

Community Health Sciences Multiple Specialty Rotation

General Guidelines

Overview of Student Project

The goal of the Multiple Specialty Rotation (MSR) in Community Health Sciences (CHS) is to provide medical students with an opportunity to synthesis and apply knowledge in the field of public health and health policy. Faculty members of the Department of Community Health Sciences supervise the student projects, which involves researching knowledge, writing and presenting projects related to current public health issues, programs, or policies.

During the MSR, two days have been scheduled for the community health project. There is an initial, brief orientation to the project, followed by a day, which is designated as CHS time, and half a day for final presentations (see schedule). Students are expected to spend additional time during this rotation working on the CHS project. Free time is available in the MSR schedule for the project. The undergraduate coordinator, in conjunction with supervisors and community resources, develop the topics. Alternatively, students may wish to submit their own project topic. Students must express their intent to choose their own topic by submitting a brief outline of the public health topic or health policy issue they wish to examine and a possible resource contact **two weeks prior to the start of the rotation.**

Project topics are chosen in the following areas to reflect various perspectives in community health, health equity, health advocacy and the broader determinants of health:

- Disease prevention, health protection, and health promotion
- Injury prevention
- Communicable disease control
- Chronic diseases
- Environmental and occupational health
- Women's, men's health
- Child and adolescent health
- Social determinants of health
- Health services and policy evaluation

At the orientation session, students will meet with their supervisor and will have the opportunity to discuss the topic/question. Approximately 3 - 4 students will be assigned to one faculty supervisor. The topics/questions will include a brief list of resource information and resource person's familiar with the public health issue. The Coordinator will have made initial contact with resource persons to confirm their interest in working with students. Community and/or academic resources provide important current and local perspectives on the topic and an opportunity for interdisciplinary learning. Students will be briefed on the expectations for the MSR in Community Health Sciences at the orientation session.

Goals

The goals of the MSR in Community Health Sciences are consistent with the general learning objectives of the Faculty of Medicine, which include seven roles of responsibility: medical expert, scholar, professional, communicator, manager, collaborator, and health advocate. Specific goals for the rotation are: to broaden students' understanding of issues related to public health and health policy, to develop further the "scholar" aspect of students' medical training, and to have students apply the broader determinants of health.

Objectives

The rotation in Community Health Sciences builds on previously learned knowledge, understanding and skills in research translation, statistics, critical appraisal and epidemiology. The objectives are that the student will be able to:

- demonstrate a solid understanding of a topic in the area of public health and health policy;
- apply the principles of epidemiology, translational research and community health sciences to the project, (including knowledge of the determinants of health at a local, national, or global level);
- critically evaluate the key evidence pertaining to a public health and health policy-related issue;
- demonstrate effective collaboration and communication skills with the supervisor and community and/or academic resources;
- demonstrate an ability to communicate effectively in a paper and an oral presentation

Project Requirements

The requirements of the MSR rotation in Community Health are to:

- Investigate a topic/question through a review of key articles and discussion with community and/or academic resource persons.
- Write a paper (10 to 12 pages) according to guidelines (see attached). Two copies of the paper must be submitted at the debriefing. Faculty supervisors will inform students regarding requests for electronic submissions of papers at the orientation.
- Prepare and give an oral presentation (10 minutes and 5 – 10 minutes for questions) to the student rotation group and supervisor on the assigned topic according to guidelines (see attached) and answer supervisor's and students' questions following the presentation.

Please note: Students are expected to keep their supervisor informed of their progress and should arrange to meet with him or her **at least once** during the rotation.

Students may also enter their paper into an **award competition**. A prize for the most outstanding paper will be awarded at the end of the academic year (see page 7 for further information)

Evaluation

This is a PASS/ Borderline Pass/ FAIL project. A Community Health Clerkship FITER evaluation form **is submitted to the Medical Student Performance record file. Prior to submission to the undergraduate office, students will receive a copy in their mailbox for review. Original copies of the FITERS will be signed in the CHS office, If the student does not accept the evaluation, he or she will make an appointment to see the CHS Director to discuss the FITER.** The MSR Director in Community Health Sciences will review failures of student projects and forward the recommendations for remediation to the Committee of Evaluation. **Please note that contact with community and/or academic resource persons is a requirement of the MSR in Community Health Sciences.** Failure to contact resource persons may result in a failing grade.

Evaluation Criteria

A passing grade will be assigned if the student has demonstrated competency in the following areas [*statements in italics are examples/clarifications*]:

Communicator

- The paper is well organized and has a logical flow.
- The paper is well written with few spelling or grammatical errors.
- The presentation is well organized and key issues are presented clearly.
- Visual aids (e.g., PowerPoint) are used effectively.
- Handles questions well at the presentation.
- Communicates well with the supervisor.

Professional

- Demonstrates integrity, honesty and respect for others (eg acknowledging sources of information) ***Plagiarism and/or cheating is taken very seriously***
- Demonstrates reliability and commitment.
The student kept appointments, arrived on time; all required tasks are performed according to schedule and guidelines
- Understands her/his own limitations and asks for appropriate assistance.
- Put sufficient effort into the project.

Scientist/Scholar

- Finds reliable/accurate information relevant to the topic.
The topic is well researched and draws on a variety of different sources including information from Community and/or academic resource persons. The literature review must include academic journals; papers based only on websites are not acceptable.
- Demonstrates knowledge of the topic area
- Discusses strengths and limitations of existing evidence.
- Draws appropriate conclusions based on existing evidence and knowledge
- Acknowledges sources of information using the required referencing style
Referencing one's work is essential; see Guidelines for further information on referencing, as well as the U of M Undergraduate Calendar, General Academic Regulations and Requirements, Section 8: Academic Integrity; 8.1 on Plagiarism and Cheating (pg 27, 2010/2011 Undergraduate Calendar).

Guidelines for Paper

Length: 10-12 pages, double-spaced (12-point font, 25 mm or 1 inch margins, number all pages)

Due Date: Day of debriefing (check schedule for date).
Hand in **two copies**, one to your supervisor, one to the Community Health Sciences office, Room S113, Medical Services Building

Note: Some resource people have indicated that they would appreciate receiving a copy of students' final papers. A copy is therefore sent to them. They are advised that the papers are not to be circulated or quoted without the student's permission. See 5. "References and Acknowledgment of Sources" in Content Areas

Content Areas:

The following list identifies the major content areas that should be included in your written paper. **The list represents the minimum requirements for project content.** Because the topic/questions vary, a standard format has not been defined.

1. TITLE PAGE

- Choose a brief title that reflects your question.

2. INTRODUCTION

- State the topic/question (What is this paper about? What is the issue?).
- State the magnitude of the problem (Why is the topic worth investigating? Why is it an issue?)
- Include a purpose statement. What is the purpose of the paper?

Note: The focus of the paper should be more on the broad community context, health care system response to, and/or policy implications of the particular issue, rather than on the clinical aspects of specific medical problems.

3. LITERATURE REVIEW AND DISCUSSION

- **Critically** review (i.e. strengths and weaknesses) and discuss relevant scientific evidence (about 8-10 key journal articles).

Questions to guide your review and analysis include:

- What is the scientific evidence, or epidemiological basis regarding the burden of illness/injury? What is not known? What additional research should be done?
 - What is the evidence regarding the efficacy, effectiveness and/or efficiency of a particular policy or program? How good is the research evidence? What are the limitations of the evidence?
 - What are the ethical and equity issues to be considered when weighing one policy and/or program against another? Should everyone receive it? How would it affect vulnerable populations?
 - What are the public health, health policy and/or practice implications of the issue?
- Describe resource persons' information and/or opinions on the topic and, where appropriate, compare them to scientific evidence.

4. CONCLUSIONS AND RECOMMENDATIONS

- State appropriate conclusions based on what you have learned from the project, especially as they pertain to public health, policy, health advocacy and practice.
- Recommend a course of action and/or what future research is needed based on your review of the topic.

5. REFERENCES AND ACKNOWLEDGMENT OF SOURCES

- Append a complete list of all the literature cited in the paper. References should be listed by number in the order in which they were first cited in the paper. Referencing style **must** follow the guidelines of the International Committee of Medical Journal Editors. See http://www.nlm.nih.gov/bsd/uniform_requirements.html for examples of how to reference different types of source material.
- List the resource person(s) you interviewed on a separate page and provide the complete mailing address (es). **Note:** Resource people on the distributed list expect students to contact them. Students are free to access additional community resource persons/settings as they see fit.
- Plagiarism is a serious offence. Students should acquaint themselves with the University policy on plagiarism and cheating, which can be found in the University General Calendar. The University libraries also have information on avoiding plagiarizing and what the difference is between paraphrasing and plagiarizing available online at <http://umanitoba.ca/libraries/units/dafoe/media/plagiarism.pdf> Including:
 - What is plagiarism
 - How to avoid plagiarism
 - Plagiarism and the WWW
 - Information on how to site sources

Organization and Writing Style:

- Organize information in a logical manner.
- Break down the body of the paper into various headings and sub-headings that deal with aspects of the topic.
- Make logical transitions between paragraphs and sections of the paper.
- Support arguments by referring to relevant literature (do not make broad, unsupported generalizations).
- Use a variety of sources (8-10 journal articles and resource people; papers based solely on websites are **not** acceptable).
- Acknowledge all sources by using standard referencing style (see website listed above).
- Check for spelling and grammatical errors before handing in the paper.

Guidelines for Presentation

Length: 10 minutes (plus 5 to 10 minutes for questions)

The following are general guidelines for oral presentations. Because topics vary, no standard format is provided.

Content of Presentation

- Present title of presentation
- Introduce the topic (what is this presentation about?).
- Summarize key elements of issue.
- State appropriate conclusions and/or recommendations, particularly as they relate to health policy and practice.
- Acknowledge resource people you interviewed.

Organization and Delivery of Presentation

- Be prepared. Rehearse the presentation until you feel comfortable.
- Prepare speaking notes, but do not read from them. Highlight rather than read information on slides or overheads.
- Speak slowly and clearly.
- Organize your material so it will be presented in a logical and interesting manner.
- Make effective use of learning aids (put only a few key points on overhead or PowerPoint slides, use large font – at least 32 points and good contrast for ease of viewing).
- Be concise; address key issues only (you only have 10 minutes!). The general guideline is to have one PowerPoint slide for every minute of presentation.
- Cover the material in the time allotted with sufficient time for questions and answers.

Note: Overhead projectors, LCD projectors and laptop computers will be available for students for the debriefing sessions. Students are responsible for the costs related to preparing overhead slides.

Need More Help?

Your supervisor will be available to help you with any questions you may have. Further resources on finding the evidence, how to read a paper,, writing papers, and formatting references, are available to students at the Neil John Maclean Health Sciences Library <http://umanitoba.ca/libraries/units/health/medicine/clerkshiptoolkit.html>

Award for Outstanding Paper in Community Health Sciences

Description

The Department of Community Health Sciences, in the Faculty of Medicine, and Manitoba Health, Government of Manitoba, have established an award to recognize excellence in medical students' scholarly activity in the field of population and public health sciences. The prizes will be awarded to students in the Community Health Sciences Clerkship who produce the best scholarly paper on public health and health policy.

Eligibility

The award will be offered annually for the first, second, and third ranked papers, respectively, to undergraduate students who:

- (1) are enrolled in the Faculty of Medicine at the University of Manitoba and have completed a research paper in the Multiple Specialty Clerkship in Community Health Sciences (or equivalent);
- (2) are in good academic standing, as determined by the Office of the Associate Dean, Faculty of Medicine.

Selection Criteria

The paper will be reviewed according to content, critical review of the research evidence, originality and, organization and style. In keeping with the requirements for the Multiple Specialty Rotation in Community Health Sciences, the focus of the paper should be more on the broad community context, health care system response to, and/or policy implications of the particular issue discussed, rather than on the clinical aspects of specific medical problems. Criteria are:

- The topic is well researched.
- Existing knowledge is critically evaluated in terms of its strengths and limitations.
- Appropriate conclusions are drawn that are based on existing knowledge.
- Public health, health policy and/or practice implications of the issue are discussed.

The paper should not exceed 12 double-spaced pages with a minimum of 25 mm margins and 12-point font. The reference style must follow the guidelines of the International Committee of Medical Journal editors.

Prize

Three prizes, one valued at \$300, one at \$250, and one at \$200, will be offered for the first, second, and third ranked papers. The award recipients may also be asked to present the papers at a Community Health Sciences colloquium.

Review Process

The selection committee will be chaired by the Community Health Sciences Undergraduate Clerkship Director and will include two other additional members, one of whom must be a representative of the Public Health Division of Manitoba Health.

Deadline for submissions

Papers must be received by the department no later than **October 15th** of each year. Papers may be submitted by mail or email to the following address: Department of Community Health Sciences, S113 - 750 Bannatyne Avenue, Attention: Gladys Stewart, Undergraduate Coordinator (Tel): 789-3863 stewartg@cc.umanitoba.ca