AMERICAN UNIVERSITY OF BEIRUT  
FACULTY OF HEALTH SCIENCES  

Master of Public Health (MPH)  
Practicum Syllabus  

Spring Semester 2014  

COURSE INFORMATION  

Credit: 2 semester hours  

Course References:  
- Practicum Manual (circulated separately)  
- Practicum Policy:  

Course number: According to the Student’s MPH Concentration.  
- **Practicum in Health Promotion and Community Health: HPCH 365**  
A Practicum in which students gain field experience in the assessment, development, implementation, and/or evaluation of interventions for health promotion at the individual, interpersonal, organizational, community, or policy levels. Students will integrate knowledge and theory learned in the classroom setting with the realities of public health practice.  
- **Practicum in Epidemiology and Biostatistics: EPHD 365**  
An individual program for students to gain research experience in epidemiology and biostatistics mainly through data collection and analysis of various types of data. Students work under the direction of a faculty advisor and may also work with an outside preceptor if appropriate.  
- **Practicum in Hospital Management: HMPD 365A**  
A course that constitutes an administrative residency program in a health care setting such as a hospital, an insurance facility, a government or non-governmental agency, or any other health care facility. Through hands-on experience, this Practicum prepares students to assume increasing levels of responsibility with competence in these settings.  

Useful reminders:  
1. E-mail correspondence to Practicum students will be sent to their “@aub.edu.lb” address, so be certain that you check that email regularly or have messages forwarded to your preferred address.  
2. Any change of deadlines or other important information relevant to the Practicum will be sent to the students by email.  

COURSE DESCRIPTION  
The Practicum training is an essential component of the MPH Program that provides the students with the opportunity to apply public health principles and theories learned in didactic courses in
a professional practice setting and demonstrate acquired public health competencies in the assigned responsibilities. The Practicum allows the students to synthesize and integrate core public health knowledge and skills and bridge the gap between the classroom and actual practice. It also helps students gain confidence, competence and a sense of personal achievement and satisfaction while preparing them for gaining better insight into their own personal and professional skills.

**PRE-REQUISITES**
- PBHL 355, and completion of all, or all but one, of the concentration courses.
- Approval of relevant Faculty members of the student’s Practicum objectives.

**CO-REQUISITE**
PBHL 398: Culminating Experience

**PRACTICUM COORDINATOR**
Nida Hélou
Van Dyck Building, Room 135
Ext. 4627; Email: nh03@aub.edu.lb
Meetings are by appointment. You are kindly requested to email the Practicum Coordinator to ask for a meeting.

**SITES FOR PRACTICUM**
Sites for the Practicum can include but are not limited to ministries and other governmental organizations, community health centers, hospitals, non-governmental organizations, United Nations agencies, schools and academic field projects.

**STUDENT PERFORMANCE EVALUATION**
- The Practicum Advisor sets regular meetings with the student to discuss progress in the Practicum. In case of doubtful progress, the issue is brought up in a meeting involving all parties.
- The student sets a time table of activities and keeps a daily log to be approved by the Preceptor.
- The student is expected to submit a Practicum Objectives Form two weeks after the start of the semester and a Practicum Completion Report by the end of the Practicum. The outline of the Practicum Completion Report will be shared with the students separately.
- The final evaluation of the student performance in the Practicum will be judged as satisfactory or unsatisfactory based on the judgment of the Practicum Advisor and the Preceptor.

**RESPONSIBILITIES OF THE STUDENT DURING THE PRACTICUM**
- Submit a Practicum Objectives Form to the Practicum Coordinator.
- Spend 30 hours per week (for 10 weeks) on site and keep a log of the time spent.
- Set up a timetable of activities with the preceptor in coordination with the Practicum Advisor.
- Discuss the progress of the Practicum with each of the Preceptor, the Practicum Advisor
and Practicum Coordinator on a regular basis.

- Submit the Practicum Completion Report.
- Ensure that all required Practicum forms are fully completed and submitted to the Practicum Coordinator on time.
- Evaluate the Practicum experience in the site by completing the ‘Student Practicum Evaluation Form’ and submitting it to the Practicum Coordinator with copies to the student’s Practicum Advisor.
- Observe the internal rules and regulations of the Practicum site.
- Maintain ethical behavior.

DATES TO REMEMBER

- Last day of Practicum: **Friday 4th of April 2014.**
- Submission of Practicum Plan on **Monday 10th of February 2014.**
- Submission of Practicum Midterm Assessment on **Monday 3rd of March 2014.**
- Submission of Practicum Completion Report on **Tuesday 8th of April 2014.**
- Submission of Student’s Evaluation of Practicum on **Friday 11th of April 2014.**