TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Information Management

INFO 532: HEALTH INFORMATION

Trimester Three 2010
COURSE OUTLINE

Contact Details

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Communication of Additional Information

If you have questions or comments about course material and activities, the preferred "channel" is the appropriate Blackboard discussion forum, so that all students can see your message, and participate in any subsequent discussion.

The Blackboard discussion forums will be regularly checked for new messages. However, if you prefer to send your message via email (particularly if it is sensitive or involves personal information), you should begin the subject line with

[INFO 532]

Course Schedule

INFO 532 will be held in the third trimester (15 November-13 February) of the 2010 academic year. There will be no classes during the mid-term break (20 December-9 January).

Please note that INFO 532 will be offered via distance learning only. The weekly Internet conference sessions will be held on Wednesdays from 5.00-6.30 p.m., starting 17 November 2010.

Week	Topic
1: Nov. 17	The organisation and delivery of health care and health information in New Zealand
2: Nov. 24	The information needs of health professionals
3: Dec. 1	Medical and health information sources and services; (including audio-visual information)
4: Dec. 8	Medical terminology; MEDLINE searching, MeSH headings, PubMed and PubMed services
5: Dec. 15	Allied health literature (CINAHL, etc.); pharmaceutical and drug information
Mid-Trimester break (20 December 2010– 9 January 2011)	
6: Jan 12	Evidence-based medicine
7: Jan 19	Critical appraisal
8: Jan 26	Consumer Health Information (CHI)
9: Feb. 2	Special consumer groups: women's health, Maori health, CAM (complementary and alternative medicine)
10: Feb 9	Health information on the Internet/ Health informatics

Teaching Period: From 15 November (the first day of trimester) to February 13.

Withdrawal from Courses:
Your fees will be refunded if you withdraw from this course on or before **21 November 2011**. The last date for withdrawal from this course is the three-quarter point of the teaching period, i.e. **28 January 2011.** After that date, permission to

withdraw requires the permission of the Associate Dean (Students) as set out in section 8 of the Personal Courses of Study Statute
http://policy.vuw.ac.nz/Amphora!~~policy.vuw.ac.nz~POLICY~000000001743.pdf
To apply for permission, fill in the Late Withdrawal form available from either of our Student Customer Service Desks.

Course Description

INFO 532 examines the ways in which health information is created, stored, accessed, and disseminated to a range of consumers, from health and allied health professionals to health consumers. The use of information technology and other information issues unique to the health sector are studied.

Time commitment

To achieve satisfactory grades, you should expect to spend about 12 hours per week on INFO 532 (including time spent in the weekly session). Up to two hours per week will be spent in the weekly seminar, in which you will be expected to contribute to the discussion. The balance of your time should be spent reading material provided on Blackboard, and on the Internet, and doing your preparation work for the weekly session and assignments.

Learning Objectives

By the end of the INFO 532 course, students should be able to:

1. Demonstrate an awareness of the broad issues concerning the creation, organisation, dissemination, and use of all kinds of health information.

2. Describe the information needs of health professionals and allied health professionals which are known from research.

3. Select judiciously from, and demonstrate an ability to use, a range of information resources and services that meet the needs of these groups.

4. Demonstrate an ability to carry out an effective search on the main health sciences database, Medline, and retrieve evidence-based sources of information.

5. Apply the techniques of critical appraisal to information in the health sciences.

6.   Identify key issues and quality resources in the provision of consumer health information.

7.   Know where to access and how to evaluate information resources in Maori health and Complementary and Alternative Medicine

8.   Discuss the current status and future development of health information systems and services.

Assessment

INFO 532 is internally assessed, with the following assignments to be completed in order to satisfy the mandatory course requirements. **Full details, including explanatory notes and criteria, are available under "Assessment" on Blackboard**.

Assignment	Date due	Value	Length
1. Annotated MEDLINE search	23 Dec. 2010	30%	No word limit
2. Critical appraisal of a research article	21 Jan. 2011	30%	1500 words max.
3. Essay; or Consumer Health Information Package	25 Feb. 2011	40%	3000 words max.

Late assignments

Assignments submitted after they are due will have a 10% penalty imposed unless an extension has been granted by the course coordinator. Assignments submitted more than one week after they are due will not be accepted unless there are exceptional circumstances and the late submission has the prior approval of the course coordinator.

Submission

All assignments for INFO 532 will be submitted digitally; remember to keep a copy of each assignment you send us, just in case the original goes astray. **See the Assessment section of the INFO 532 Blackboard site for details**.

Word count

Assignments 2 and 3 MUST contain a word count, easily available from your word-processing program. The word count should appear under your name. (Note: your name should appear only on the back of the last page of the assignment.) The penalty for not including your word count, or going over the word count, will be 5%.

Plagiarism

You should read and take heed of the statement on collaboration and plagiarism on the University website at http://www.vuw.ac.nz/home/studying/plagiarism.html and also in the *Administration Handbook*; you **must** acknowledge all sources you use. While you are encouraged to work together while preparing for the weekly sessions, assessed work must be completed individually, and collaboration confined to discussion of general points. You are expected to present information in your own words, based on your understanding of the background material you read. **Any assignment which is extensively plagiarised will receive an automatic fail grade**. **Note**: student work provided for assessment in this course may be checked for academic integrity by <u>http://turnitin.com</u>, an online plagiarism prevention tool which compares submitted work with a large database of existing material. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

Presentation

Details of assignment policies, including information regarding presentation and plagiarism, will be found in the Information Studies pages under the 'My Organizations' tab on Blackboard.

Mandatory course requirements

To fulfil the mandatory course requirements for this course, you must:

•   attend a minimum of 75% of the scheduled class sessions, and participate in class discussions;

    complete all of the assignments in the required timeframe.

Note: Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Course Resources and Delivery

Each week discussion will be based on:
- introductory material, discussion points, and any exercises;
- required readings from the material provided.

The course material provided for INFO 532 includes:
- this course information section (in which the contents of the INFO 532 course are discussed along with course-specific administrative information and Internet conference details);
- materials on the Blackboard website for INFO 532 (see 'Online information' for more on this), which will be used to post study guides and readings, and enable ongoing electronic discussion forums on topics or issues introduced in or out of class. Students are also encouraged to use Blackboard for information sharing, and to post questions for electronic and in-class discussion.

Learning outcomes are specified for each of the 10 study modules. **Students should note** that some modules include exercises; it is important that you complete or prepare these **before** the weekly session. As the sessions are meant to be interactive, you should be prepared to answer questions, contribute comments, and ask for clarification of issues pertaining to the material under discussion. In some sessions you may be asked to talk about a specific topic, or to share your experience in exploring the resources we are discussing with the rest of your seminar group. You should always be prepared for this.

In the study notes you will encounter three types of boxes, which separate work to be done from the body of the text. **Boxes in this format detail reading which you should do before continuing with the module notes:**

Now Read:
Broadbent, V. & Harrington, F. (2003). The New Zealand health database consortium. **Library Life,** 283 (October), 24–25. (Reading 1)

These readings are either included as PDFs in the study module to which they apply (as in this case), or are available on the Internet.

Boxes in this format contain revision questions:

> **Focus Question**
> What are some of the ways that the systems by which health care is organised and delivered could impact on the actual care given, and its effectiveness?

You should consider these, and jot down your answers or conclusions, before continuing with the module course notes. These focus questions will usually be discussed during the weekly session for the module.

The third type of box (Exercises or Discussion Points) alerts you to prepare particular work for the weekly session:

> **Exercise 1**
> Now try searching on these terms (scleroderma with and without the subheading therapy; hypothalamus with and without the subheading 'abnormalities'; adrenal cortex hormones with and without 'therapeutic use', with and without 'adverse effects'), and note the difference in the results. Don't just note numbers of hits — check the titles and if necessary the contents of some of the items you have retrieved.

Using or quoting from course notes

The course notes used in the IST programmes have been developed over a period of time. As a result, each set of modules is likely to include new material contributed by the coordinator and staff involved in the current offering of the course, as well as material contributed by staff involved in earlier offerings. Every effort has been made by our academic and editorial staff to ensure that all material is correctly attributed and complies with the University's copyright license obligations. If quoting or referring to material written specifically for this course, you should treat it as being contributed anonymously rather than being attributable to the person delivering the particular module in which it appears, unless the authorship is clearly indicated.

Online information

You will be required to use the online resources for this course that are available in the Blackboard online learning environment:

http://blackboard.vuw.ac.nz/

The Blackboard pages will contain study guides and readings, a Web-based forum for discussion of issues related to the course, links to sites of interest, announcements and additional information, updates, etc.

If you have any difficulties logging on please contact the Help Desk, at:

its-service@vuw.ac.nz

All students will also be automatically enrolled in the Information Studies community under 'My Organizations' on Blackboard. General announcements and information will be posted here, and students should check this site regularly.

Internet conferencing

Distance sessions are conducted via the Internet; in order to participate students will need an Internet-connected PC running Windows 7, Vista, or XP, microphone, and headphones/speakers.

To connect, go to the Internet conferencing page (and read the "Getting Started" information) at

https://conferencing.sim.vuw.ac.nz/

There is also an 'Internet Conferencing' button linking to this page in your course website on Blackboard.

Some days before your first session, and at least 15 minutes before each subsequent session, you should test your system by going to the Echo Room. Regular classes will be held in the IST Room; additional Discussion Rooms are available for breakout groups, and as a "waiting room" if a class is proceeding in the main IST room. Study groups can use the discussion rooms out of regular class times. For further information, follow the help links on the Internet Conferencing page; further details, including screen name conventions, are also available on the Information Studies pages under 'My Organizations' on Blackboard.

For problems with the Internet Conferencing site itself, first check the online help information. If your problem is not resolved please contact our in-house IT Support, which is available only during the evening Internet Conferencing sessions:

- **Freephone**: 0800 116 299 (5-8 p.m. only) -- office phone forwarded directly to distance education support analyst during evenings
- **Email**: simconferencing@vuw.ac.nz

If for some reason a session does not run, check on Blackboard for an announcement of any alternative arrangements that the lecturer is making. Recordings of all distance sessions are also available for downloading from Blackboard.

Students email list

Staff of the Information Studies Programmes use the **ist-students email discussion list** to make important announcements, and to share news and ideas relating to the programmes. **It is very important that you are subscribed to this list**. Please make sure that a current email address which you check regularly is subscribed. We suggest that you remain a member of this list until **after you graduate,** because the list is used as the main channel to communicate important administration messages (including those about arrangements for graduation).

Emails are sent to ist-students regularly, so if you have not received any list messages for a few weeks it is a good idea to make sure you are still subscribed. If a list message is rejected by your email account you will automatically be unsubscribed from the list.

To subscribe, unsubscribe, and change your email address or options, go to

> **http://lists.vuw.ac.nz/mailman/listinfo/ist-students**

General University information

For the following important information, follow the links provided:

Academic Integrity and Plagiarism
http://www.victoria.ac.nz/home/study/plagiarism.aspx

General University Policies and Statutes
http://www.victoria.ac.nz/home/about/policy

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support
http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx

Faculty of Commerce and Administration Offices
http://www.victoria.ac.nz/fca/studenthelp/

Manaaki Pihipihinga Programme
http://www.victoria.ac.nz/st_services/mentoring/