TA Compensation 1 Credit</b>	<b>TA Compensation 2 Credits</b>	<b>TA Compensation 3 Credits</b>	<b>TA Compensation 4 Credits</b>
<b>0-15</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>16-45</b>	\$384.00	\$768.00	\$1,152.00	\$1,536.00
<b>46-75</b>	\$512.00	\$1,024.00	\$1,536.00	\$2,048.00
<b>76+</b>	\$640.00	\$1,280.00	\$1,920.00	\$2,560.00

### TA Responsibilities

Teaching Assistants can be requested to perform a variety of different activities for the course that they are supporting. All TA functions and hours must be determined prior to beginning any effort on behalf of the course by both the TA and the faculty instructor and will be documented in the TA Agreement (see below). Some possible functions of the TA are as follows:

- a. Grading written assignments and exams
- b. Working with and advising discussion groups on projects and other assignments
- c. Facilitating discussion group sessions
- d. Taking attendance
- e. Coordinating the distribution and collection of course materials
- f. Various other duties as requested

### Student Eligibility & Payment Procedures

All students must meet certain eligibility requirements to be hired as a TA. These requirements are as follows:

- TAs must be current students enrolled in a degree program at JHSPH. Students who have completed their course requirements but have not yet graduated are still eligible to be TAs until such time as the School has conferred their degree.
- The individual must have successfully completed the course which they are supporting at JHSPH (or a similar course at another institution) prior to the term in which they will act as the TA.

**Teaching Assistant (TA) Agreement**  
Department of International Health

**Course Number:** \_\_\_\_\_ **Term:** \_\_\_\_\_ **Year:** \_\_\_\_\_

**Course Title:** \_\_\_\_\_

**Name of Principal Instructor (Please Print):** \_\_\_\_\_

**Enrollment (# of students enrolled in course):** \_\_\_\_\_

**Teaching assistant responsibilities:** (please list duties and total hours required for each)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Total Estimated Hours** (per week or per term) \_\_\_\_\_

**Total Compensation:** \$ \_\_\_\_\_

**Name of TA** \_\_\_\_\_ **Social Security #:** \_\_\_\_\_

**Signature of TA** \_\_\_\_\_ **Date** \_\_\_\_\_

\*\*\*\*\*

I, \_\_\_\_\_ (principal instructor), submit this form to begin payment to the student named for the above listed duties. I understand that should the student fail at any time to fulfill these duties as agreed upon, it is my responsibility to notify the payroll office immediately so that the appropriate action can be taken. I further understand that the scope of the work stated above should not be changed during the course of the term (i.e., additional hours/responsibilities added) unless those changes are first discussed and agreed upon with the TA and a revised form submitted to the Academic Program Office.

\_\_\_\_\_  
Signature of Principal Instructor

\_\_\_\_\_  
Print Last Name

**Submitted to:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Academic Program Administrator

## **General Information**

The Doctor of Public Health (Dr.P.H.) Program in International Health is designed to train mid- to senior-level professionals in the broad area of international health. This makes it different from other doctoral programs in the department which follow a specific academic track. The Dr.P.H. program provides a comprehensive public health approach which draws on a variety of academic disciplines and their application to health problems. The goal of the Dr.P.H. program is to provide students with an understanding of the application of public health sciences, as well as current state-of-the-art knowledge regarding biomedical, population, social and management sciences as relevant to health problems in international settings. Graduates of the program are expected to be public health practitioners who can comprehend and integrate knowledge across traditional academic disciplines; provide sound recommendations and advice to national and international agencies in public health; and communicate effectively with governments, academia, non-governmental organizations and the public. Components of the program include the acquisition of core knowledge through course work, structured seminars, special studies and the development of a doctoral dissertation relevant to the practice of public health in an international context.

The DrPH program of the Department of International Health pursues the application of knowledge consistent with the mission of the Bloomberg School of Public Health. The program is part of the overall Doctor of Public Health program at the school.

## **Admission Requirements**

In order to be accepted into the Dr.P.H. program an individual must meet the admission requirements of the Bloomberg School of Public Health, in addition to those of the Department of International Health. To be considered for acceptance for the Doctor of Public Health degree, the student must have an M.P.H. degree or equivalent preparation (such as another Masters degree) from this or another accredited institution. Any deficiencies in fulfilling MPH core requirements will have to be completed during the first year of the program.

Admission is based on evaluation of the applicant's educational and work experience, past performance, and potential to provide leadership in public health practice. Admission requirements include the following:

- 1) A minimum of three years full-time work experience in the health or allied sector relevant to international health.
- 2) Evidence of quantitative or evaluative skills and ability, which may be provided in the form of evidence from graduate-level course work or standardized test scores.
- 3) Evidence of having taken at least one college course in each of the following:

- mathematics,
  - health-related science or other biology,
  - and chemistry or physics.
- 4) Recent scores (within past 5 years) of GRE are required for admission. In some cases the MCAT, LSAT, or other standardized graduate admissions test scores may be substituted.
  - 5) Applicants from non-English speaking countries must submit the results of the Test of English as a Foreign Language (TOEFL).
  - 6) Evidence of excellence in prior educational and professional performance.
  - 7) Letters of recommendation from academic and professional references.

Please refer to the School Department Guide for further/additional details and requirements for admission to the Bloomberg School of Public Health ([www.jhsph.edu/Admissions/index.html](http://www.jhsph.edu/Admissions/index.html)).

### **Introduction to Online Learning**

The School of Public Health offers courses in various formats, including a number of online classes. You may at some point want or need to register for a course online. In order to be eligible to take an online course, students must complete the ***Introduction to Online Learning***, which is offered through the Distance Education Division of the Johns Hopkins Bloomberg School of Public Health. This non-credit mini course is a pre-requisite for all courses offered by this division and must be completed prior to the start of the term in which a student wishes to enroll in an online course. Since the School does not permit conditional and/or concurrent enrollment (that is, you must take the online course prior to enrolling in a distance education class), **we require all incoming students to take this non-credit course during the first term they enroll.** For course dates and enrollment information, please visit the Distance Education Division website at; <http://distance.jhsph.edu/oll/> .

### **Course Waivers**

A student with prior pertinent training may request a waiver of specific course requirements upon enrollment. Waiver requests should be addressed to the Chair of the Curriculum and Credentials Committee (Dr. James Tielsch) and submitted to Jennifer Shaffer (E8518) at least one month prior to the beginning of the term in which the course takes place (or within the first week of the first term for students who are just matriculating) in order to give the Committee ample time to consider the request. Requests should include a short letter of explanation, which includes the name of the course the student is requesting to waive out of, as well as the name, description, and grade earned in the course which is being substituted. For best consideration, it is helpful if the student can provide a copy of the syllabus from the course taken. Once a

waiver request is approved, a record of its approval will be noted in the students file on their tracking form. Please note that approval of a waiver request does not reduce the number of credits a student is required to earn in their degree program.

### **Leave of Absence**

Any requests for a change in status must be made in writing to the Department through the Academic Program Coordinator (Carol Buckley). Once Carol receives a written request for a change in status (i.e., leave of absence), she will provide the student with the requisite form which must then be signed by the student's advisor and other applicable persons and submitted to the Registrar's Office for final approval.

### **Academic Advising**

Doctoral degree programs in the Department of International Health are a mixture of didactic coursework, independent reading, research/practice experience and the preparation of a culminating document. As the program progresses, there are many decisions to be made regarding which courses and experience will address a student's educational objectives. To assist with navigating this process, each student is assigned an academic faculty advisor who has the responsibility of serving as a guide and mentor. While these programs seem to be tightly scripted by the Department and School, it is the Department's view that graduate degree programs must be owned by the student with the faculty acting as guides in the student's own development as a scholar and practitioner. This section is intended to guide the student and the faculty member in making the advisor-advisee relationship as successful as possible.

This section has three goals:

- to describe the Department's advising philosophy;
- to provide answers to questions that students frequently ask;
- to provide guidance on how the student and advisor can interact most effectively.

The suggestions in this section are derived from the experience of faculty who have worked with students for many years and from students who themselves have been guided by these faculty members. The document is dynamic and needs input from students and advisors as they use it. Please submit comments and concerns to the Academic Coordinator.

### **Advising Philosophy, Department of International Health**

The primary purpose of the academic advising process is to assist students in the development and implementation of a meaningful and appropriate plan for their graduate education and future career. This purpose is driven by a set of core values:

1. Advisors are responsible to the students they advise.
  - Advising is an integral part of the educational process with both students and advisors benefiting from the relationship.

- Regular student-advisor communication allows advisors to maximize the student's ability to develop life-long learning skills and for the advisor to act as an advocate for the student.
  - Advisors must recognize the diversity of student backgrounds and the opportunities provided by this diversity for maximizing educational achievement.
  - Advisors are responsible for connecting students with others in the academic community who can, when appropriate, assist in the advising process.
2. Advisors are responsible to the institution.
    - As faculty, advisors are responsible for maintaining the academic standards and reputation of the Department, School, and University. This implies a focus on academic excellence for the students they advise.
    - Advisors must comply with the policies and procedures established by the Department, School and University for the didactic, exploratory, and research portions of a graduate student's educational experience.
  3. Advisors are responsible to the community of higher education.
    - Advisors must uphold the values of academic and intellectual freedom that characterize the university environment in the United States.
    - As faculty, advisors are responsible for the training of the next generation of academic leaders in education, research, practice, and service.
  4. Advisors are responsible to the public health community.
    - As faculty in a School of Public Health, advisors are committed to improving the health and well being of populations everywhere in the world through education, research, practice and service.

### **The Advisor-Advisee Relationship**

All students in the Department are assigned a faculty advisor who is a full-time member of the advising faculty in their program area. In addition, **the Academic Coordinator for their program also serves as a back-up advisor to students.** The advisor has the responsibility of assisting the student in designing an academic program that meets the student's goals within the requirements of the University, School and Department. Additionally, the advisor serves to direct the student to appropriate resources and research opportunities. The advisor should be the first point of contact in resolving academic problems. Advising students is an integral part of every faculty member's responsibilities. Thus, the student should not feel that he/she is imposing by asking for advice. Faculty members expect to be available to students, although the students should be respectful of the faculty's time by scheduling and respecting appointments. This is especially true in our department where research and practice responsibilities of the faculty require them to travel a significant portion of their time. **The responsibility for arranging meetings with their advisor lies with the student. Students should not expect advisors to seek them out for required appointments.** The student bears the responsibility of consulting the advisor when necessary and

arranging periodic appointments, even if there are no specific problems. In general, advisors and advisees should communicate at least once per term, preferably more often. Course registrations must be approved by the advisor at the beginning of each term. The student is required to schedule a meeting in order to assure that the advisor has reviewed the student's schedule and to plan any special studies projects or thesis research as needed with the advisor before the registration period deadline. If due to travel or scheduling difficulties, such communication cannot be conducted before the registration period deadline, students should receive approval for course registration from their MHS Program Coordinator.

### **RESPONSIBILITIES: ADVISOR**

- To assist in determining the advisee's educational goals and needs at the start of the program.
- To serve as an educational and/or professional mentor for the student.
- To maintain awareness of and sensitivity to the level of compatibility between the student advisee and him/herself in terms of academic, professional, and personal interests.
- To facilitate a change of advisor if deemed appropriate to the student.
- To monitor the advisee's overall academic program and be sensitive to signs of academic difficulty.
- To be sensitive to cultural, medical, legal, housing, visa, language, financial, or other personal problems experienced by the advisee and to be understanding, and supportive. The Department has a sizable portion of foreign students coming from diverse pre-professional and professional educational backgrounds. As such, they have diverse needs and experience in managing a US-based graduate education program.
- To meet regularly with the student and to identify a mechanism for advising while traveling either through email or by identifying a back-up advisor for periods of extended travel.
- To guide the student through the process of selecting a thesis topic and to assist with the planning and conduct of this research.

### **RESPONSIBILITIES: ADVISEE**

- To arrange to meet with the advisor at least once each term.
- To comply with registration and administrative deadlines.
- To identify and develop professional career goals and interests.
- To understand administrative policies and procedures and be familiar with the requirements for their program as described in the *Academic Guide*.
- To maintain the academic checklist and review it at meetings with the advisor.
- To complete an Advisor Evaluation Form twice during the academic year, once at the end of 2<sup>nd</sup> term and again at the end of 4<sup>th</sup> term.

- To make regular and sustained progress in the doctoral program with the expectation that the majority of all students will complete the Ph.D. program by the end of 4-5 years.

## **CHANGE OF ADVISOR**

For a variety of reasons, most often related to participation in faculty research for thesis work, a student or a faculty member may wish to have the student change advisors. Faculty wishing to initiate a change should discuss this with the Chair of the Curriculum and Credentials Committee. Faculty will need to submit a report of the student's progress at the time of this request. Student initiated changes of advisor are made without penalty and are a common occurrence. Students should write a letter of request to the Chair of the Curriculum and Credentials Committee to change from one faculty member to another. Both faculty members must agree.

## **STUDENTS MAY EXPECT THE FOLLOWING FROM THEIR ADVISORS:**

- Advisor's approval on course registrations, course changes, pass/fail agreements, waiver requests, and on all petitions to the Curriculum and Credentials Committee.
- At least one meeting per term with the advisor.
- Oversight of the student's overall academic program and sensitivity to any academic difficulties.
- Knowledge of and interest in the student's career objectives.
- Review of required and recommended courses for the program area. Assistance in designing a plan for the fulfillment of required courses and assistance with planning the course schedule for the year.
- Detailed guidance and supervision of the preparations for and conduct of thesis research.

The guidelines below are the absolute minimum interactions students and advisors should expect. Many of our students and faculty meet much more frequently and often become life-long colleagues as a result of the mentoring experience.

<b>Year One: First Term</b>	<b>Check off Activities</b>
Minimum of two meetings – advisor may choose to meet once with all advisees, then once with individual advisees	#1 _____ #2 _____
Identify professional goals and educational objectives	
Review competencies, departmental requirements, develop a written plan of courses and experiences to meet the student's educational goals	
Review administrative deadlines	
Identify other people and resources of which students should be aware	

<b>Year One: Second Term</b>	<b>Check off Activities</b>
One Meeting	
Review first term transcript	
Monitor student's progress, evaluate, discuss first term grades	
Provide feedback on first term courses	
Begin discussion of possible research topics for both thesis and non-thesis related research experience	
Follow up on plan set out in first term	
Complete registration forms for third and fourth terms	

<b>Year One: Third Term</b>	<b>Check off Activities</b>
One Meeting	
Monitor student's progress; evaluate; discuss second term grades	
Provide feedback on second term courses	
Continue discussion on research topics	
Discuss preparation for comprehensive examination, student study groups	

<b>Year One: Fourth Term</b>	<b>Check off Activities</b>
One or two meetings:	
Review 3 <sup>rd</sup> term transcript	
Monitor student's progress; evaluate; discuss third term grades	
Provide feedback on third term courses	
Encourage participation in study groups for comprehensive examination	

<b>Year Two: Terms One-Four</b>	<b>Check off Activities</b>
One or two meetings:	
Review transcripts	
Monitor student's progress; evaluate; discuss grades	
Continue discussions on research topics	
Encourage participation in study groups for comprehensive examination if not taken at the end of the first year	
Conduct non-thesis related research experience	
Begin preparation of thesis protocol document	
Prepare to take departmental and university oral examinations	

<b>Years Three-Five</b>	<b>Check off Activities</b>
Finalize thesis research proposal	
Take departmental and university oral examinations	
Obtain CHR approvals for thesis research	
Conduct thesis research	
Prepare thesis document	
Defend thesis and conduct public seminar on results	

### **Student Feedback on Advisor Performance**

The Department Chair reviews all faculty performance on an annual basis. This review assesses the career track of each faculty member as a part of the faculty mentoring role played by the Chair. In order to provide the most accurate information on faculty performance, the Chair needs information on all aspects of the faculties' roles including student advising. As a part of this process, we have initiated a formal advisor evaluation process that includes input from students. The provision of honest information is required of all students twice per year and these advisor ratings are handled with complete anonymity. At the completion of the 2<sup>nd</sup> and 4<sup>th</sup> terms each year, all students complete an Academic Advisor Evaluation Form (attached) and submit this form to the departmental Academic Coordinator (Jennifer Shaffer).

## Academic Advisor Evaluation Form

This form is to be completed and turned into the Departmental Academic Coordinator twice per year, at the end of 2<sup>nd</sup> and 4<sup>th</sup> terms. Honest evaluations of advisor performance are an integral part of faculty annual performance evaluation by the Department Chair. Under no circumstances will individual student responses to this evaluation be identified to the faculty member.

### Student Information

Program Area: \_\_\_\_\_  
(DPC, HN, HS, SBI, DPH)

Degree Program: \_\_\_\_\_  
(MHS, PhD, DPH)

Evaluation Period: \_\_\_\_\_  
(2<sup>nd</sup> or 4<sup>th</sup> term)

Academic year: \_\_\_\_\_ - \_\_\_\_\_  
(e.g. 06-07)

### Advisor Information

Name of Advisor: \_\_\_\_\_

**1) Over the past two terms, how satisfied are you with the advice from the following people?**

	<u>Advisor</u>	<u>Faculty Program Coordinator</u>
Very Satisfied	_____	_____
Somewhat Satisfied	_____	_____
Neutral	_____	_____
Somewhat Dissatisfied	_____	_____
Very Dissatisfied	_____	_____

**2) Do you feel the following people are concerned with your progress?**

	<u>Advisor</u>	<u>Faculty Program Coordinator</u>
Yes, Definitely	_____	_____
Yes, Probably	_____	_____
Unsure	_____	_____
Probably Not	_____	_____
Definitely Not	_____	_____

**3) On average in the past 2 terms, how often did you meet in person with the following people each term?**

Advisor: \_\_\_\_\_ per term

Program Coordinator: \_\_\_\_\_ per term

**4) Over the past two terms, how often have you just dropped in for a discussion with:**

Advisor: \_\_\_ \_\_\_ per term      Program Coordinator: \_\_\_ \_\_\_ per term

**5) Over the past two terms, have you had trouble meeting with either of the following people? For example, have they broken appointments or been unresponsive in scheduling a meeting?**

	<u>Advisor</u>	<u>Faculty Program Coordinator</u>
Yes, Problem	___	___
Unsure	___	___
No Problem	___	___

**6) Over the past two terms, have you and each of the following people established a satisfactory method for advising by email when the faculty member is traveling?**

	<u>Advisor</u>	<u>Faculty Program Coordinator</u>
Yes, Satisfactory	___	___
Unsure	___	___
No, Unsatisfactory	___	___

**7) Do you feel that you and your advisor share common areas of interest?**

Yes, Similar Interests	___
Unsure	___
No, Dissimilar Interests	___

**8) Do you feel you would be better served by a different advisor?**

Yes,	___	If Yes: Why: _____
Unsure	___	_____
No	___	_____

## **Total Credits**

The total number of course credits to be earned depends upon individual track requirements, but must be at least 84. Where general and program-specific requirements total less than 84, the difference may be made up in electives. Special Studies Thesis Research (820 series) may not be included in the count, but tutorials and other studies earning credit in the 840 series are admissible.

Waivers of requirements may be granted for equivalent courses earned in this or another school. The waiver request must be based on coursework already taken which is similar in content, and documentation (i.e., a transcript and course syllabus) must be provided. In addition, the waiver request must be submitted at least one month prior to the beginning of the quarter in which the course is offered. **Requests for waivers for any course offered in the first quarter must be submitted no later than the end of the first day of classes.** No requests for first quarter waivers will be considered after this time. In no case can more than half of the required program-specific credits be waived. Of this total, the School requires that at least 18 credit units must be satisfactorily completed in formal courses outside of the Department of International Health. Among those 18 credit units, no less than three courses must be satisfactorily completed in one or more departments of the School of Public Health. The remaining outside credit units may be earned in any department or division of the University. Candidates who have completed a master's program at this School may apply 12 credits from that program toward these 18 credits.

## **Standards of Academic Performance**

Letter grades must be earned in all courses used to satisfy requirements. **Please note that courses may be counted only once in fulfilling requirements.** Students must receive satisfactory grades of C or higher in all required courses and maintain a cumulative Grade Point Average (G.P.A.) of at least 3.0 in order to remain a doctoral candidate in good standing. Any student who receives a "D" or "F" in a required course must repeat the course. Anyone not meeting these standards will be placed on probationary status pending action by the Department Committee on Curriculum and Credentials. That Committee will either recommend immediate termination from the degree program or will establish the minimum conditions necessary to be fulfilled in order to return to the "good standing" status and avoid termination. In the latter case, the Committee will also specify the maximum time allowed for satisfaction of the conditions.

Doctoral students supported by departmentally administered funds (tuition scholarships and/or stipend support) must maintain a grade point average of 3.0 or above. Students who drop below a GPA of 3.0 and are placed on academic probation will have their scholarship eligibility reviewed by the Department's Committee on Curriculum and Credentials. Consistent academic probation status (defined as two or more terms) will result in a reconsideration of tuition and stipend support.

## **Registration**

All students must be registered full-time (minimum of 16 credits per term) for the duration of their doctoral program. Students must be continuously registered until all requirements for the degree program have been satisfied. **Failure to register for a quarter results in automatic withdrawal.** A withdrawn student must be formally readmitted before resuming a program of study. Upon readmission, a student must be registered for a minimum of two consecutive terms prior to completing degree requirements. After six terms of full-time registration, the School will provide a 75% tuition scholarship for all students in good academic standing and who are making regular and sustained progress towards completion of their doctoral program.

## **Residence**

A minimum of six total terms of registration as a full-time student, four of which must be consecutive, are required for the Dr.P.H. degree. If a student completes a Masters program at this School and continues into the Dr.P.H. program, a student's enrollment can be interrupted for no more than 1 year (12 months) in order to count the Masters degree residency for the Dr.P.H. degree requirement. For example, a student completes a Masters program in May and continues into a Dr.P.H. program in September of the same year or the following year.

## **Departmental Written Comprehensive Examination**

Satisfactory performance is required on a written comprehensive examination. The exam is offered twice annually near the end of the Second and Fourth Terms and is two days in length. The student should plan to take it when course work is essentially completed, since questions will cover both required courses and those representing the elected field of specialization and research. Because of the infrequent offering, however, the student may choose to take the exam somewhat before the final completion of coursework. While the exam may be taken whenever the student and advisor feel prepared, the timing does not affect the breadth and depth of coverage of course material. Although most of the material is covered in specific courses, it must be understood that graduate education involves much more than the accumulation of specific course credits. Thus, students are responsible for the material, regardless of the particular curriculum followed. **The dates for the 2007 summer doctoral examination are May 24-25, 2007.**

A minimum overall grade of 75 is required. Those scoring below this level must re-take the entire examination at its next semi-annual offering. Only one re-examination is permitted. Students failing twice are terminated from the doctoral program.

## **Program Requirements**

A. MPH Core Requirements:

Students who enter the DrPH program without a prior MPH from an accredited school of public health within the preceding three years will complete the core requirements of the Johns Hopkins MPH program as part of their DrPH program.

- Epidemiology 1 term
- Biostatistics 2 terms
- Behavioral science 1 term
- Biological science 1 term
- Environmental health 1 term
- Health management 1 term

B. School-wide DrPH Core Requirements

- Epidemiology methods 1 term
- Epidemiology 340.602 or 340.608
- Biostatistics 2 terms
- Ethical issues 1 term
- Advanced Public Health Practice Seminar (DrPH Seminar) 4 terms

C. Departmental requirements:

These are established by the department; see page 4 and Appendix 1.

## **Departmental Registration Requirement**

All students are expected to be registered full-time for the duration of their doctoral program. After six terms of full-time registration, the School will provide a 75% tuition scholarship for all students in good academic standing and who are making regular and sustained progress towards completion of their doctoral program. If the student has completed a M.P.H./M.H.S. and has been registered full-time for 4 or more quarters and continues the Dr.P.H. program with a break of one year or less, then the student is required to maintain full-time registration for 2 additional quarters in the Dr.P.H. program.

Please note that students must be continuously registered until all requirements for the degree program have been satisfied. This includes time for coursework, dissertation development, field work, and final defense. Failure to register for a quarter results in automatic withdrawal. A withdrawn student must be formally readmitted before resuming a program of study. Upon readmission, a student must be registered for a minimum of two consecutive terms prior to completing degree requirements.

At times students who are in good standing are forced to request a leave of absence for various reasons; e.g., military service, financial need, or personal reasons. Leaves of absence are limited to four academic terms except for military service. During this approved break in study the academic clock is stopped. Leaves of absence are not intended for students working on a thesis. Upon return from a leave of absence, a student must register for a minimum of two successive terms before completion of the degree program.

## **Standards of Academic Performance**

Students must receive satisfactory grades in each course and maintain a cumulative Grade Point Average (GPA) of at least 3.0 in order to remain a doctoral candidate in good standing. Any student who receives a “D” or “F” in a course will be required to repeat the course. Anyone not meeting these standards will be placed in probationary status pending action by the Department DrPH and Curriculum & Credentials Committees. Those Committees will either recommend immediate termination from the degree program or will establish the minimum conditions necessary to be fulfilled in order to return to “good standing” status and avoid termination. In the latter case, the Committee will also specify the maximum time allowed for satisfaction of the conditions.

Doctoral students supported by departmentally administered funds (tuition scholarships and/or stipend support) must maintain a grade point average of 3.0 or above. Students who drop below a GPA of 3.0 and are placed on academic probation will have their scholarship eligibility reviewed by the Department’s DrPH and Curriculum & Credentials Committees. Consistent academic probation status (defined as two or more terms) will result in a reconsideration of tuition and stipend support.

## **Course Work Requirements**

A minimum of 120 units are required for graduation.

Required courses and recommended elective DrPH courses are listed at the end of this document (Appendix 1).

Courses taken to fulfill the minimum block requirements must be taken for a letter grade. Additional courses may be taken for a letter or pass/fail grade (with consent of advisor and appropriate permissions).

## **DrPH Comprehensive Examination**

Satisfactory performance is required on the Dr.P.H. written comprehensive examination. This is a two day examination offered at the middle and ends of the academic year. Administered by the department, it focuses on basic analytic skills, core DrPH requirements, and knowledge of international health issues including those of the student's specific area of interest. A minimum overall passing grade of 75% is required; those scoring below this level must re-take the examination at its next offering.

Students should plan on taking this examination when course work is essentially complete, since questions will cover both the required courses and those representing the elected field of emphasis.

Only one re-examination is permitted. Students failing twice are terminated from the doctoral program. Students must pass the written exams prior to taking the departmental and preliminary oral examinations.

## **Departmental Oral Examination**

The objectives of the departmental oral examination are: (1) to determine whether the student possesses adequate knowledge and skills for advanced comprehensive problem solving in a public health environment; and (2) to simulate the School Preliminary Oral Exam, so that the student is made comfortable with its style and format.

Specific procedures for the examination are as follows.

- The student, in consultation with the advisor, identifies at least three Departmental faculty, in addition to the advisor, who are able to participate in the oral examination. One of these four members must be a member of the departmental Dr.P.H. committee. In addition, one alternate member must be identified to replace any of the 3 members (not advisor) in the event of a last minute emergency.
- The most senior faculty member other than the advisor will act as Chair of the

examining committee. The Chair is responsible for maintaining an atmosphere of constructive criticism, ensuring that each faculty member has adequate opportunity to question the student, and limiting the total duration of the exam to approximately two hours.

- The exam will produce one of three results: (1) Unconditional Pass; proceed with the Preliminary Oral as scheduled; (2) Conditional Pass, before proceeding, the student must strengthen his/her competence in certain identified areas of weakness; this may involve additional coursework or practical experience in specific topics or work with specific organizations as deemed necessary; or (3) Failure.

Only one re-examination is permitted. Anyone failing the departmental oral examination twice will be terminated from the doctoral program.

### **Preliminary Oral Examination**

The school-wide preliminary oral examination represents a review of the student by the school and is administered according to school policy. It must be taken and passed no later than the end of the student's third year in residence. Ideally, the examination should be taken as soon as possible after: (1) passing the Departmental and School Comprehensive Examinations; (2) passing the Departmental Oral Examination; and (3) establishing a specific topic of interest for the doctoral dissertation.

The examining committee consists of five members, including the student's advisor, one other DIH faculty member, and three members from at least two other departments. Faculty eligible to serve on oral exam committees must be of the rank of Assistant Professor or higher. In addition, only one member of the examining committee may be an adjunct faculty member. The senior faculty member from the outside departments chairs the committee and must be of the rank of Associate Professor or Professor.

The possible results of this examination are (1) Unconditional Pass, (2) Conditional Pass, or (3) Failure. If the student fails the preliminary oral examination, he/she must be reexamined within one year. Only one re-examination is permitted, and a student failing twice will be terminated from the program.

## **Practicum**

The purpose of the practicum is to provide experience in synthesizing skills and knowledge learned in the classroom and applying them to ongoing public health programs or efforts in policy development. The practicum is structured to be for a minimum of two months (8 weeks) in duration.

The location of the practicum can be an international, national or local public health agency or organization in the public or private sector in any country. It must not represent “work as usual” for the student, and should represent a contribution to the Dr.P.H. academic goals for the student. Previous work experience does **not** satisfy the practicum requirement. It can be a useful period for the Dr.P.H. candidate to:

- Apply specific skills/knowledge learned at the school;
- Explore a specific issue/area in public health; and
- Write a focused paper, which may be further developed into a dissertation proposal.

DrPH students can do the practicum any time after completion of required course work (should be completed prior to the end of dissertation field work). Prior to starting a practicum, each student must:

- Develop a one-page description of a proposal for the practicum including name of agency/institution, on-site mentor, topic/area of study, overall goal, specific objectives and expected outcome
- Get the proposal approved by the advisor and IH Dr.P.H. Committee (see “practicum approval form,” Appendix 2).

It is required that during the practicum the student will be in regular contact with the advisor. A write-up summarizing the activities undertaken during the practicum will be submitted by the student to the advisor for approval at the end of practicum, and a copy submitted to the IH Dr.P.H. Committee/Academic Coordinator.

It is the student’s responsibility to search and secure a practicum with the consent of the advisor. The department does not provide financial support for the practicum. The student must be registered full-time for the period during which the practicum will be conducted. The student must be registered for 16 credits for “Special Studies Field Placement” (220.810).

## **Dr.P.H. Dissertation**

The doctoral dissertation must be a piece of original, independent work focusing on a selected topic of importance for public health practice. This will usually concern management, program evaluation, health policy or practice issues relevant to international, disadvantaged or underserved populations. It must be of publishable quality and make a substantive contribution to the application of knowledge and provide an assessment of current approaches to an important public health problem.

A three-paper option is also available for the Dr.P.H. dissertation. Each paper should stand on its own merit, and in addition, the papers together should embody a recognizable unifying theme. An integrating document (separate from the individual papers) should be prepared to present and critically review the unifying theme. Although no required page length has been specified, it is understood that, taken together, the papers should contain as much substantive information as is usually expected in a dissertation. As a result, the length of the papers may exceed the guidelines followed by some journals or, alternatively, some of the material may be presented in annexes.

### **Doctoral Dissertation Committee:**

In order to undertake the development of a Dr.P.H. dissertation, the student must prepare a dissertation protocol acceptable to a Dr.P.H. Dissertation Committee (DDC). The DDC is expected to:

- counsel the student in protocol preparation,
- determine its acceptability as a basis for actually carrying out the work on the doctoral dissertation,
- provide guidance during the development and the writing of the dissertation.

The DDC should be formed as soon as the student has selected a dissertation topic. This will normally be by the time that coursework has been completed and the Departmental Written Comprehensive Examination has been taken. The DDC will have at least three members: the advisor and two qualified faculty members from the department. Adjunct faculty may serve on the DDC. The proposed members must be approved by the Dr.P.H. Committee. A form for this purpose is attached at the end of the booklet (Appendix 3).

Ideally, the student will be in regular contact with the committee for the purpose of receiving evaluative feedback on the proposed study. The members will provide continuing guidance in the protocol development. When they are satisfied that the protocol is of acceptable quality; they will indicate their approval on a form prepared for this purpose, which is attached at the end of the booklet (Appendix 4).

### **Dr.P.H. Dissertation Guidelines:**

The DrPH dissertation aims at applying advanced techniques to understanding and solving practical problems. The DrPH dissertation demonstrates the student's capacity for public health problem-solving. Its specific content is to be developed by the student in consultation with the advisor and dissertation committee. The DrPH dissertation should deal with a real-life problem that a community or public health agency is trying to manage. These usually involve one or more aspects that constitute the areas of competencies guiding the DrPH program:

- Identification and Assessment of the Public Health Problem
- Determination of Factors Contributing to the Public Health Problem
- Development of Intervention Strategies
- Implementation of Intervention Strategies
- Monitoring and Evaluation of a Program

The dissertation should provide new applied information to enable policy makers to make an informed decision to address the public health problem. This may take a variety of forms such as collecting new data, compiling and analyzing existing data, pilot testing a proposed intervention strategy or assessing previous policies, efforts, and/or regulations to deal with the problem. Based on the new information generated by the dissertation, and taking into consideration community characteristics such as political, economic, and social factors, the student should make a recommendation as to what decisions should be made.

Therefore, most DrPH dissertations will include the following general content:

- A statement of the health problem to be addressed
- A critical review of the scientific literature relevant to that problem
- An analysis of the social, economic, political, and/or cultural context for the problem
- A description of the analytic methods and data sources used in making recommendations for the solution of the problem
- The analytic results and their implications for the problem under study
- A strategy for implementing and evaluating the recommendations

### **Final Oral Defense and Seminar**

The completed dissertation must be defended orally before a Committee of Readers which includes the advisor, one other DIH faculty member, two members with primary appointments in departments other than International Health, and a fifth member, either from International Health or an outside department. There must also be two alternates names, one from IH and one from outside. Three departments of the University must be represented on the committee. The senior faculty member from an outside department will serve as chair and must hold the rank of Full/Associate Professor.

The public seminar and dissertation defense are typically held on the same day with the seminar being conducted first, followed immediately by the defense. Dissertation readers should have at least one month to read and suggest revisions of the dissertation prior to the Final Oral Defense. The Committee of Readers must accept the dissertation as satisfactory and, in addition, the Committee Chair and the Advisor must write a letter of acceptance to the Associate Dean for Academic Affairs.

After the student has passed this examination, a minimum of two copies of the dissertation must be submitted on acid-free paper for binding. One copy will be sent to

the student's department and one copy to the Welch Library. Latest guidelines for doctoral dissertation formatting and production must be obtained from the Office of Records and Registration.

Students must be registered for a minimum of three units of credit during the quarter in which they receive their degree. Any student returning from a leave of absence must be registered for a minimum of two quarters before dissertation defense can be scheduled.

### **Annual Review**

Near the end of each academic year a review of past progress and future expectations will be carried out in four stages.

1. The student will ensure that the Checklist of satisfactory completion of courses and other requirements maintained by the Student Coordinator is current and correct (sample checklist is attached as Appendix 5.)
2. The student will prepare a Student Narrative Progress Report of accomplishments to date and objectives for the upcoming year. The narrative should describe the current state of preparation of the dissertation proposal, conduct of the data collection and analysis, or writing of the dissertation, along with specific objectives and plans in these regards for the next academic year.
3. The student and advisor will meet (or exchange correspondence if the student is overseas) to review the Checklist and Student Narrative Progress Report.
4. The faculty advisor will summarize the understanding reached with the student in a brief Advisor Report.

The Checklist, Student Narrative Progress Report and Advisor Report will become part of the official student record maintained by the Academic Coordinator.

Tuition scholarship awards will be made only for a specific academic year subject to renewal based upon evidence of progress as reflected in the annual report of the student and advisor. Provision will be made for awards only if satisfactory progress toward completion of requirements is registered.

### **Problem Solving**

Students are encouraged to contact their advisor or any departmental faculty and staff for any questions and concerns. The (Departmental) IH-Dr.P.H. committee serves as the formal body to manage the IH-Dr.P.H. program, and all requests should be addressed to the program director.

### **Part-Time Dr.P.H.**

At this time, the Department of International Health does not offer a part-time Dr.P.H. program.

## **Contact Information**

### **Department of International Health DrPH Program**

Associate Chair  
for Academic

Programs: James M. Tielsch, PhD  
410-955-2436  
Room W5009  
Email: [jtielsch@jhsph.edu](mailto:jtielsch@jhsph.edu)

Director, DrPH

Program: David H Peters, MD, MPH, DrPH  
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Academic Program

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Student/Academic

Coordinator: Carol Buckley  
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### **School DrPH Program**

Director: Bernard Guyer, MD, MPH  
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**DrPH – International Health**  
**Department of International Health**

**Evaluation Opportunities**

**1. Demonstrate knowledge of major public health problems in underserved populations and evaluate their current prevention and control interventions**

<b>Specific Competencies</b>	<b>Learning Opportunities</b>	<b>Course Work/Exam</b>	<b>Written Comps</b>	<b>Department Preliminary Orals</b>	<b>School Preliminary Orals</b>	<b>Dissertation</b>	<b>Final Defense</b>	<b>Public Dissertation</b>	<b>Practicum</b>	<b>Seminar Presentations</b>
Identify and discuss factors associated with the major public health problems in disadvantaged populations, including those in developing countries	<a href="#">182.626</a> Tropical Environmental Health	X	X	X	X	X				
	<a href="#">220.601</a> Introduction to International Health									
	<a href="#">221.612</a> Confronting the Burden of Injuries: A Global Perspective									
	<a href="#">221.627</a> Issues in Maternal Mortality Reduction in Developing Counties									
	<a href="#">222.654</a> Food, Culture, and Nutrition									
	<a href="#">222.655</a> Nutrition and Life Stages									
	<a href="#">223.663</a> Infectious Diseases and Child Survival									
	<a href="#">223.682</a> Clinical Aspects of Tropical Diseases									
	<a href="#">305.612</a> Epidemiology of Injuries									
	<a href="#">340.627</a> Epidemiology of Infectious Diseases									
<a href="#">340.646</a> Epidemiology and Public Health Impact of HIV and AIDS										
<a href="#">380.600</a> Principles of Population Change										

**DrPH – International Health**  
**Department of International Health**

**Evaluation Opportunities**

**1. Demonstrate knowledge of major public health problems in underserved populations and evaluate their current prevention and control interventions, continued**

<b>Specific Competencies</b>	<b>Learning Opportunities</b>	<b>Course Work/Exam</b>	<b>Written Comps</b>	<b>Department Preliminary Orals</b>	<b>School Preliminary Orals</b>	<b>Dissertation</b>	<b>Final Defense</b>	<b>Public Dissertation</b>	<b>Practicum</b>	<b>Seminar Presentations</b>
Describe and evaluate prevention and control interventions for the major public health problems in disadvantaged populations, including those in developing countries	<a href="#">182.626</a>	Tropical Environmental Health	X	X	X	X	X	X	X	
	<a href="#">220.601</a>	Introduction to International Health								
	<a href="#">221.616</a>	Ethics of Public Health Practice in Developing Countries								
	<a href="#">221.627</a>	Issues in Maternal Mortality Reduction in Developing Countries								
	<a href="#">222.649</a>	International Nutrition								
	<a href="#">223.663</a>	Infectious Diseases and Child Survival								
	<a href="#">223.664</a>	Design and Conduct of Community Trials								
	<a href="#">223.680</a>	Global Disease Control Programs and Policies								
	<a href="#">223.682</a>	Clinical Aspects of Tropical Diseases								
	<a href="#">260.626</a>	STI Prevention: Using Epidemiology to Inform Policy and Program								
	<a href="#">305.610</a>	Issues in Injury and Violence Prevention								
	<a href="#">305.613</a>	Design and Evaluation of Community Health and Safety Interventions								
	<a href="#">306.655</a>	Ethical Issues in Public Health								
<a href="#">340.612</a>	Epidemiological Basis for Tuberculosis Control									
<a href="#">380.665</a>	Family Planning Policies and Programs									



DrPH – International Health  
 Department of International Health

Evaluation Opportunities

2. Demonstrate knowledge of the components of primary health care in developing countries and health care in humanitarian emergencies

Specific Competencies	Learning Opportunities	Course Work/Exam	Written Comps	Department Preliminary Orals	School Preliminary Orals	Dissertation	Final Defense	Public Dissertation	Practicum	Seminar Presentations	
Describe and evaluate approaches to primary health care delivery in developing countries	<a href="#">220.601</a>	Introduction to International Health	X	X	X	X	X	X	X		
	<a href="#">221.616</a>										Ethics of Public Health Practice in Developing Countries
	<a href="#">221.624</a>										Urban Health in Developing Countries
	<a href="#">221.635</a>										Case Studies in Primary Care
	<a href="#">221.661</a>										Project Development for Primary Health Care in Developing Countries
	<a href="#">306.655</a>	Ethical Issues in Public Health									
Identify health care needs and describe health care implementation methods in humanitarian emergencies	<a href="#">221.616</a>	Ethics of Public Health Practice in Developing Countries	X	X	X						
	<a href="#">221.629</a>										Water and Sanitation Needs in Complex Humanitarian Emergencies
	<a href="#">221.633</a>										Public Health Issues in Disasters
	<a href="#">221.634</a>										Stress Management for Relief Workers
	<a href="#">221.639</a>										Refugee Health Care

DrPH – International Health  
Department of International Health

Evaluation Opportunities

3. Make evidence-based managerial or policy decisions for health care programs or systems in developing countries

Specific Competencies	Learning Opportunities	Course Work/Exam	Written Comps	Department Preliminary Orals	School Preliminary Orals	Dissertation	Final Defense	Public Dissertation	Practicum	Seminar Presentations
Describe and critique financing mechanisms for health care programs or systems in under-served populations, including those in developing countries	<a href="#">220.601</a>	Introduction to International Health	X	X	X	X			X	X
	<a href="#">221.609</a>	International Health Reform								
	<a href="#">300.600</a>	Introduction to Health Policy								
	<a href="#">312.623-4</a>	Financial Management in Health Care I-II								
	<a href="#">313.640-1</a>	Introduction to Health Economics I-II								
	<a href="#">551.606</a>	Case Studies in Healthcare Policy and Leadership								
Acquire skills needed to manage health care programs or systems in under-served populations, including those in developing countries	<a href="#">221.616</a>	Ethics of Public Health Practice in Developing Countries	X	X	X	X	X	X	X	X
	<a href="#">221.706-7</a>	Management of Health Systems in Developing Countries I-II								
	<a href="#">221.722</a>	Quality Assurance Management Methods for Developing Countries								
	<a href="#">306.655</a>	Ethical Issues in Public Health								
	<a href="#">312.617</a>	Fundamentals of Financial Accounting								
	<a href="#">380.665</a>	Family Planning Policies and Programs								
	<a href="#">551.601</a>	Managing Health Services Organizations								
	<a href="#">551.602</a>	Exercises in Managing Health Services Organizations								
	<a href="#">551.603</a>	Fundamentals of Budgeting and Financial Management								
	<a href="#">551.604</a>	Quantitative Tools for Managers								

<a href="#">551.606</a>	Case Studies in Healthcare Policy and Leadership								
<a href="#">551.607</a>	Pharmaceuticals Management for Under-Served Populations								
<a href="#">551.608</a>	Managing Non-Governmental Organizations in the Health Sector								
<a href="#">551.610</a>	Foundations of Leadership: A Leadership Survey Course								

**DrPH – International Health  
Department of International Health**

**Evaluation Opportunities**

**3. Make evidence-based managerial or policy decisions for health care programs or systems in developing countries, continued**

<b>Specific Competencies</b>	<b>Learning Opportunities</b>	Course Work/Exam	Written Comps	Department Preliminary Orals	School Preliminary Orals	Dissertation	Final Defense	Public Dissertation	Practicum	Seminar Presentations
Make managerial or policy decisions based on data from epidemiological research and identify future research needs and approaches	<a href="#">221.620</a>	Summary Measures of Population Health to Improve Health Systems	X	X	X	X	X	X	X	X
	<a href="#">221.638</a>	Health Systems Research and Evaluation in Developing Countries								
	<a href="#">223.664</a>	Design and Conduct of Community Trials								
	<a href="#">223.672</a>	Data Management Methods in Health Research Studies								
	<a href="#">340.603</a>	Cohort Studies: Design, Analysis, Applications								
	<a href="#">340.604</a>	Design and Applications of Case-Control Studies								
	<a href="#">340.717</a>	Health Survey Research Methods								
	<a href="#">380.764</a>	Reproductive Health Research in Developing Countries								
Make managerial or policy decisions based on data from monitoring and evaluation of health care programs or	<a href="#">551.856</a>	Research Methods in Health and Human Rights								
	<a href="#">221.620</a>	Summary Measures of Population Health to Improve Health Systems	X	X	X	X	X	X	X	X
	<a href="#">221.627</a>	Issues in Maternal Mortality								

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systems and identify future monitoring  
and evaluation needs and approaches

[221.638](#) Reduction in Developing Countries  
Health Systems Research and  
Evaluation in Developing Countries  
[222.642](#) Assessment of Nutritional Status  
[222.647](#) Nutrition Epidemiology  
[305.613](#) Design and Evaluation of  
Community Health and Safety  
Interventions  
309.712 Assessing Health Status and Patient  
Outcomes  
[340.717](#) Health Survey Research Methods  
[380.764](#) Reproductive Health Research in  
Developing Countries: Issues and  
Methods

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DrPH – International Health  
 Department of International Health

Evaluation Opportunities

3. Make evidence-based managerial or policy decisions for health care programs or systems in developing countries, continued

Specific Competencies	Learning Opportunities	Course Work/Exam	Written Comps	Department Preliminary Orals	School Preliminary Orals	Dissertation	Final Defense	Public Dissertation	Practicum	Seminar Presentations
Discuss current policies and policy gaps for major public health problems in under-served populations, including those in developing countries and participate in policy decisions	<a href="#">220.601</a>	Introduction to International Health	X	X	X	X	X	X	X	X
	<a href="#">221.609</a>	International Health Reform								
	<a href="#">221.612</a>	Confronting the Burden of Injuries: A Global Perspective								
	<a href="#">221.616</a>	Ethics of Public Health Practice in Developing Countries								
	<a href="#">223.680</a>	Global Disease Control Programs and Policies								
	<a href="#">223.687</a>	Vaccine Policy Issues								
	<a href="#">260.626</a>	STI Prevention: Using Epidemiology to Inform Policy and Program								
	<a href="#">300.600</a>	Introduction to Health Policy								
	<a href="#">305.610</a>	Issues in Injury and Violence Prevention								
	<a href="#">313.640-1</a>	Introduction to Health Economics I-II								
	<a href="#">380.665</a>	Family Planning Policies and Programs								
<a href="#">551.606</a>	Case Studies in Healthcare Policy and Leadership									

## Appendix 1

### DrPH Course Requirements 2006-07

#### I. School-Wide DrPH Leadership:

Course No.	Course Title (credits)	Term
550.873	DrPH Seminar: Leadership in Public Health Practice (Four terms, 4 credits)	1-4
Leadership electives (one of the following):		
305.607	Public Health Practice (4)	4
301.645	Issues in Health Advocacy (3)	3
312.664	Interest-based Negotiation: Preparation Analysis and Practice (2)	4
312.665	Conflict Management Skills Training (2)	4
312.666	Creating Agreement and Managing Conflict in a Health Care Setting: Advanced Skill Development (1)	4
380.681.13	Strategic Leadership and Management in Population and Reproductive Health (6)	Winter 1
551.601.01	Foundations of Leadership – A Leadership Survey Course (3)	1

#### II. International Health Requirements: All International Health DrPH students must take:

Course No.	Course Title (credits)	Term
220.601	Introduction to International Health (4)	1 & 4
220.840	Special Studies: Educational Program Development (0)	1

**Plus at least six credits from any course listed in International Health**

#### III. Schoolwide Ethics; DrPH students must take at least 3 credits from the following courses:

Course No.	Course Title (credits)	Term
306.680.81 <u>OR</u> 550.860	Ethics of Human Subjects Research (2)  Research Ethics (1)	4
221.616	Ethics of Public Health Practice in	4

	Developing Countries (2)	
306.655	Ethical Issues in Public Health (3)	3 & Summer Inst
306.663	Legal and Ethical Issues in Health Services Management (3)	3
306.665	Research Ethics and Integrity: US and International Issues (3)	3

**IV. Quantitative Sciences; DrPH students must take:**

<b>Course No.</b>	<b>Course Title (credits)</b>	<b>Term</b>
340.601	Principles of Epidemiology (5)	1 Summer, Summer Inst
and		
340.608	Observational Epidemiology (3)	2
and 340.TBD	Topics in Applied Epidemiology (3)	3
Or		
340.751	Epidemiologic Methods 1	1
340.752	Epidemiologic Methods 2	2
340.753	Epidemiologic Methods 3	3

**DrPH students must take all 4 following courses:**

<b>Course No.</b>	<b>Course Title (credits)</b>	<b>Term</b>
140.621	Statistical Methods in Public Health I (4)	1
140.622	Statistical Methods in Public Health II (4)	2
140.623	Statistical Methods in Public Health III (4)	3
140.624	Statistical Methods in Public Health IV (4)	4

**V. Health Policy; DrPH students must take at least one policy course from the following:**

<b>Course No.</b>	<b>Course Title (credits)</b>	<b>Term</b>
180.629	Environmental and Occupational Health Law and Policy (4)	3
221.609	Comparative Health Systems(4)	3
300.600	Introduction to Health Policy (4)	1
301.607	Health Policy Analysis and Synthesis (4)	2 & 4
306.650	Public Health and the Law (3)	2 & Summer Inst
308.602 <u>AND</u> 308.603	Role of Government in Health Policy I Course extends over 2 terms. Must register for both. (6)	3 & Summer Inst 4
380.624	Maternal and Child Health Legislation and Programs (4)	2

**VI. Financial Management; DrPH students must take the following course.**

<b>Course No.</b>	<b>Course Title (credits)</b>	<b>Term</b>
551.603	Fundamentals of Budgeting and Financial Management (3)	2,3, Summer Inst.

**VII. Management Sciences; DrPH students must take 3 credits of the following courses in addition to the MPH Management requirement:**

<b>Course No.</b>	<b>Course Title (credits)</b>	<b>Term</b>
221.706 and 221.707	Managing Health Systems in Developing Countries (5)	3 4
221.722 OR 221.722.81	Quality Assurance Management Methods for Developing Countries (4)	1 & Internet
312.615	Theories of Organization and Management (3)	4
551.601 <u>AND</u> 551.602	Managing Health Services Organizations; Exercises in Managing Health Services Organizations (6)	1 & 3 <sup>rd</sup> term Internet 1 & Summer Inst
551.605	Case Studies in Management-Decision Making (3)	3
551.607	Managing Pharmaceuticals in Under-served Populations (3)	3
551.608	Managing Non-governmental Organizations (3)	3

Note: DrPH students can fulfill the required courses through work done in their MPH or related masters degree, including those fulfilled through their MPH core requirements.

The MPH core requirements include:

- Epidemiology – 1 term
- Biostatistics – 2 terms
- Behavioral Science – 1 term
- Environmental Health – 1 term
- Health Management – 1 term
- Biological sciences – 1 term

**Appendix 2**

**DrPH PRACTICUM APPROVAL FORM**

**Name of Student** \_\_\_\_\_

**Name of Agency/Institution**

\_\_\_\_\_

**Name of On-site Mentor**

\_\_\_\_\_

**Topic/Area of Study**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Advisor Approval** \_\_\_\_\_

**(signature)**

\_\_\_\_\_  
**(date)**

**DrPH Committee** \_\_\_\_\_

**(signature)**

\_\_\_\_\_  
**(date)**

Appendix 3

DEPARTMENT OF INTERNATIONAL HEALTH  
DOCTORAL DISSERTATION COMMITTEE  
DrPH Program

**TO BE COMPLETED BY STUDENT:**

Name: \_\_\_\_\_

**Proposed Committee Members:**

Advisor: \_\_\_\_\_

Second Member: \_\_\_\_\_  
(from DIH)

Third Member: \_\_\_\_\_  
(from DIH)

**Committee Membership Approved**

Advisor: \_\_\_\_\_  
(signature) (date)

DrPH Committee: \_\_\_\_\_  
(signature) (date)

Appendix 4

DISSERTATION PROTOCOL APPROVAL FORM

Name of Student: \_\_\_\_\_

Dissertation Protocol Committee:

Advisor: \_\_\_\_\_  
(signature)\* (date)

Second Member: \_\_\_\_\_  
(signature)\* (date)

Third Member: \_\_\_\_\_  
(signature)\* (date)

\*Signature denotes approval of protocol

Dissertation topic:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reviewed and Accepted by DIH DrPH Committee:

\_\_\_\_\_

Date:

\_\_\_\_\_

**Appendix 5**

July 1, (year)

**MEMORANDUM**

TO: (Name of Student)

FROM: Carol Buckley  
Academic Coordinator

SUBJECT: Annual Review of Progress

Listed below is a checklist of requirements that according to our records remain to be fulfilled by you **as of the end of Fourth Quarter, 200\_**. This information should be verified and then used in planning your program for the coming year. If this report is in error, please contact me in Room E8516. If you have any questions about means of satisfying requirements, securing waivers, etc., please see your advisor, Drs. Peters or Tielsch, or me.

- Minimum residency requirement not met; specific deficiency as follows:
- Following required courses or credits not completed, waived or substituted:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Outside course requirement not satisfied, if applicable
- Departmental Comprehensive Examination not taken or not passed satisfactorily
- Departmental Oral not passed
- Preliminary Oral Examination not passed
- Departmental Dissertation Committee not identified
- Dissertation Protocol not approved
- Practicum not completed (write-up must be submitted to be considered complete)
- Dissertation defense not accomplished; latest completion date possible:
- GPA below requirement                      Current GPA:

cc: Advisor  
Program Director