



FACULTY OF HUMANITIES AND SOCIAL SCIENCES

GRADUATE SCHOOL OF NURSING, MIDWIFERY AND HEALTH

HLTH 522: HEALTH SYSTEMS, POLICY & PRACTICE

30 POINTS
TRIMESTER 1 2016

Key dates

Trimester dates: 29 February to 29 June 2016

Teaching dates: 29 February to 5 June 2016

Easter break: 24 to 30 March 2016

Mid-trimester break: 25 April to 1 May 2016

Last assessment item due: 17 June 2016

Withdrawal dates: Refer to www.victoria.ac.nz/students/study/withdrawals-refunds.

If you cannot complete an assignment or sit a test in the last three weeks of teaching, or an examination, it may instead be possible to apply for an aegrotat (refer to www.victoria.ac.nz/students/study/exams/aegrotats).

SECTION 1: OPERATIONAL INFORMATION

Class times and locations

1st School

Dates: Thursday 10 and Friday 11 March 2016
Times: 09.00 – 17.00 daily
Venue: CS801, Level 8, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

2nd School

Dates: Tuesday 17 – Thursday 19 May 2016
Times: 09.00 – 17.00 daily
Venue: Tues & Weds: CS801 Seminar Room, Level 8, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

Please note the different venue for Thursday 18 May 2016 (due to Graduation)

Venue: CS717 Meeting Room, Level 7, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

Important Notice

The Graduate School of Nursing, Midwifery & Health at Victoria University of Wellington, uses all reasonable skill and care in an effort to ensure the information and course content information contained in this outline is accurate at the time of going to print.

Students should be aware, however, that in the event course timetables and venues need to be changed, all attempts will be made to notify the students.

Names and contact details

Course Coordinator

Dr Martin Woods
Ph: 04 463 5034
Email: martin.woods@vuw.ac.nz
Office hours: Wed 13.00 -16.00pm (by appointment)

Postgraduate Student Administrator

Caleb Aveling
Ph: 04 463 6647
Email: caleb.aveling@vuw.ac.nz
Office hours: Monday – Friday 09.00 – 17.00

Office Hours

The Graduate School office will be open 09.00 – 17.00 weekdays from Tuesday 5 January 2016 and close on Thursday 22 December 2016.

Postal Address

Graduate School of Nursing, Midwifery & Health
Victoria University of Wellington
P O Box 7625

Newtown
Wellington 6242

Physical Address

Level 7, Clinical Services Block (CSB)
Wellington Regional Hospital
Riddiford St, Newtown
Wellington 6021

Communication of additional information

All course information and information on changes that occur during the course will be conveyed to students via Blackboard or student VUW email.

SECTION 2: COURSE INFORMATION

Prescription

This course explores health care policy and service delivery in Aotearoa New Zealand and internationally. The structural, political, professional and ethical dimensions of health service delivery are examined.

Course learning objectives (CLOs)

Students who pass this course will be able to:

1. Demonstrate knowledge and understanding of specific political, economic, ethical, financial and professional aspects of health care systems
2. Critically analyse the genesis of national and international health care policies
3. Critically evaluate the relationship between health policy and practice
4. Influence policy and practice.

Teaching format

There will be five School days held in Wellington which will be delivered in two blocks over the trimester. The days will be a mix of lectures, tutorials and small group activities. A distance component supported by Blackboard forms part of the course and supports the development of the content delivered in the school. Students are expected to read a selection of the recommended resources listed in this outline and on Blackboard. The three assignments are each designed to engage students in learning different aspects of the relationship of health policy to practice.

Workload

As a guide each 30-point course at the Graduate School requires students to allocate approximately 10 hours per point for self-directed study, research, assessments and attendance at Schools. Consequently 300 hours should be spread evenly over the 12 week trimester, break, study week and exam period.

This course comprises approximately 40 hours of course contact time for lectures. Preparation for class time 10 hours; blackboard comments and review 10 hours; general reading 25 hours. The amount of time you should notionally assign to the completion for each of the assignments is as follows:

1. Assignment 1: Comparative Evaluation of Health Policy & Practice Essay (40%): 100 hours
2. Assignment 2: Meeting – with politician or at District Health Board (10%): 15 hours
3. Assignment 3: Submission (50%): 100 hours

SECTION 3: ASSESSMENT INFORMATION

Assessment

Assessment items and workload per item	%	CLO(s)	Due date
1 Essay: Comparative Evaluation of Health Policy and Practice (3500 words)	40%	1, 2, 3	15 April 2016
2 Attend a meeting with a Member of Parliament OR attend a local District Health Board meeting (700 words)	10%	2, 3, 4	13 May 2016
3 Submission (4000 words)	50%	1, 3, 4	17 June 2016

Approval is required in writing from the course coordinator if you wish to use work you have submitted from a previous course or have written for your organisation.

Marking criteria for each assessment will be posted on Blackboard.

Assignment Number One

Assignment Name: **Essay: Comparative Evaluation of Health Policy and Practice**

Due Date: 15 April 2016

Word limit: 3500 words

This assignment is worth 40% of your final grade.

This essay focuses on comparison of an aspect (policy or service arrangements) of the New Zealand Health System with that of another country of your choice. For example comparing how New Zealand and another country fund care of the older person; approach euthanasia, organise maternity services.

Using the reputable sources you have available,

- Describe the two countries including their political, economic, social and geographical context. Provide only the background and context that you think is important to the policy or service arrangement being discussed;
- Outline the overall structure of each policy or service arrangement including target group, policy or service components, funding arrangements, governance and workforce requirements;
- Provide evidence of the effectiveness (e.g., health outcomes, throughput, staff turnover) of each system; and
- Finally present your analysis of the strengths and weakness of the two policy or service arrangements.

Please submit your assignment via Blackboard.

This assessment meets learning objectives 1, 2 & 3.

Assignment Number Two

Assignment Name: **Account and reflection on a meeting with a Member of Parliament
OR the District Health Board**

Due Date: 13 May 2016

Word limit: 700 words

This assignment is worth 10% of your final grade.

Format

Arrange to either: meet with a Member of Parliament in your region OR attend a public meeting of your District Health Board (DHB) or Primary Health Organisation (PHO). If you wish you can arrange to do these meetings in groups i.e. several students together.

The Member of Parliament (MP) can be either a local member or a list MP. At the meeting find out what their interests and policy responsibilities are and how you can input to these and how you can use the MP to address issues of interest to you.

The District Health Board or Primary Health Organisation meeting can be either a full meeting or a subcommittee meeting. At the meeting identify key items on the agenda, how decisions are made including whose voice (accountants, managers, patients/clients, health professions and which ones) is heard.

Write no more than 700 words (2 pages) that includes:

- i. Type of meeting – e.g. Meeting with list MP; District Health Board meeting
- ii. Date of meeting
- iii. Your preparation for the meeting
- iv. Who was present – if DHB or PHO can say Board members as a group, but include details of non-Board members, and names of colleagues if you did not go alone
- v. What you learnt
- vi. Reflections on whether you would now approach MPs or DHB members differently.

Please submit your assignment via Blackboard.

This assessment meets learning objectives 2, 3, & 4.

Assignment Number Three

Assignment Name: **Submission**

Due Date: 17 June 2016

Word limit: 4000 words

This assignment is worth 50% of your final grade.

Format

Write a formal submission on either: a policy out for consultation, a policy that you presently work with that you consider should be retained or requires changing. The policy can be internal or external to your organisation.

Identify the agency responsible (if internal to your workplace, the manager responsible) for the development or review of the policy. Write a submission to the agency or manager using the format outlined below.

Key components are:

- A title page bearing the author's name and contact address, the title and topic of the submission and the person or agency to whom the submission is addressed and date of submission
- A one page executive summary which is succinct and sums up your main points in order of priority
- The body of the submission should contain
 - i) a statement about the focus of the submission,
 - ii) a statement about who the submission is from and how it was formulated,
 - iii) evidence about what is good and what is problematic with the current or proposed policy,
 - iv) a proposal (using evidence and argument) about what should be contained, and/or what should be changed and why, and
 - v) an argument about why your proposed changes are feasible.
- A conclusion
- References

Students can request permission from the Course-Co-ordinator to write a Service Proposal instead of a submission. The format of the assignments are similar with the exception that Service Proposals require a budget and a risk benefit analysis.

Please submit your assignment via Blackboard.

This assessment meets learning objectives 1, 3 & 4.

Submission and return of work

For submission details, please see individual assessment items. Student coursework assignments submitted by the due date will normally be returned with feedback within three weeks of the due date.

Extensions

An extension to a deadline will only be considered where there are extenuating circumstances. An application for an extension must be made by you in writing/e-mail to the course coordinator at least 24 hours before the due date. When communicating your request you must include the following information:

- name, student number and contact details
- course code
- date of submission and request date for new submission
- reason for extension request

Upon receipt of your request, course coordinators may grant an extension of up to 2 weeks. Any further request for an extension may require Head of School approval.

Penalties

Late assignments or assignments with extensions may be subject to delays in marking and may not receive comprehensive feedback.

A penalty will be incurred for late submission of work **where no prior arrangement** has been made as follows:

- Work submitted up to 7 days after the due date without an extension will receive a 2 grade penalty. For example a B+ to a B-.
- Work submitted 8-14 days after the due date without an extension will receive a 4 grade penalty. For example a B+ to a C.
- Work submitted more than 15 days late without an extension will not be marked and will receive an 'E' (fail) grade.

Ethical content

Students are expected to adhere to ethical principles in all aspects of their coursework. This applies to academic integrity and also to the way information about, or from, individuals in the practice setting is managed. Good ethical practice must be maintained in all learning activities. The Human Ethics Committee at Victoria University of Wellington has granted approval for the incorporation of data or observations from patient/client/individuals into coursework from the Graduate School of Nursing, Midwifery and Health, and expects adherence to the instructions below.

Students are expected to adhere to their professional codes of conduct and standards, relevant legislative frameworks and contractual obligations to any employing organisation at all times. In addition, all students in classes where assignments might include observations, reports, images, photographs or descriptions of individuals (patients or colleagues) with whom they have worked in a clinical or practice setting as part of an assignment, must:

1. Read and sign the "Information for using individual data in an assignment: Student agreement statement"
2. Determine whether verbal or written informed consent is required, according to the guidelines provided in the student agreement statement and in consultation with their course coordinator if they are unsure;
3. Provide the patient/client/individual, or the parent/guardian of the child, whose data they intend to use with full information about how they intend to obtain and use the data;
4. Provide written information and obtain written informed consent if required.

Should students have any concerns about ethical aspects of their course requirements they should discuss them with the course coordinator.

Your Course Coordinator will discuss the ethical implications and special requirements (if any) for this particular course.

SECTION 4: ADDITIONAL INFORMATION

Set texts

There is no set text for this course.

Recommended reading

A list of readings will be made available on Blackboard.

Student feedback

Feedback concerning this course has been consistently positive for a number of years. Students find the degree of difficulty and assignment work to be very acceptable. The course has enhanced not only several students' academic progress, but their involvement in policy and planning within their own workplaces.

Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/students/study/exams/integrity-plagiarism
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Special passes: refer to the *Assessment Handbook*, at www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz

Blackboard Information

Students enrolling for this course will need access to the Victoria flexible learning system (Blackboard) via the Internet.

Blackboard is an online environment that supports teaching and learning at Victoria by making course information, materials and learning activities available online via the internet. Blackboard provides web-based access to course content, assessment, communication and collaboration tools. Instructions for using this will be provided as part of timetable during the 1st School. Students will need to be able to access the Internet on a regular basis.

How to log onto Blackboard

- Open a web browser and go to myVictoria.ac.nz
- Enter your account username which you can find in your *Confirmation of Study* sheet
- It is usually made up of 6 letters of your last name and 4 letters of your first name
- Enter your password. If you have never used Victoria computer facilities your initial password is your student ID number
- Click on the Blackboard icon
- Alternatively, if you want to access Blackboard without going through the myVictoria portal, just log on at <http://blackboard.vuw.ac.nz>

Off Campus access

Blackboard is available from any location where you can access the Internet. This may be your home, work or an Internet café.

Problems with access? Contact ITS service desk **04 463 5050**