

# **Master's of Public Health**

## **Program Manual**

**Academic Year**

**Fall 2014**

**Department of Public Health  
Brody School of Medicine  
East Carolina University  
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## Executive Summary

This manual is intended for use by students as they consider application for admission, selection of curriculum, and completion of requirements to become candidates for the Master's of Public Health (MPH) degree. The MPH degree program is accredited by the Council on Education in Public Health (CEPH). Students complete 45 semester credit hours (s.c.h.) for the MPH degree, of which 24 s.c.h. are core courses. An internship and professional paper are also required. In-person classes are offered once per week for three hours in the late afternoon or evenings. Many courses are available online. Additional program information can be found in the program page at <http://www.ecu.edu/dph/>.

This manual is also a compilation of philosophy, policies, and procedures of the MPH Program within the Department of Public Health (DPH), Brody School of Medicine (BSOM) at East Carolina University (ECU). This manual supplements policies, procedures, and requirements of the ECU Graduate School. Applications are submitted through the ECU Graduate Division and reviewed by DPH faculty for admission decisions. Estimated program costs are included in this manual. Although this manual contains the most pertinent information students will need, students should also be familiar with the ECU Graduate School Catalog. If conflicts of policy occur, policies of the ECU Graduate School take precedence. The DPH reserves the right to add, delete, or modify all provisions in this manual.

### 1.0. Background

**1.1 About the MPH program.** Health status indicators in eastern North Carolina (NC) are among the worst in the nation. The region's diverse population is predominantly rural and disproportionately poor. Meaningful improvement in the health status of the region's population requires a transformation in the practice of public health and medicine emphasizing prevention, health promotion, strategic partnerships, and interventions that provide lasting improvement. Training of public health professionals will provide leadership to implement this transformation.

ECU's practice-based program is specifically tailored to individuals working in public health, medicine, and health or health-related agencies without formal training in public health. Individuals with other academic or professional backgrounds with an interest in public health are also encouraged to apply. Courses are offered at times and in formats convenient to working professionals. A dual MD-MPH degree is available to students enrolled at the Brody School of Medicine. The program incorporates practice-based teaching, competency-based learning, and evidence-based principles.

The MPH degree program admitted its inaugural class in fall 2003. This interdisciplinary program focuses on improving health of rural and minority populations. In 2012, the MPH program received a seven year accreditation from the Council on Education for Public Health (CEPH).

Core knowledge areas include epidemiology, health services administration, social and behavioral sciences, environmental health sciences, and biostatistics. An internship and professional paper add a learning dimension in applied research. This interdisciplinary program, administratively located in the BSOM, encourages coursework in other ECU colleges and schools to promote integration, cooperation, and communication between medicine, public health, and the many disciplines that contribute to public health.

**1.2 What is public health?** Public health is the practice of preventing disease and promoting good health within groups of people, from small communities to entire countries.

Public health consists of organized efforts to improve the health of communities. The operative components of this definition are that public health efforts are organized and directed to communities rather than to individuals. Public health practice relies on a multi-disciplinary combination of medical, biological, behavioral, and social approaches to solve complex population-health problems. The definition of public health reflects its central goal – the reduction of disease and the improvement of health in the community.

**1.3 What are career opportunities in public health?** This ECU MPH is a generalist degree, providing entry-level credentials and basic training for management and leadership positions in public health and the health care fields, one of the fastest growing fields of employment in the nation. The principal focus of the MPH at ECU will be on training a workforce for local and state public health agencies, hospitals and other health and human service providers in North Carolina.

Careers in public health have traditionally included physicians, epidemiologists, public health directors, public health nurses, disease investigators, and environmental health specialists. Many other careers related to public health are: health educators; nutritionists and dietitians; injury control and prevention specialists; infection control specialists; dentists; veterinarians; pharmacists; occupational health and safety specialists; social workers; mental health and substance abuse counselors; gerontologists and aging services specialists; industrial hygienists; genetic counselors; emergency management specialists; health planners; media specialists; hospital administrators; long term care facility administrators; corporate medical directors; disease registrars; and, researchers in many other health disciplines. People in each of these careers may have a MPH degree.

**1.4 About Brody School of Medicine and East Carolina University.** In 1974, the General Assembly of North Carolina appropriated the funds to establish a four-year medical school at ECU to increase the supply of primary care physicians to serve the state, to improve health status of citizens in eastern North Carolina, and to enhance the access of minority and disadvantaged students to a medical education. The School of Medicine is nationally recognized for success in pursuit of its mission. In 2010, BSOM was ranked as one of the top 10 (7<sup>th</sup> of 141) medical schools in the United States in terms of its contribution to the social mission of medical education.<sup>1</sup>

ECU, accredited by the Southern Association of Colleges and Schools, is the third largest University of the 16 Campuses in the University of North Carolina system, with an enrollment of over 27,000 students. The Division of Health Sciences includes the BSOM, the College of Nursing, College of Allied Health Sciences and the School of Dental Medicine. While the MPH Program is located in the Department of Public Health of the BSOM, students take MPH and other courses taught by adjunct faculty located in other departments in the University. The Department of Public Health maintains close ties with these Units, including the Department of Health Education and Promotion (College of Health and Human Performance) and Departments of Biostatistics and Health Services and Information Management (College of Allied Health Sciences). The campus is located in Greenville, North Carolina, a city of more than 80,000 and the hub of business, health care, and education in the eastern region of the state. Greenville is approximately a 75 minute drive to Raleigh, the state capital. The NC Atlantic Coast beaches can be reached in about two hours.

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<sup>1</sup> Mullen F, Chen C, Petterson S, Kolsky G, Spagnola BA. The Social Mission of Medical Education: Ranking the Schools. *Annals of Internal Medicine* 2010;152(12):804-12.

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## 2.0 Description of the MPH Program

### 2.1 Mission and Objectives.

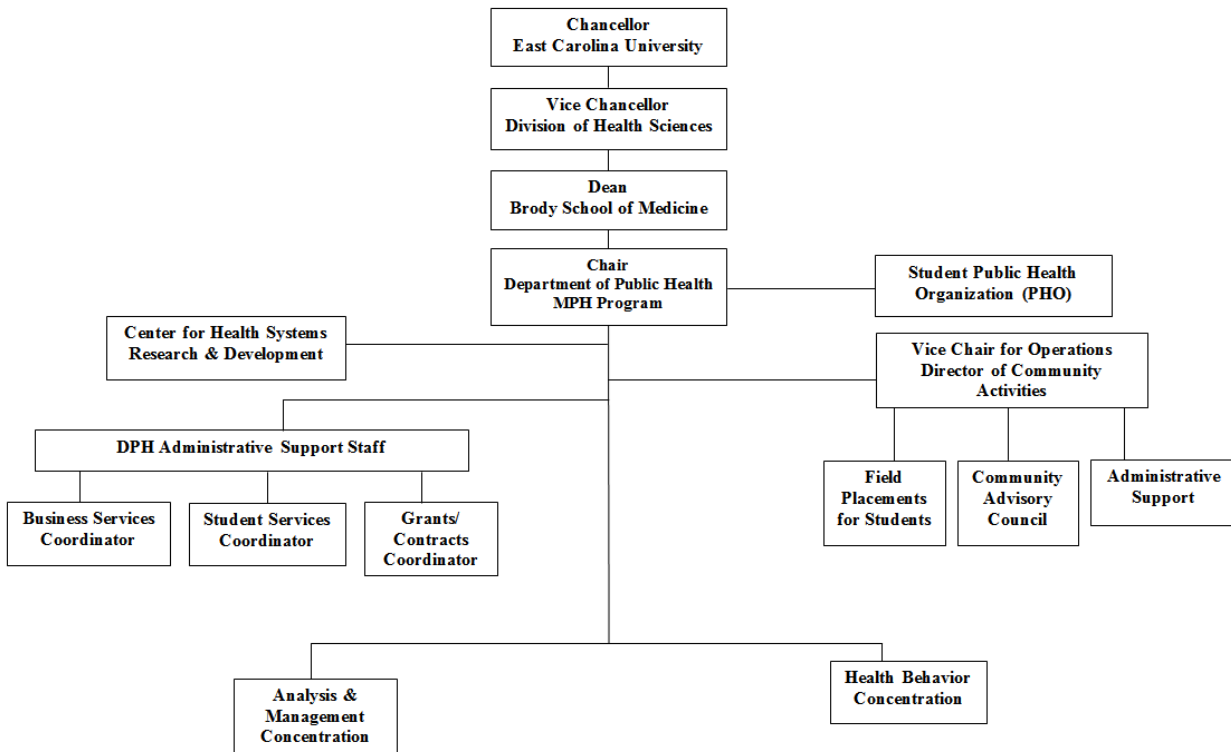
The mission of the MPH program is to educate, conduct research, provide service, and advocate for improved health of communities emphasizing rural and disadvantaged regions.

The MPH program attains its mission by reaching the following goals:

1. Provide an educational program for current and future public health professionals responsive to meeting needs in a changing environment, including skills to work in rural and disadvantaged communities.
2. Educate individuals to apply a collaborative approach of evidence-based prevention to address public health issues and manage programs in various settings.
3. Increase the quality and quantity of funded public health-related research, including translational research projects that address established regional priorities.
4. Advance the health of communities, particularly in eastern North Carolina, through community engagement, leadership, advocacy and collaborative efforts with public health agencies and other entities.

**2.2 Administration and Organization.** The MPH degree program is administered by the DPH. The Program Director is also the Department Chair. Applications are submitted through the ECU Graduate Division (not through BSOM) and reviewed by DPH faculty for admission decisions to the MPH program. Enrollment and registration are administered through the ECU Graduate Division. Although this manual contains the most pertinent information students will need, students should also be familiar with the ECU Graduate School Catalog. **Exhibit 1** displays an organizational chart of the DPH within the BSOM administrative structure.

**Exhibit 1.** Organization of Department of Public Health, Brody School of Medicine, East Carolina University



### 3.0 Curriculum

**3.1 Core Curriculum.** Forty-five (45) semester credit hours (s.c.h.) are required for the MPH Degree. As presented in **Exhibit 2**, curriculum requirements are 24 hours of required core courses, 9 hours of concentration-specific courses, 3 hours of an internship and professional paper, respectively, and 6 hours of electives.

**Exhibit 2.** Summary of Course Requirements by Credit Hours

Course Requirements	Courses	Total credits
Core courses	8	24
Concentration-specific courses	3	9
Capstone courses (internship & professional paper I/II)	4	6
Electives	2	6
<b>Total MPH program</b>	<b>17</b>	<b>45</b>

Consistent with CEPH accreditation requirements, five substantive areas of knowledge are offered in the MPH program as depicted in **Exhibit 3**. Completion of eight core courses (24 s.c.h.) is required by all students. Other required courses are discussed in Section 2.4 of this document. **Exhibit 3** presents the required core courses by area of knowledge. Core courses that are offered online include: MPH 6013, MPH 6020, EHST 6010, MPH/NURS 6035 and BIOS 7021.

**Exhibit 3. Core Courses by Area of Knowledge and Credit Hours**

<b>Area of Knowledge</b>	<b>Core Courses</b>	<b>Credit</b>
Health Services Administration	MPH 6000 Public Health Practice	3
	MPH 6002 Ethics and Law in Public Health	3
	MPH/NURS 6035 Interdisciplinary Rural Health	3
Environmental Health	MPH/EHST 6010 Fundamentals of Environmental Health	3
Epidemiology	MPH 6011 Introduction to Epidemiology	3
	MPH 6020 Research Methods	3
Social and Behavioral Sciences	MPH 6013 Behavioral Sciences and Health Education	3
Biostatistics	BIOS 7021 Biostatistics for Health Professionals I	3
<b>Total credit</b>		<b>24</b>

MPH core course descriptions can be found in Appendix A.

For questions about core courses with a MPH prefix, contact MPH Student Services Coordinator, [mph@ecu.edu](mailto:mph@ecu.edu), 252-744-4079 (Ms. Kelly Bass). Introduction to Environmental Health is offered to MPH students under MPH 6010. However, a limited number of students may enroll in Introduction to Environmental Health under EHST 6010. For questions about enrolling in Introduction to Environmental Health, EHST 6010, contact Vickie Best ([bestv@ecu.edu](mailto:bestv@ecu.edu)). College Algebra is prerequisite for BIOS 7021, Biostatistics for Health Professionals.

**3.2 Areas of Concentration.** For planning purposes, students are requested to select a concentration prior to matriculation.

- **Analysis and Management (A&M)**
- **Health Behavior (HB)**

Three courses are completed in each concentration area. **Exhibit 4** presents the concentration-specific courses and optional electives required to complete the Analysis and Management Concentration. Dr. Lloyd Novick is Concentration Director.

**Exhibit 4. Required Courses and Electives for Analysis and Management Concentration**

<b>Concentration</b>	<b>Courses</b>
<b>Analysis and Management*</b>	<u>Epidemiology (select 3 of 4)</u>
	MPH 6022 Epidemiology of Infectious Diseases
	MPH 6023 Epidemiology of Cancer (can substitute MPH 6021)
	MPH 6021 Chronic Disease Epidemiology (can substitute MPH 6023)
	HIMA 6060 Theories and Applications, Health Informatics
	<u>Health Services Administration</u>
	MPH 6200 Community Health Organization and Leadership
	MPH 6025 Delivery of Healthcare Services
	COHE 6310 Health Care Accounting and Financial Administration
	<u>Community Health Center Administration**</u>

MPH 6200 Community Health Organization and Leadership  
 COHE 6100 Community Health Administration  
 HIMA 6060 Health Informatics  
 COHE 6600 Management of Health Care Operations  
 COHE 6310 Health Care Accounting and Financial Administration

Long Term Care Administration (LTC) \*\*\*

MPH 6040 Long Term Care Administration  
*Select two of the four courses listed below in gray*  
 HIMA 5060 Health Informatics  
 MPH 6025 Delivery of Healthcare Services  
 COHE 6600 Management of Health Care Operations  
 COHE 6310 Health Care Accounting and Financial Administration

2 Electives (choose two from the options given below)

Electives	Courses
<b>MPH Courses</b>	MPH 6005: African-American Health MPH 6007: Global Public Health MPH 6021: Chronic Disease Epidemiology <i>MPH 6022: Epidemiology of Infectious Diseases</i> <i>MPH 6023: Epidemiology of Cancer</i> MPH 6025: Delivery of Healthcare Services MPH 6027: Applied Mixed Methods Research MPH 6036: Fundamentals of Agromedicine MPH 6040: Long Term Care Administration <i>MPH 6052: Independent Study</i> MPH 6150 History of Public Health in the Modern West MPH 6670: Public Health Perspective on Maternal and Child Health (every other spring odd years) MPH 7201: Introduction to Survey Methodology
<b>Biostatistics</b>	BIOS 7022: Biostatistics for Health Professional II BIOS 7501: Experimental Design BIOS 7550: Applied Multivariate Analysis
<b>Community Health</b>	<i>COHE 6000: Health Care Systems and Problems</i> COHE 6100: Community Health Administration <i>COHE 6310: Health Care Accounting and Financial Administration</i> COHE 6410: Electronic Health Records COHE 6460: Classification Systems COHE 6480: Health Data Structures <i>COHE 6600: Management of Health Care Operations</i>
<b>Communications</b>	COMM 6210: Media and Health Communication COMM 6221: Intercultural Communication in Health Contexts COMM 6224: Communication and Health Organizations COMM 6230: Introduction to Health Communication
<b>Health Education and Promotion</b>	HLTH 7100: Qualitative Research: Analysis and Interpretation
<b>Public Administration</b>	PADM 6400: Health Policy



PADM 6160: Public Policy Formulation and Implementation  
 PADM 6161: Applied Policy Analysis and Program Evaluation  
 PADM 6162: Environmental Administration

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**Health Services and  
 Information  
 Management**

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*HIMA 6060: Theories and Applications*

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\*Choose one of the underlined tracks to fulfill concentration the requirement.

\*\*Three of five courses are counted as the concentration requirement, two as electives.

\*\*\* Students who choose the LTC option choose two options from the list that are in *italics*.

**Exhibit 5** presents the concentration-specific courses and optional electives required to complete the Health Behavior Concentration. Dr. Nancy Winterbauer is Concentration Director.

**Exhibit 5. Required Courses and Electives for Health Behavior Concentration**

<b>Concentration</b>	<b>Courses</b>
<b>Health Behavior</b>	MPH 6600 Planning Public Health Programs MPH 6605 Evaluating Public Health Programs MPH 6027 Applied Mixed Methods Research  2 Electives (choose two from options below)
<b>Electives</b>	<b>Courses</b>
<b>MPH Courses</b>	MPH 6005: African-American Health MPH 6007: Global Public Health MPH 6025: Delivery of Healthcare Services MPH 6036: Fundamentals of Agromedicine MPH 6040: Long Term Care Administration MPH 6150 History of Public Health in the Modern West MPH 6200: Community Health Organization and Leadership MPH 6670: Public Health Prospective on Maternal and Child Health (every other spring odd years)
<b>Preferred elective          Communications</b>	MPH 7201: Introduction to Survey Methodology <hr/> COMM 6210: Media and Health Communication COMM 6220: Interpersonal Health Communication COMM 6221: Intercultural Communication in Health Contexts COMM 6224: Communication and Health Organizations COMM 6226: Communication Approaches to Health Advocacy

Substitution of concentration courses may be approved by the Academic Advisor after consultation with HB Concentration Director. Students should explain the request by email to their Academic Advisor, copy the Program Chair, Concentration Director and Student Services Coordinator. A decision will be communicated by the Academic Advisor.

Concentration courses may have prerequisites. The Graduate Catalog lists prerequisites for each course, <http://www.ecu.edu/cs-acad/grcat/coursesMPH.cfm>.

**3.3 Electives.** In addition to concentration-specific courses, students take six s.c.h. of electives. Please see elective options for each concentration in the above tables, **Exhibit 4 and Exhibit 5**.

An elective is any graduate level university course (6000 or above) approved by the student's Academic Advisor for which the Instructor grants permission to enroll. For example, some classes may require a pre-requisite. If a student has not taken the pre-requisite, permission from the Instructor must be obtained and communicated to the Academic Advisor.

Academic Advisors work with students to choose, mix and match from a broad variety of courses, selecting a pattern that best prepares them for their future in the public health workforce. Recommended electives include:

- Epidemiology: MPH 6027, 7201; BIOS 7022, 7550
- Health administration: COHE 6100, 6300, 6310, 6450, 6600, 6610, HIMA 6060
- Long term care administration: HIMA 6060, MPH 6022, 6023, 6052; COHE 6000

**3.4 Registering for Classes.** At the beginning of the program, each student meets with the Academic Advisor to map out a course plan, based on the anticipated graduation date.

Students do not register for courses themselves; the Student Services Coordinator completes registration for each student in BANNER. The Student Services Coordinator emails the student (copies advisor) a registration form which the student completes and returns, typically after consultation with the advisor. The form is completed in late October (for spring) and late March (for summer and fall). Students do not register for courses in BANNER themselves. This forces the advisor and student to review the schedule (course content) and objectives to ensure required courses are fulfilled. The MPH Student Services Coordinator registers student for courses that require permission of the Instructor, once the Instructor approves.

BANNER is the database to look-up courses, register for courses, review or request transcript, view financial aid status, and many other functions. See <http://www.ecu.edu/cs-admin/studentbanner/>. Please check BANNER to identify which semester the course will be taught. Public Health courses are listed in BANNER/Class Schedule/ under 'Master of Public Health'.

**Distance Education.** The MPH program is not purely online or fully Distance Education (DE) format. Courses with sections ending in 001 are face-to-face classes and 601 are distance education (DE) classes. Registration, courses offered, sections, format (DE or F2F), enrollment limitations, and room/time, appear in the online BANNER system, available to the student once an ECU 'pirateID' is assigned.

**Exhibit 6** shows an example of core and concentration courses by semester. In planning courses, attention should be given to completing core courses MPH 6011, MPH 6020, and BIOS 7021, because these are pre-requisites for several other courses. Please check ONE-STOP/Banner to ensure a course is offered during the semester planned or check with MPH Student Services Coordinator.

Additional biostatistics courses are encouraged for students interested in pursuing a terminal degree in Epidemiology or Health Administration. Public Health courses in the ECU Graduate Catalog can be found at the following link: <http://www.ecu.edu/cs-acad/grcat/curricula.cfm>.

**Exhibit 6.** Example of **Core and Analysis and Management** Concentration Courses by Semester

Fall	Spring	Summer
*MPH 6000 Public Health Practice	*MPH 6002 Ethics and Law in Public Health	MPH 6025 Delivery Healthcare Services
*MPH 6035 Interdisciplinary Rural Health (DE)	*BIOS 7022 Biostatistics for Health Professionals II (DE & F2F)	
*MPH 6011 Introduction to Epidemiology	*MPH 6011 Introduction to Epidemiology	*EHST/MPH 6010 Fundamentals of Environmental Health (DE)
HIMA 6060 Theories and Applications, Public Health Informatics (DE)	MPH 6040 Long Term Care Admin	
MPH 6023 Epidemiology of Cancer	*MPH 6020 Research Methods	
*EHST/MPH 6010 Fundamentals of Environmental Health (DE)	*EHST/MPH 6010 Fundamentals of Environmental Health	
*BIOS 7021 Biostatistics for Health Professionals I (DE)	MPH 6022 Epidemiology of Infectious Disease	
MPH 6200 Comm. Health Org & Leadership (DE & F2F)	COHE 6600 Mgt of Health Care Operations	
COHE 6310 Health Care Financing		
MPH 7201 Survey Methods		
MPH 6021 Chronic Disease Epi		

Legend:

\* Core Course

**Exhibit 7** shows the curriculum sequence for Behavior Health Concentration for a full time student completing the program in two academic years, including summer enrollment between first and second year. Please see Appendix A, B, and C for course descriptions.

**Exhibit 7.** Health Behavior Concentration Course Sequence

Year 1			Year 2	
Fall	Spring	Summer	Fall	Spring
MPH 6000	MPH 6002	EHST/MPH 6010	MPH 6035	MPH 6027*
MPH 6013	MPH 6020	MPH 6905	MPH 7201 elective	Elective
ESTH/MPH 6011	BIOS 7021		MPH 6991	MPH 6992
MPH 6600*	MPH 6605*			
	MPH 6904			

\*Concentration courses.

**3.5 Internship/Field Placement.** An internship consisting of 240 contact hours is required of all students. The field experience or internship offers students the opportunity to integrate and demonstrate the application of academic knowledge with learned public health core competencies in a professional setting through exposure to one or more core functions of essential public health services.

Each semester, the Director of Field Placement, Ms. Ruth Little, will offer at least two meetings to discuss internship interests. MPH 6904 (Introduction to Field Placement), MPH 6905 (Applied Field Placement) and MPH 6903 (Comprehensive Field Placement) are offered each semester including summers. The internship can be completed during any semester including but not limited to summers. Students should complete their core requirements or majority of their core requirements before being eligible to enroll in MPH 6903/6905. Students who recently completed an undergraduate degree without substantial working experience can enroll in MPH 6904, Introduction to Field Placement (1 s.c.h.) in the spring of year 1 if they will have completed the majority of the core requirements, so that the internship can be completed during the summer between first and second year for students on the 2-year full-time track schedule. Students are not limited to summer internships; many students enroll during the fall and/or spring semester. In order to register for 6904 after initial meeting, you will need to email Ruth Little with the following information:

- A statement of purpose stating you have completed the core requirements or in some cases the majority of the core requirements
- Your advisor should be copied on this email that validates their support of enrollment
- The Director of Field Placement will respond to your email with copy to the Student Services Coordinator on the email so you can be registered

After completion of MPH 6904 and establishment of the internship preceptor, students may enroll in MPH 6905, Applied Field Placement (2 s.c.h.). In some cases, students with previous experience in a public health field may want to enroll in MPH 6903(Comprehensive Field Placement) course. The Director of Field Placement will work with you in selecting the best option for you.

Field placement is one of the capstone experiences whereby the student and preceptor agency work together within the course structure on a project that is mutually beneficial to the agency and the student. The preceptor is required to have substantial experience in public health leadership. Preceptor availability often varies by time of year. The ECU MPH program has affiliation agreements with many agencies. Students may suggest an agency but a University Affiliation Agreement (UAA) is required with the agency and may take two or more months to establish between the agency and the University. For more information on field placement see: <http://www.ecu.edu/cs-dhs/dph/fieldplacement.cfm>

**3.6 Professional Paper.** A professional paper is required of all students and serves as an applied-learning experience. Dr. Stephanie Pitts ([jilcotts@ecu.edu](mailto:jilcotts@ecu.edu)) is the coordinator for the two courses, MPH 6991 and MPH 6992. The professional paper typically describes a public health action, intervention, or an increase in knowledge useful to public health practice that has resulted from the student's internship experience, professional employment, or research. The professional paper is completed over a two semester sequence:

- MPH 6991 2 s.c.h. consists of developing and writing the proposal or protocol, and
- MPH 6992 1 s.c.h. consists conducting/completing the analysis, writing, and presenting the work.

Prerequisites for MPH 6991 are MPH 6000, MPH 6002, MPH 6011, and MPH 6020 (**Exhibit 8**). MPH 6991 must precede MPH 6992. The student’s Academic Advisor must approve enrollment into MPH 6991. Next, students send a brief email to MPH Student Services Coordinator (basske@ecu.edu) with student name, research interests, and two DPH faculty members with whom the student is interested in working. Students are assigned and registered to a primary professor for the two courses. There is no presentation requirement for MPH 6991. MPH 6992 is the implementation of the proposal produced in MPH 6991. A presentation is required at the completion of MPH 6992.

**Exhibit 8.** Professional Paper Prerequisites

<b>Prerequisites for MPH 6991</b>
MPH 6000 Public Health Practice
MPH 6002 Ethics and Law in Public Health
MPH 6011 Introduction to Epidemiology
MPH 6020 Research Methods
<b>Prerequisites for MPH 6992</b>
MPH 6991 Professional Paper (I)
EHST 6010 Fundamentals of Environmental Health
MPH 6013 Behavioral Sciences and Health Education
MPH 6035 Interdisciplinary Rural Health
BIOS 7021 Biostatistics for Health Professionals I

Students should refer to the Professional Paper Guidelines and examples on the MPH website. The course requirements and paper content are explained in detail at <http://www.ecu.edu/cs-dhs/dph/Professional-Paper.cfm>.

Students sometimes need additional time to complete their professional paper during MPH 6992. For example, if a student does not complete the required work in spring of graduation semester and plans to complete the paper during the summer session, a grade of “Q” will be assigned. The grade of “Q”, a special grade, handled as an Incomplete, is reserved for capstone courses such as professional papers, internships, and similar courses. The “Q” grade is removed when the course is successfully completed in the summer and replaced with a grade of “R”. For MPH 6992, the student need not register for the summer session. The professor will replace the Q with R for the Spring course. Once a “Q” grade is converted to an “R” the credit hours will be awarded for the class. The paper sequence does not impact GPA. See Section 4.1 regarding registration for 6992 if completing in summer.

If the student takes a Q in MPH 6991 in any semester, the student must register and pay for the course, but the course may be repeated twice without penalty.

### 3.7 Certificate Programs

**3.7.1 Certificate in Community Health Center Administration (CHCA).** The goal of the CHCA certificate program is to prepare individuals to administer, lead and develop community health centers for North Carolina. The primary objective of the program, offered by the Department of Public Health and the Department of Health Services and Information Management (HIMA) (College of Allied Health Sciences) are to: 1) provide a 15 credit hour curriculum specifically tailored to the unique challenges of creating and administering federally-qualified rural

and urban community health centers; and 2) offer the curriculum in a hybrid, DE and face-to-face format. This certificate program was developed in collaboration with the North Carolina Community Health Center Association and the North Carolina Office of Rural Health. The certificate program is open to any student with an earned baccalaureate degree and an interest in continuing or pursuing a professional career track in developing and/or administering community health centers. The certificate requires completion of 15 s.c.h. of graduate level courses listed below (**Exhibit 9**). Courses taken in this certificate program may be counted as the Analysis and Management concentration courses for the MPH degree.

**Exhibit 9.** Curriculum for Certificate in Community Health Center Administration

<i>Course Name</i>	<i>Offered (DE, F2F)</i>
MPH 6200 Community Health Organization and Leadership	Fall
COHE 6100 Community Health Administration	Spring
COHE 6600 Management of Health Care Operations	Fall
COHE 6310 Health Care Accounting and Financial Administration	Fall
HIMA 5060 Health Informatics	Fall

All courses in **Exhibit 9** are offered F2F and DE. Individuals who are not enrolled in a graduate program related to community health center administration or who do not have significant work experience in a community health center are required to take COHE 6000, MPH 6000, or equivalent.

**3.7.2 Certificate in Ethnic and Rural Health Disparities.** The Certificate in Ethnic and Rural Health Disparities (ERHD) prepares professionals to identify, analyze and develop culturally competent projects for specific ethnic and rural communities in the United States and global communities. The certificate program requires 12 s.c.h. and is entirely online. The ERHD program consists of four online courses offered through the MPH program (**Exhibit 10**).

**Exhibit 10.** Curriculum for Certificate in Ethnic and Rural Health Disparities

<i>Course Name</i>	<i>Offered</i>
MPH 6005 African American Health	Summer I (DE)
MPH 6007 Global Public Health	Fall (DE)
MPH 6008 Ethnic Health & Health Disparities	Spring (DE)
MPH 6009 Capstone Experience in Ethnic Health & Health Disparities	Summer 11 week (DE)

Students enroll full-time or part-time. All qualified graduate students must meet the graduate school entry requirements and ERHD program requirements. Credit hours may transfer to the MPH degree program if accepted into the MPH program.

## 4.0 Requirements for Graduation

Policies of the MPH program are consistent with procedures set forth by the ECU Graduate Division, which can be located at the website:

<http://www.ecu.edu/cs-acad/grcat/admission.cfm#LOAReadmit>

**4.1 Continuous Enrollment or Registration.** Taken from ECU Graduate Catalog: Graduate students who have previously registered for all credits in a graduate degree program but who have not completed all requirements (e.g., thesis, professional paper, internship, etc.) must continue to register each semester (except summer terms) until all degree requirements are completed and filed with the registrar. Students must be enrolled for at least one credit hour during the semester of graduation except summer, if registered for the prior spring semester. Students who do not complete all degree requirements prior to the published commencement date of the intended term of graduation but complete all degree requirements prior to the first day of class of the subsequent term may petition the Graduate School for a waiver of the registration requirement for that term.

Students may request a leave of absence from the Graduate School for special circumstances, but are not permitted to use university resources during the period of their leave of absence. Students may petition the Graduate School for an exception to the continuous registration requirement if all degree requirements are completed prior to the first day of class in the next term.

**4.2 Leave of Absence, Readmission, and Withdrawal.** Students enrolled in graduate degree programs who take a leave of absence of one or more semesters (excluding summer terms) must notify their Graduate Program Director and Student Services Coordinator. Students will also be required to file a readmission application prior to returning. During a leave of absence students will not be permitted to utilize university resources.

Students who take a leave of less than three years may file an application for readmission online at [www.ecu.edu/gradschool/](http://www.ecu.edu/gradschool/). There is no fee for readmission for less than three years. These applications should be presented to the Graduate School at least two weeks prior to the opening of registration for the semester or summer term in which the student wishes to resume graduate work. Students wishing to change graduate degree or certificate programs after a leave of absence must submit a new admissions application.

Students who take a leave of absence of three or more years must submit a new complete application and pay application fee to be considered for admission to their former program. Students readmitted after a leave of absence of three years or more will be required to meet new or changed degree requirements. For information on time limitations, view *Residence and Graduate Requirements* found at [www.ecu.edu/cs-acad/grcat/regulations.cfm#resreqmts](http://www.ecu.edu/cs-acad/grcat/regulations.cfm#resreqmts).

When a graduate student drops all courses in a semester in which he or she is enrolled the student must officially withdraw. Students registered on campus must apply for official withdrawal to the Office of Registrar. Students withdrawing for medical/counseling reasons should complete the procedure within thirty days after the last class attendance. All other students withdrawing should complete this procedure immediately after the last class attendance. After classes have ended, no withdrawal, except in the case of severe medical emergency, can be filed. A graduate student withdrawing by the last day for graduate students to drop courses without grades as given in the Graduate School calendar will not receive grades for the semester. A graduate student withdrawing from school after the last day for graduate students to drop courses without grades shall receive a grade of F for all classes which he or she is failing at the time unless, in the judgment of the Dean of the Graduate School, the failures were caused by circumstances beyond the student's control.

If the student wishes to resume the program after withdrawing, they will be required to fill out a readmission application. Please see timelines stated in above paragraph.

**4.3 Grades required for graduation.** In order to remain in good academic standing, graduate students must maintain a minimum cumulative GPA of 3.0 once they have a total of 9 credit hours

attempted. A 3.0 cumulative GPA is required for graduation. Students will be warned of a probation period if a student's GPA falls below 3.0. The probationary period will last for the term(s) in which the next nine credit hours are attempted. The student may be dismissed from the MPH program if the GPA does not or cannot meet 3.0 within nine credit hours. The Program Director or Dean of Graduate School makes termination decisions at the completion of the academic probation period. Two grades of C may be grounds for grounds for probation. One grade of F may be grounds for probation or dismissal regardless of the semester the F was received or whether the GPA fell below 3.0.

A student cannot graduate with "Incomplete" on the ECU Graduate Transcript. A student should make arrangements to convert the Incomplete to Complete, and receive a grade with both the Instructor of the course and their Academic Advisor. A student has one calendar year to replace the "Incomplete." If a student does not meet the one year deadline, the incomplete will automatically turn into a grade of F which cannot be removed from the official transcript. Details of this process can be discussed with the Academic Advisor. A student must be registered to receive a grade and be a registered student in the semester in which the 45 credits are completed.

In most circumstances, students may "walk" in the commencement ceremony if a student has completed 44 credits before graduation and will have MPH 6992 completed by the end of the next consecutive semester. In certain circumstances, a student may "walk" in graduation if they have completed all but several credits with the permission of the MPH Program Director. Students in this category shall inform the MPH STUDENT SERVICES COORDINATOR, their Academic Advisor, and the Program Director that all requirements will be met by the completion of the next consecutive semester. The student must be registered to submit the professional paper to be graded.

**4.4 Requesting to Graduate.** In order to receive a diploma, student must complete two forms, available through the Graduate Division website: <http://www.ecu.edu/cs-acad/registrar/GraduationInfo.cfm>

Requirements are consistent with the ECU Graduate Division, including:

- a graduate summary completed and signed by the Program Director
- a completed graduate application

*Graduate Student Graduation Summary Form* (also called Graduate Summary Form) should be reviewed with your Academic Advisor, who approves the form's content. The Form is given to MPH Student Services Coordinator, who obtains Chair's signature. A copy is filed in the student folder and forwarded to the Registrar's Office via email; student is copied on email.

*Graduate Graduation Application.* This form should be completed and submitted directly to the Student Services Coordinator. A copy is filed in the student folder and forwarded to the Registrar's Office via email; student is copied on email.

These forms should be completed the semester prior to your graduation semester. For spring and summer graduates, please complete forms by the end of the fall semester. For students graduating in the fall semester, please complete forms by the end of the summer semester.

**4.5 Competencies.** Consistent with objectives of the MPH program, student achievement of competencies is assessed during core curriculum. Students who do not meet core competencies identified through course learning objectives are reported to the Academic Advisor. Students will be required to successfully conduct remediation to accomplish the competency before graduation. The remediation process can be discussed with the student's Academic Advisor. Students attain 20



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basic public health competencies (**Exhibit 11**) prior to graduation. Competencies are measured at several points throughout the curriculum, such as course work, internship and professional paper.

**Exhibit 11.** 20 Competencies of the Association of Schools of Public Health  
 Provided by MPH Program: Core Courses, Concentrations, and Culminating Experience

**Public Health Competencies - Basic Disciplines**

<b>Competency</b>	<b>ASPH Description</b>
<b>BIostatistics</b>	<ul style="list-style-type: none"> <li>-Apply descriptive techniques commonly used to summarize public health data (BIOS 7021, MPH 6020)</li> <li>-Apply common statistical methods for inference (BIOS 7021, MPH 6020)</li> <li>-Interpret results of statistical analysis found in public health studies (MPH 6011, MPH 6020)</li> <li>-Use vital statistics and other public health records in the description of population health characteristics and in public health research and evaluation (MPH 6020)</li> </ul>
<b>ENVIRONMENTAL HEALTH</b>	<ul style="list-style-type: none"> <li>-Specify approaches for assessing, preventing, and controlling environmental hazards that pose risks to human health and safety (MPH 6010)</li> </ul>
<b>EPIDEMIOLOGY</b>	<ul style="list-style-type: none"> <li>-Describe a public health problem in terms of magnitude, person, time, and place (MPH 6011, MPH 6903, MPH 6991)</li> <li>-Calculate basic epidemiology measures (MPH 6011, BIOS 7021)</li> <li>-Comprehend basic ethical and legal principles pertaining to the collection, maintenance, use, and dissemination of epidemiological data (MPH 6011, MPH 6991)</li> <li>-Recognize the principles and limitations of public health screening programs (MPH 6000, MPH 6011)</li> </ul>
<b>HEALTH POLICY AND MANAGEMENT</b>	<ul style="list-style-type: none"> <li>-Identify the main components and issues of the organization, financing, and delivery of health services in the U.S. (MPH 6000)</li> <li>-Use the principles of program planning, development, budgeting, management, and evaluation in organizational and community initiatives (MPH 6000)</li> </ul>
<b>HEALTH BEHAVIOR</b>	<ul style="list-style-type: none"> <li>-Describe the role of social and community factors in both the onset and solution of public health problems (MPH 6013, MPH 6035, MPH 6903, MPH 6991)</li> <li>-Identify basic theories, concepts, and models from a range of social and behavioral disciplines that are used in public health research and practice (MPH 6013, MPH 6020, MPH 6903, MPH 6991)</li> <li>-Use evidence-based approaches in the development and evaluation of social and behavioral science interventions (MPH 6013, MPH 6020)</li> <li>-Describe steps and procedures for the planning, implementation, and evaluation of public health programs, policies, and interventions (MPH 6000, MPH 6013)</li> </ul>
<b>HEALTH COMMUNICATION</b>	<ul style="list-style-type: none"> <li>-Develop cogent and persuasive written materials regarding public health topics (MPH 6013, MPH 6903, MPH 6991)</li> <li>-Deliver oral presentations using recognized criteria for effective information dissemination (MPH 6000, MPH 6903, MPH 6992)</li> </ul>
<b>DIVERSITY</b>	<ul style="list-style-type: none"> <li>-Demonstrate sensitivity to varied cultural, ethnic, and socioeconomic backgrounds of individuals and groups including: education, health, literacy, race, gender, age, profession, political preferences, health conditions, religion/spirituality, place of origin, sexual orientation, and lifestyle (MPH 6035)</li> </ul>
<b>PROGRAM PLANNING</b>	<ul style="list-style-type: none"> <li>-Prepare proposals for funding from internal and external sources (MPH 6000)</li> <li>-Apply evidence-based concepts in public health decision-making (MPH 6000)</li> </ul>

**Public Health Competencies – Specific to Area of Concentration**

<b>Concentration</b>	<b>Competencies</b>
<b>ANALYSIS AND MANAGEMENT</b>	<ul style="list-style-type: none"> <li>-Analyze a public health or system problem, identifying its components</li> <li>-Design an intervention for a public health or health system problem, identifying its components</li> <li>-Evaluate a public health or health system problem, specifying processes and outcomes</li> <li>-Characterize quality improvement methods for public health or health system programs</li> <li>-Demonstrate capability with a software program(s) that facilitates analysis of public health or health system problems</li> </ul>
<b>HEALTH BEHAVIOR</b>	<ul style="list-style-type: none"> <li>-Design, implement, and evaluate health promotion and disease prevention interventions that target multiple levels of the social ecological framework</li> <li>-Use qualitative and quantitative software to analyze data regarding programmatic needs, performance, and evaluation</li> <li>-Use formative, process, intermediate, and outcome measures to plan and evaluate public health interventions</li> <li>-Design a theoretical framework and/or a logic model to guide intervention development and/or data collection for program evaluation</li> </ul>

**Public Health Competencies – Components of Culminating Experience**

<b>Culminating Experience</b>	<b>Competencies</b>
<b>PROFESSIONAL PAPER (MPH 6991)</b>	<ul style="list-style-type: none"> <li>-Describe a public health problem in terms of magnitude, person, time, and place</li> <li>-Comprehend basic ethical and legal principles</li> <li>-Describe the role of social and community factors in both the onset and solution of public health problems</li> <li>-Identify basic theories, concepts, and models from a range of social and behavioral disciplines that are used in public health research</li> <li>-Develop cogent and persuasive written materials regarding public health topics</li> </ul>
<b>PROFESSIONAL PAPER (MPH 6992)</b>	<ul style="list-style-type: none"> <li>-Deliver oral presentations using recognized criteria for effective information dissemination</li> </ul>
<b>FIELD PRACTICUM (MPH 6903, MPH 6905)</b>	<ul style="list-style-type: none"> <li>-Describe a public health problem in terms of magnitude, person, time, and place</li> <li>-Describe the role of social and community factors in both the onset and solution of public health problems</li> <li>-Identify the basic theories, concepts, and models from a range of social and behavioral disciplines that are used in public health research and practice</li> <li>-Develop cogent and persuasive written materials, regarding public health topics</li> <li>-Deliver oral presentations using recognized criteria for effective information dissemination</li> </ul>
<b>FIELD PRACTICUM (MPH 6904)</b>	<ul style="list-style-type: none"> <li>-Describe a public health problem in terms of magnitude, person, time, and place</li> <li>-Identify the basic theories, concepts, and models from a range of social and behavioral disciplines that are used in public health research and practice</li> <li>-Develop cogent and persuasive written materials regarding public health topics</li> </ul>

**4.6 Student Code of Conduct.** Integrity of MPH Program, students, and faculty is extremely important. All students are expected to abide by the ECU Code of Student Conduct. Plagiarism, cheating, and other misconduct are not expected among our students and will be dealt with according to the ECU Code of Conduct. Details of Brody BSOM at East Carolina University MPH Code of Student Conduct can be found in MPH Program web page at <http://www.ecu.edu/cs-dhs/dph/loader.cfm?csModule=security/getfile&pageid=703353>.

## 5.0 Application and Admission

Applications are considered for the MPH Program for the fall semester. Spring admissions are considered depending on total program enrollment.

**5.1 Application Deadlines.** Deadlines for submission of applications are April 15 for fall semester and October 15 for spring semester. Before applying for spring admission, please confirm with the MPH STUDENT SERVICES COORDINATOR that admissions for the spring semester are planned.

**5.2 Non-Degree Seeking Students.** Students may take coursework as non-matriculating students. Non-degree seeking students may be permitted to register up to two weeks before classes begin with the permission of the Department Chair. Non-matriculating students must follow the guidance of the ECU Graduate School for enrollment. Completing courses as a non-degree student offers no assurance that a student will be accepted into a graduate program at some future date. If a student is accepted into a program at a future date, no more than nine (9) non-degree credits may be counted towards a degree or certificate program, and then, only by consent of the department chair. [http://www.ecu.edu/cs-cas/engl/graduate/admissions.cfm#CP\\_JUMP\\_96268](http://www.ecu.edu/cs-cas/engl/graduate/admissions.cfm#CP_JUMP_96268).

**5.3 Admission Requirements.** Admission to the MPH degree program requires the student to meet the minimum admission requirements for graduate study as established by the ECU Graduate School and University, as well as, the following requirements established by the Master of Public Health Program. Medical Students and residents arrange a different degree plan to achieve 45 credit hours. Non-degree seeking students must obtain permission to enroll in any MPH classes.

Applicants should follow the online application process of the ECU Graduate School:  
<http://www.ecu.edu/cs-acad/gradschool/Apply-Now.cfm>

1. Submission of Graduate School Application online.
2. Submission of one official transcript from every college or university attended.
3. An acceptable score on the Graduate Record Examination (GRE) within the past five years.
4. Three letters of recommendation from persons familiar with the applicant's academic and professional capabilities, achievements, work experience, and/or personal qualities.
5. A resume or curriculum vitae.
6. A Statement of Intent (less than 600 words) explaining why the applicant wishes to pursue the MPH degree and how her/his future career goals are related to the degree.
7. *For the MPH program, interviews may be conducted by MPH faculty mostly by telephone. The purpose of the interview is to gauge an applicant's knowledge of public health and commitment to completing the program.*

**5.4 How to Apply.** Applicants apply by completing a “self-managed” application to the ECU Graduate School. The application form must be submitted electronically from the following website:

<http://www.ecu.edu/cs-acad/gradschool/Apply-Now.cfm>

**Degree seeking applicants** must complete the following steps:

- Submit an application online to the Graduate School with the application fee.
- Mail in one package to the Graduate School:
  - Official transcripts from all schools that you have attended even if it was only for a single course or college credit awarded while you were in high school. Transfer credit posted on the transcript of other institutions is not accepted *in lieu* of transcripts from the institution attended. An original transcript from each institution is always required.
  - If you attended ECU, your ECU transcript will automatically be retrieved and sent to the Graduate School. If a hold is found on your record, the transcript will not be retrieved and you will have to first remove the hold and then contact the Registrar's Office to request your transcript and pay any associated fees. If your coursework at ECU was taken before 1991 the Graduate School can NOT automatically retrieve a transcript for you. You will need to contact the Registrar to obtain a transcript. You will be notified via email about the status of your ECU transcript after your application is submitted.
- Access the Graduate Admissions Reference Management Site and submit your statement of purpose and Resume or Curriculum Vitae. This site is accessible the day after you submit an application and payment to the Graduate School. (If these items are sent by any other means, the Graduate School will not use them toward the application.)
- Access the Graduate Admissions Reference Management Site and enter the names and email addresses of your references. They will be able to submit their letters electronically. This site is accessible the day after you submit an application and payment to the Graduate School. Any paper references must be sealed and signed by the person giving the reference and mailed directly to the Graduate School.
- Have official GRE, TOEFL, and/or IELTS score report sent directly from the testing service to the Graduate School. The MCAT is accepted if an applicant is currently enrolled in good standing in medical school or has completed a medical degree (MD).

**Certificate seeking applicants** must complete steps outlined at the following link:

- Submit an application online to the Graduate School with the application fee
- Access the Graduate Admissions Reference Management Site and enter the names and email addresses of your references. They may submit their letters electronically. This site is accessible the day after you submit an application and payment to the Graduate School.
- Access the Graduate Admissions Reference Management Site and submit your statement of purpose. This site is accessible the day after you submit an application and payment to the Graduate School. (If these items are sent by any other means, the Graduate School will not use them toward the application.)
- Mail in one package to the Graduate School:
  - Official transcripts from all schools that you have attended even if it was only for a single course or college credit awarded while you were in high school. Transfer credit posted on the transcript of other institutions is not accepted *in lieu* of transcripts from the institution attended. An original transcript from each institution is always required.
  - If you attended ECU, your ECU transcript will automatically be retrieved and sent to the Graduate School. If a hold is found on your record, the transcript will not be

retrieved and you will have to first remove the hold and then contact the Registrar's Office to request your transcript and pay any associated fees. If your coursework at ECU was taken before 1991 the Graduate School can NOT automatically retrieve a transcript for you. You will need to contact the Registrar to obtain a transcript. You will be notified via email about the status of your ECU transcript after your application is submitted.

The Certificate in Community Health Center Administration can be found at:  
<http://www.ecu.edu/cs-dhs/chca/admission.cfm>

The Certificate in Ethnic and Rural Health Disparities can be found at:  
<http://www.ecu.edu/cs-acad/gradschool/results.cfm?id=327>

For students currently enrolled in a graduate degree program at ECU, submit a Request for Approval to Add a Certificate Program to Degree Program, found at <http://www.ecu.edu/cs-acad/gradschool/academicpolicies.cfm> ; Click on Request to Add Certificate

**Non-degree applicants** must submit a non-degree application online with the application fee and an official transcript showing a bachelor's degree from an accredited institution. **Please note that financial aid is available only for degree seeking students.**

**5.5 MPH-MD Dual Degree Program.** The MPH degree requires 45 s.c.h. for physicians. Medical students may complete the program by taking MPH course work during a leave of absence between the second and third year of medical school as well as during summer vacations. A leave of absence to pursue the MPH degree may be granted to students in the BSOM who have been accepted into the MPH program, have completed Step I of the USMLE, and are in good standing in the medical school. Physicians and residents apply through the ECU Graduate School.

**5.6 Qualifications Required for Admission.** To qualify for regular admission to the ECU Graduate School, an applicant must have an overall undergraduate GPA of 3.0, and a satisfactory score on GRE. Acceptance into the Master of Public Health Program is determined by the graduate faculty based on evaluation of the applicant's record of scholarship, standardized test scores, professional experience and accomplishments, the writing skills displayed by the Statement of Intent, three references, and personal interview. Verbal, written, and quantitative skills are required of graduate students entering the MPH program. The ability to use computers and standard software in basic public health applications is a requirement for graduate work and proficiency is the responsibility of the student. The faculty of the MPH program establishes guidelines for admissions into the MPH Program. Graduates are admitted by a formal letter from the ECU Graduate School.

**5.7 Transfer of Credits from other programs.** Requests for transfer of courses taken prior to enrollment must be made at the time of admission and be approved by the director of the MPH program and the Dean of the Graduate School. If the student is in a master's program at ECU and wishes to transfer into the MPH program, up to 9 s.c.h. are eligible for consideration. Up to 12 s.c.h. of a student's course work may be transferred from a school or program accredited by the CEPH. The course credit must appear on the prior transcript and the student should provide a copy of the syllabus.

## 5.8 Equal Opportunity Policy of East Carolina University

ECU is committed to equality of opportunity and does not discriminate against applicants, students, or employees based on race, religion, color, creed, national origin, sex, age, sexual orientation, or disability. Please see details at <http://www.ecu.edu/edc/>.

## 6.0 Financial Costs and Financial Aid

Because the duration of completion of the program will differ for each student, the financial commitment by semester will differ for each student. Costs are calculated based on the number of credit hours enrolled during one semester. Summer session is considered a separate semester for cost purposes. Distance education courses have an additional charge. In-state tuition and fees for 2012-2013 are approximately \$3,060 per semester. As tuition is expected to change, please see the ECU Graduate Division website for the latest information:

[http://www.ecu.edu/financial\\_serv/cashier/tufee.cfm](http://www.ecu.edu/financial_serv/cashier/tufee.cfm).

**Exhibit 12.** shows an example of expenses that full-time students might expect per semester, paying either in-state or out-of-state tuition.

**Exhibit 12.** Summary of Major Categories of Expenses  
by Semester and Resident Status

Expense Category	In-state	Out-of-state
Tuition and fees	\$3,203	\$9,362
Student Health Insurance Plan	1,376*	1,376*
Books and supplies	500	500
Living expenses	4,000	4,000
Personal expenses	<u>2,000</u>	<u>2,000</u>
Estimated Total per semester	\$11,079	\$17,238

\*For more information about this charge and the waiver process please visit

<http://www.ecu.edu/studentlife/studenthealth/>.

**6.1 Financial Aid, Assistantships, and Remissions.** While graduate education is financed primarily by personal savings and loans, the university provides limited financial support for graduate study through several mechanisms.

- Graduate Assistantship
- Work Study
- Out-of-State tuition remission

Students gaining regular admissions are eligible for consideration of a **Graduate Assistantship** (GA-ship). Selected full time students (enrolled in  $\geq 9$  s.c.h.) receive a stipend for 20 hours of work per week during fall and spring semesters and up to 38 hours in the summer semester. Contracts are established at the beginning of each semester. Pay rates are normally: \$5,000.00 per semester. Pay rates can be adjusted based on budgetary needs by the department. Time-sheets are submitted bi-weekly to the supervisor. Service is usually assisting faculty in teaching or research. Graduate assistantships are allotted by the Program Director. Having a GA-ship during year 1 does not guarantee renewal in year 2. Some GA-ships require the student to conduct the internship at a local health department in eastern North Carolina. If so, the student will be apprised of this requirement when selected, and may make a decision to decline the internship.

Information about financial aid can be found at [http://www.ecu.edu/financial\\_serv/](http://www.ecu.edu/financial_serv/).

**Work-study assignments** in the DPH are available for qualified students. Check with the MPH SSC and the Office of Financial Aid for more information during the application process. A limited number of *out-of-state tuition remissions* may be available to cover the out-of-state portion of a student's tuition for one year. Remissions are highly competitive. Students are strongly advised to apply to the program as early as possible to be considered. Certain *members of the armed services* and their dependent relatives, as well as *public school teachers* may be eligible for out-of-state tuition remissions.

## 7.0 MPH Program Faculty and Advisors

Lloyd F. Novick, MD, MPH is the MPH Program Director and Chair of the Department of Public Health. N. Ruth Little, MPH is Vice Chair for Operations. Information about MPH faculty and instructors can be found at <http://www.ecu.edu/cs-dhs/dph/Core-Faculty.cfm>

The MPH program has a diverse external advisory board with exceptional experience to draw upon for planning and guidance. The Advisory Board, which meets bi-annually, is composed of local, state, and national public health practitioners as well as faculty and administrators of other academic public health programs.

## 8.0 Frequently Asked Questions about the ECU MPH program

- **How many credit hours are required for graduation?** 45 semester credit hours.
- **Are all students required to complete an internship in public health?** Yes. The internship is an integral component of the MPH Program. Students with substantial previous field experience may petition to be exempt from the internship requirement or a portion thereof. Exemption is at the discretion of the MPH Program Director.
- **How long will it take to complete the degree requirements?** It depends on whether you pursue this on a full-time basis or part-time. Students can complete the program in 2 to 4 years.
- **Can I transfer courses from another master of public health program or graduate school?** With approval of the program director and Dean of the Graduate School, up to 12 credit hours may be transferred, depending on how well a course matches the ECU MPH course substituted and accreditation standards.
- **Are courses offered in the evening?** Most courses are offered in the late afternoon or early evening once per week for three hours.
- **Can I take courses on-line?** The MPH program was not designed to be offered completely online in a distance education format. Many courses are available in distance education format, but some core and concentration courses are not offered online. Courses with sections ending in 601 are online courses. Courses with section 001 are face-to-face courses. Some courses are offered in both formats, but this varies by semester. Courses meet 1 day per week for 3 hours typically after 3 pm.
- **How do I apply?** Through an application to the ECU graduate school at <http://www.ecu.edu/gradschool>. All supplemental materials will need to be sent to the Graduate School.
- **What is the application deadline?** Deadlines for submission of admission applications are April 15 for fall semester and October 15 for spring semester. Prospective students are strongly urged to apply well before the deadline. Late admission considered based on program capacity.
- **Are students accepted only for fall admission?** Some students (5 to 7 for example) may be accepted for spring enrollment. The occurrence of spring enrollment depends on



the total number of students enrolled in the previous fall and expected number of graduates.

- **What entrance exams and scores are required?**

The Graduate Record Exam (GRE) is used as one gauge of an applicant's ability to successfully complete the program and contribute to the field of public health. We require applicants to take the GRE. A combined GRE score of 300 or greater is desirable. Acceptance into the program is based on evaluation of the applicant's record of scholarship, standardized test scores, professional experience and accomplishments, the essay, references, and interview (if conducted). Potential exceptions include applicants pursuing the dual MD/MPH degree, or practicing professionals with a clinical degree, such as medical residents, fellows, or family nurse practitioners. Neither the MCAT nor MAT exams are accepted.

- **Must I take the Graduate Record Exam if I have already completed a graduate degree?** It depends on what the graduate program was, how recently you completed it, and what your grades were in the program. If you are interested in waiving the GRE, you must receive written consent from the MPH Program Director **BEFORE** the application deadline.

- **How do I find more about the Graduate Record Exam (GRE)?** Go to <http://www.ets.org/gre>

- **Is there any financial aid?** Financial Aid is limited. See the information at <http://www.ecu.edu/financial/>

- **Is the program accredited?** ECU is accredited by the Southern Association of Colleges. The MPH Program was fully accredited in 2012 for seven years by Council on Education for Public Health.

## Contact information

Student Services Coordinator  
Brody School of Medicine at East Carolina University  
Department of Public Health  
Lakeside Annex 7 & 8, Mailstop 660  
600 Moyer Boulevard  
Greenville, NC 27834  
Tel: (252) 744-4079, Fax: (252) 744-4008  
Email: [mph@ecu.edu](mailto:mph@ecu.edu)

**KEY**

<b>BIOS</b>	Biostatistics
<b>COHE</b>	Community Health
<b>COMM</b>	Media Communications
<b>EHST</b>	Environmental Health Sciences
<b>HIMA</b>	Health Information Management
<b>MPH</b>	Masters of Public Health
<b>PADM</b>	Public Administration

**Appendix A. Description of Eight Core Courses for MPH Program**

<b>Area of Knowledge</b>	<b>Core Courses</b>	<b>Description</b>
<b>Health Services and Management</b>	MPH 6000	<i>Public Health Practice (3)</i> Foundation for public health administration. Introduces MPH degree program. Applied focus on public health problems, issues, and resources of eastern North Carolina. Describes how empirical assessment of population health status informs managerial decision-making and describes the organization of the public health infrastructure. Overview range of practice in public health and of tools and resources for health improvement.
	MPH 6002	<i>Ethics and Law in Public Health (3)</i> P: MPH 6000 or consent of instructor. Core issues and skills for public health administration and practice. Focuses on public health law, ethics, legislation, media relations, human services management, and emergency preparedness
	MPH/NURS 6035	<i>Interdisciplinary Rural Health (3)</i> (Same as NURS 6035) Theoretical base and skills for interdisciplinary rural health practice.
<b>Environmental Health</b>	MPH/EHST 6010	<i>Fundamentals of Environmental Health (3)</i> (Same as EHST 6010) Effects of environment on human health with focus on rural environment. Considers water supply and wastewater disposal, water quality, solid and hazardous wastes, air quality, occupational health and safety, food protection, and vector control.
	MPH 6011	<i>Introduction to Epidemiology (3)</i> Same as HLTH 6011. Introduces methods and concepts of epidemiologic methodology and application of epidemiology in public health.
<b>Epidemiology</b>	MPH 6020	<i>Research Methods (3)</i> Synthesize material from social and behavioral sciences, biostatistics, and epidemiology to better understand health problems
	MPH 6013	<i>Behavioral Sciences and Health Education (3)</i> Same as HLTH 6013. Introduces concepts of role of social factors in health and illness as well as health education/promotion. Overview of relationships between various social factors, with health outcomes. Includes theories and approaches of health education/promotion programs.
<b>Social and Behavioral Sciences</b>		

<b>Biostatistics</b>	BIOS 7021	<i>Biostatistics for Health Professionals I (3)</i> Formerly BIOS 6021. P: MATH 1065 or consent of instructor. Applies statistical methods to health sciences. Types, organization, and display of data; elementary probability; parametric and nonparametric techniques when dealing with one or two samples (matched and independent); one way ANOVA; and simple linear regression
<b>Total Credits = 24</b>		

**Appendix B. Analysis and Management Concentration Courses**

	<b>Courses</b>	<b>Descriptions</b>
<b>Analysis and Management*</b>	<b>Epidemiology (Select 3 of 4)</b>	
	MPH 6022	<i>Epidemiology of Infectious Disease (3)</i> P: MPH 6000, 6011; or consent of instructor. Provides concepts involved in understanding causes, transmission, and control of infectious disease as well as policies, methods, and tools employed in surveillance, detection, investigation, control, and prevention of disease outbreaks.
	MPH 6023	<i>Epidemiology of Cancer (3)</i> P: MPH 6000, 6011; or consent of instructor. Study design and epidemiologic methods used in cancer epidemiology research
	MPH 6021	<i>Epidemiology of Chronic Disease (3)</i> P: MPH 6000, 6011; or consent of instructor. Epidemiologic measures, statistical methods, and quantitative models specific to chronic disease epidemiology.
	HIMA 5060	<i>Health Informatics (3)</i> (S) P: Consent of instructor. Informatics in health care delivery systems with focus on the clinical, public health, and consumer aspects.
	<b>Health Services Administration**</b>	
	MPH 6200	<i>Community Health Organization and Leadership (3)</i> P: COHE 6000 or MPH 6000 or consent of instructor. Leadership, community organization, planning, advocacy and communication skills for administration of community health centers and integrated health care systems.
	MPH 6025	<i>Delivery of Healthcare Services (3)</i> P: MPH 6000 or consent of instructor. Overview of delivery and effective leadership of healthcare services.
	COHE 6310	<i>Health Care Accounting and Financial Administration (3)</i> . Application of the theories, principles and concepts of financial management and accounting to decision-making and accountability in health care organizations.
	<b>Community Health Center Administration</b>	
	MPH 6200	<i>Epidemiology of Infectious Disease (3)</i> P: MPH 6000, 6011; or consent of instructor. Provides concepts involved in understanding causes, transmission, and control of infectious disease as well as policies, methods, and tools employed in surveillance, detection, investigation, control, and prevention of disease outbreaks.
	COHE 6100	<i>6100. Community Health Administration (3)</i> P: COHE 6000 or MPH 6000, MPH 6200 or consent of instructor. Role and application of basic administrative theory and practice in health service institutions and

		agencies. Emphasis on public aspects of health service.
	HIMA 5060	<i>Health Informatics (3)</i> (S) P: Consent of instructor. Informatics in health care delivery systems with focus on the clinical, public health, and consumer aspects.
	COHE 6600	<i>Management of Health Care Operations (3)</i> P: COHE 6000 or consent of instructor. Focus on day-to-day operational aspects of managing health care organizations. Operational needs of various health care providers. Emphasis on legal, marketing, service, quality, and personnel issues.
	COHE 6310	<i>Health Care Accounting and Financial Administration (3)</i> Application of the theories, principles and concepts of financial management and accounting to decision-making and accountability in health care organizations.
	<b>Long Term Care Administration ***</b>	
	MPH 6040	<i>Long Term Care Administration (3)</i> P: MPH 6000 or consent of instructor. Overview of delivery of long term care services with an emphasis on the knowledge and skills needed for effective leadership.
	<i>Select 2 of the 4 courses listed below</i>	
	HIMA 5060	<i>Health Informatics (3)</i> (S) P: Consent of instructor. Informatics in health care delivery systems with focus on the clinical, public health, and consumer aspects.
	MPH 5060	<i>Health Informatics (3)</i> (S) P: Consent of instructor. Informatics in health care delivery systems with focus on the clinical, public health, and consumer aspects.
	MPH 6025	<i>Delivery of Healthcare Services (3)</i> P: MPH 6000 or consent of instructor. Overview of delivery and effective leadership of healthcare services.
	COHE 6600	<i>Health Care Accounting and Financial Administration (3)</i> . Application of the theories, principles and concepts of financial management and accounting to decision-making and accountability in health care organizations.
	COHE 6310	<i>Health Care Accounting and Financial Administration (3)</i> Application of the theories, principles and concepts of financial management and accounting to decision-making and accountability in health care organizations.
	2 Electives (Choose 2 from the options listed below)	
<b>MPH Courses</b>	MPH 6005	<i>African-American Health (3)</i> Comprehensive, holistic, and sociocultural perspective focusing on national, regional, state, county and local African-American health and health disparity issues leading toward developing public health interventions.
	MPH 6007	<i>Global Public Health: A Global Perspective (3)</i> Explores the issues related to the fields of medical anthropology and public health leading toward developing global health interventions.
	MPH 6021	<i>Epidemiology of Chronic Disease (3)</i> P: MPH 6000, 6011; or consent of instructor. Epidemiologic measures, statistical methods, and

		quantitative models specific to chronic disease epidemiology.
	MPH 6022	<i>Epidemiology of Infectious Disease (3)</i> P: MPH 6000, 6011; or consent of instructor. Provides concepts involved in understanding causes, transmission, and control of infectious disease as well as policies, methods, and tools employed in surveillance, detection, investigation, control, and prevention of disease outbreaks.
	MPH 6025	<i>Delivery of Healthcare Services (3)</i> P: MPH 6000 or consent of instructor. Overview of delivery and effective leadership of healthcare services
	MPH 6027	<i>Applied Mixed-Methods Research (3)</i> P: MPH 6020; BIOS 7021 or consent of instructor. Mixed-methods data collection and analysis, with focus on use of qualitative and quantitative software.
	MPH 6036	<i>Fundamentals in Agromedicine (3)</i> Occupational and environmental illnesses, injuries, and prevention in agriculture (farming, fishing, and forestry).
	MPH 6040	<i>Long Term Care Administration (3)</i> P: MPH 6000 or consent of instructor. Overview of delivery of long term care services with an emphasis on the knowledge and skills needed for effective leadership
	MPH 6052: Independent Study	
	MPH 6150	<i>Introduction to the History of Public Health in the Modern West (3)</i> Same As HUMS 6150 History of the rise of organized public health systems in the West with emphasis on the contribution such understanding can make to contemporary practices, policies, and priorities.
	MPH 6670 (every other year)	<i>Public Health Perspectives on Maternal and Child Health (3)</i> P: Enrollment in master of public health degree program or permission of instructor. Introduces students to maternal and child health (MCH), with primarily a domestic focus. Emphasis on understanding the role policies and programmatic issues play in MCH. Students will gain an understanding of key issues for MCH populations.
	MPH 7201	<i>Introduction to Survey Methodology (3)</i> P: MPH 6020, BIOS 7021, or consent of instructor. Overview of principles and practices of population-based survey research, including survey methods, sampling designs, questionnaire development, survey quality and errors, and analysis of survey data.
<b>Biostatistics</b>	BIOS 7022	<i>Biostatistics for Health Professionals II (3) (Formerly BIOS 6022)</i> P: BIOS 7021 with a grade of B or better or consent of instructor. Continuation of BIOS 7021. Topics include ANOVA for multi-factor designs and analysis of single degree of freedom contrasts; ran-

		domized block and repeated measures designs; nonparametric methods for standard designs; multiple linear and logistic regression; and chi-square analysis of contingency tables.
	BIOS 7051	<i>BIOS 7501. Experimental Design (3) (Formerly BIOS 6501)</i> P: BIOS 7021 or equivalent with a grade of B or better or consent of instructor. Experimental designs and their analysis. Topics include completely randomized, randomized block, Latin square, and split-unit designs; factorial treatment structures and repeated measures designs; multiple comparison procedures; tests of normality and homogeneity of variance; measures of effect size; and power considerations.
	BIOS 7550	<i>Applied Multivariate Analysis (3) (Formerly BIOS 5450)</i> P: BIOS 7021 or equivalent with a grade of B or better or consent of instructor. Overview of the most commonly used multivariate statistical techniques. Topics include Hotelling's T-square, MANOVA, discriminant analysis, cluster analysis, principal components, factor analysis, canonical correlation, multidimensional scaling, and correspondence analysis.
<b>Community Health</b>	COHE 6000	<i>Health Care Systems and Problems (3)</i> P: Consent of instructor. Advanced study of contemporary health care problems. Evolution, philosophy, and present and future trends of our health care system. Emphasis on health policy and practices of community health service institutions and agencies.
	COHE 6100	<i>Community Health Administration (3)</i> P: COHE 6000 or MPH 6000; MPH 6200 or consent of instructor. Role and application of basic administrative theory and practice in health service institutions and agencies. Emphasis on public aspects of health service.
	COHE 6310	<i>Health Care Accounting and Financial Administration (3)</i> Application of the theories, principles and concepts of financial management and accounting to decision-making and accountability in health care organizations.
	COHE 6410	Electronic Health Records (3) P/C: HIMA 5060 or consent of instructor. Principles and approaches to EHR technology.
	COHE 6460	<i>Classification Systems (3)</i> P: BIOL 2130, 2131 or equivalent; HIMA 3000 or equivalent; HIMA 3113 or equivalent; COHE 6000, HIMA 6060 or consent of instructor. Coding of diseases and procedures by "International Classification of Diseases" and services and procedures according to the Healthcare Common Procedure Coding System for reimbursement.
	COHE 6480	<i>Health Data Structures (3)</i> P: COHE 6000; HIMA 6060; or consent of instructor. Examination of the concept of a data set and use of a standard set of terminologies, vocabularies and

		classification systems for information management.
	COHE 6600	<i>6100. Community Health Administration (3)</i> P: COHE 6000 or MPH 6000, MPH 6200 or consent of instructor. Role and application of basic administrative theory and practice in health service institutions and agencies. Emphasis on public aspects of health service.
<b>Communications</b>	COMM 6210	<i>Media and Health Communication (3)</i> P: Admission to M.A. in communication or graduate certificate, or consent of graduate program director. Theory and research of issues involving media and health.
	COMM 6221	<i>Interpersonal Health Communication (3)</i> P: Admission to M.A. in communication or graduate certificate, or consent of graduate program coordinator. Theories and practices in various health care contexts, with emphasis on relationships among patients and health care providers. Fall, even years.
	COMM6224	<i>Communication and Health Organizations (3)</i> P: Admission to M.A. in communication or graduate certificate, or consent of graduate program director. Analysis and practice of communication in health care settings. Fall, odd years.
	COMM 6230	<i>Introduction to Health Communication (3)</i> P: Admission to M.A. in communication or graduate certificate, or consent of graduate program director. Introduction to the area of health communication covering interpersonal, organizational and media issues.
<b>Health Education and Promotion</b>	HLTH 7100	<i>Qualitative Research: Analysis and Interpretation (3)</i> Same as NURS 7100, OCCT 7100 P: Consent of chair. Application and evaluation of qualitative research design and methods including data collection, management and analysis approaches, and the art and science of interpretation.
<b>Public Administration</b>	PADM 6400	<i>Health Policy (3)</i> Same as COHE 6971 and NURS 6971 Overview of health policy, law and regulation that relate to the delivery of health care in the United States.
	PADM 6160	<i>Public Policy Formulation and Implementation (3)</i> P: Consent of instructor. Formulation and implementation of public policy at federal, state, and local levels of government. Application of various models and theories of policy formation and implementation to substantive policy areas.
	PADM 6161	<i>Applied Policy Analysis (3)</i> P: PADM 6101 , PADM 6102 or consent of instructor. Public policy at all levels of government. Program charting, budget examination, management analysis, systems analysis, implementation analysis, and cost-benefit analysis.



	PADM 6162	<i>Environmental Administration (3)</i> RP: Course or other background in public policy. Political and bureaucratic constraints reflecting conflicting objectives of energy independence and pollution-free environment.
<b>Health Services and Information Management</b>	HIMA 5060	<i>Health Informatics (3)</i> (S) P: Consent of instructor. Informatics in health care delivery systems with focus on the clinical, public health, and consumer aspects.

## Appendix C. Health Behavior

### Health Behavior Concentration Courses

6027. Applied Mixed-Methods Research (3)  
P: MPH 6020; BIOS 7021 or consent of instructor. Mixed-methods data collection and analysis, with focus on use of qualitative and quantitative software.
6600. Planning Public Health Programs (3)  
P: MPH 6013. Development and delivery of public health programs.
6605. Evaluating Public Health Programs (3)  
P: MPH 6013, 6600. Evaluation of public health programs, including formative, process, impact, and outcome evaluation.

### Health Behavior Electives (not exhaustive)

6005. African-American Health (3)  
Comprehensive, holistic, and sociocultural perspective focusing on national, regional, state, county and local African-American health and health disparity issues leading toward developing public health interventions.
6007. Global Public Health: A Global Perspective (3)  
Explores the issues related to the fields of medical anthropology and public health leading toward developing global health interventions.
6008. Ethnic Health and Health Disparities (3)  
Explores the issues related to ethnic health and health disparities, leading toward developing new public health intervention programs.
6025. Delivery of Healthcare Services (3)  
P: MPH 6000 or consent of instructor. Overview of delivery and effective leadership of healthcare services.
6035. Interdisciplinary Rural Health (3) Same as NURS 6035  
Theoretical base and skills for interdisciplinary rural health practice.
6036. Fundamentals in Agromedicine (3)  
Occupational and environmental illnesses, injuries, and prevention in agriculture (farming, fishing, and forestry).
6040. Long Term Care Administration (3)  
P: MPH 6000 or consent of instructor. Overview of delivery of long term care services with an emphasis on the knowledge and skills needed for effective leadership.
- 6050, 6051, 6052. Independent Study (1,2,3)  
May be repeated. May count a maximum of 6 s.h. toward degree. P: Consent of advisor. Study of topic not otherwise offered in public health curriculum or in greater depth than is possible within context of regular course.
6100. Aging and Health (3) Same as GERO 6100; SOCI 6100  
P: Consent of instructor or Center on Aging associate director for educational programs. Analysis of behavioral, social, and cultural influences upon health status of older adults and intervention strategies.
6150. Introduction to the History of Public Health in the Modern West (3)  
History of the rise of organized public health systems in the West with emphasis on the contribution such understanding can make to contemporary practices, policies, and priorities. Same as BIOE 6150.

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6200. Community Health Organization and Leadership (3)  
P: COHE 6000 or MPH 6000 or consent of instructor. Leadership, community organization, planning, advocacy and communication skills for administration of community health centers and integrated health care systems.
6670. Public Health Perspectives on Maternal and Child Health (3)  
P: Enrollment in master of public health degree program or permission of instructor. Introduces students to maternal and child health (MCH), with primarily a domestic focus. Emphasis on understanding the role policies and programmatic issues play in MCH. Students will gain an understanding of key issues for MCH populations.
7201. Introduction to Survey Methodology (3)  
P: MPH 6020 and BIOS 7021; or consent of instructor. Overview of principles and practices of population-based survey research, including methods, sampling designs, questionnaire development, sources of error, and analysis of survey data.