

**UF** | UNIVERSITY *of*  
**FLORIDA**

**College of Public Health and  
Health Professions**

*Bachelor of Health Science Program*

*Student Handbook*

*Fall 2007*

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# FALL 2007

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# INTRODUCTION

Welcome to the Bachelor of Health Science (BHS) program in the College of Public Health and Health Professions. The BHS program offers three tracks - health science, pre-occupational therapy (pre-OT), and rehabilitative services. Throughout this manual, the phrase "health science program" refers to all three tracks. This handbook has been developed to assist you in learning about our college, the Bachelor of Health Science program, and resources available to help you have a positive college experience. Several of the policies and procedures you need to know are included in this manual; others are included in the UF *Undergraduate Catalog* and *Student Guide*. Regardless of whether policies and procedures are listed here, you are responsible for your education and behavior, which includes understanding all University and College policies and procedures that affect your academic progress and use of University and College resources.

If you ever have questions regarding the BHS program or any other aspect of University life, please do not hesitate to contact a health science program advisor, faculty member, the dean's office, or the appropriate University office. We are glad you have selected the College of Public Health and Health Professions to complete your undergraduate education, and we will assist you in whatever way we can to help you be successful. We hope that your college experience is enriching, both personally and academically.

## COLLEGE OVERVIEW

The Bachelor of Health Science program is part of the College of Public Health and Health Professions (PHHP), located in the HPNP Complex. We are one of the largest and most diversified health education institutions in the nation. Established in 1958, the College of Health Professions was the first college of its type in the United States dedicated to educating students of many different health professions in an academic health center. In 2003, the College changed its name to Public Health and Health Professions to reflect our expanding mission. Public Health and Health Professions is one of six colleges that comprise the University of Florida Health Science Center. The other colleges are Dentistry, Medicine, Nursing, Pharmacy, and Veterinary Medicine.

With over 1500 students, the College of Public Health and Health Professions is a national leader in the education of health professionals. We emphasize the development of intellectual resources and skills that can help our graduates prosper in today's complex health systems. In addition, the College is committed to the development of cutting edge science and outreach in areas such as aging and disability, rehabilitation of central nervous system impairment, behavioral determinants of good health, disaster response, and health systems functioning.

The College of Public Health and Health Professions is dedicated to preserving, promoting, and improving the health and well-being of populations, communities, and individuals. To fulfill this mission, we foster collaborations among public health and the health professions in education, research, and service. Consistent with our mission, the College has three primary goals:

- Provide excellent educational programs that prepare graduates to address the multifaceted health needs of populations, communities, and individuals
- Conduct quality research and disseminate findings that are responsive to priority health needs
- Serve as active participants and leaders in University, public health, health practice, and health services communities through collaborative approaches to intervention, professional practice, and policy

The College vision is that it will lead in the development and application of innovative models of education, research, and service that promote collaboration between public health and health professions.

The College embraces the following values and strives to impart them to our students:

- Commitment to excellence
- Diversity
- Integrity
- Respect for human dignity
- Social responsibility

**OUR ACADEMIC PROGRAMS:** The College's commitment to excellence in health education is reflected in the variety of bachelor's, master's and doctoral programs available.

<b>BACHELOR 'S LEVEL PROGRAMS</b>	<b>DEGREE OFFERED</b>
Health Science program, Health Science track	Bachelor of Health Science (BHS)
Health Science program, Pre-OT track	Bachelor of Health Science (BHS)
Health Science program, Rehabilitative Services track	Bachelor of Health Science (BHS)
<b>MASTER'S LEVEL PROGRAMS</b>	<b>DEGREE OFFERED</b>
Health Administration	Master of Health Administration (MHA)
Occupational Therapy Entry Level Master's Advanced Master's (distance learning)	Master of Occupational Therapy (MOT) Master of Health Science (MHS)
Public Health – concentrations offered in: biostatistics, environmental health, epidemiology, health management and policy, public health practice, and social and behavioral sciences	Master of Public Health (MPH)
Rehabilitation Counseling	Master of Health Science (MHS)
<b>DOCTORAL LEVEL PROGRAMS</b>	<b>DEGREE OFFERED</b>
Audiology (distance learning)	Doctor of Audiology (AuD)
Clinical and Health Psychology	Doctor of Philosophy (PhD)
Health Services Research	Doctor of Philosophy (PhD)
Physical Therapy	Doctor of Physical Therapy (DPT)
Rehabilitation Science	Doctor of Philosophy (PhD)
<b>CERTIFICATE PROGRAMS</b>	<b>CERTIFICATE OFFERED</b>
Geriatric Care Management	College level certificate
Life Care Planning	College level certificate
Public Health (on campus and distance learning)	College level certificate

Four of the college's academic programs involve multiple departments or colleges as part of their core design. The health science, pre-OT, and rehabilitative services tracks in the BHS program involve faculty from clinical and health psychology, communicative disorders, epidemiology and biostatistics, health services research, management and policy, occupational therapy, physical therapy, and rehabilitation counseling. The other two programs are at the graduate level. They are Rehabilitation Science, which involves faculty from communicative disorders, clinical and health psychology, occupational therapy, physical therapy, and behavioral science and community health; and the Master of Public Health program, which is a collaborative effort among multiple departments and colleges.

**OUR ORGANIZATION:** The College is comprised of the dean's office, seven departments, and eleven centers. The Health Science track is administered by the dean's office, the pre-OT track is administered jointly by the dean's office and the Occupational Therapy Department, and the rehabilitative services track is administered jointly by the dean's office and the Behavioral Science and Community Health Department. A summary of departmental and center contacts is provided on the next page.

**PHHP DEPARTMENTS, PROGRAMS, and CONTACTS**

<b>Department - Brief Description</b>	<b>Administrators</b>	<b>Phone Number</b>
<b>Dean's Office</b> - administrative offices for the college; includes staff managing advising, academics, financial aid concerns, budget, research development, and personnel issues; Oversees health science program and all public health program development, including, including changes to MPH, combined degree program, minor, distance learning components, new collaborations, etc.	Interim Dean: Michael G. Perri, PhD Executive Assoc Dean: Stephanie Hanson, PhD Asst Dean: Joanne Foss, PhD Assoc Dean for Academic Affairs & MPH Program Director: Mary Peoples-Sheps, PhD PH Asst Director: Mischka Garel, MPH PH Asst Dir for Special Projects: Susan White, Med	273-6214 273-6377 273-6817 273-6443 273-6444 273-5367
<b>Clinical and Health Psychology Dept.</b> – offers APA accredited doctoral program with specialty tracks in neuropsychology, health psychology, and pediatric psychology; also offers APA accredited internship and postdoctoral fellowships; participates in the health science program	Chair: Russell Bauer, PhD Grad Coordinator: James Johnson, PhD	273-6141 273-6047
<b>Communicative Disorders Dept.</b> – has both speech-language pathology and audiology faculty; offers distance learning doctoral program in audiology and participates in on-campus AuD program and the RSD program	Chair: John C. Rosenbek, Ph.D. Grad Coordinator: Alice Holmes, PhD	273-6166 273-6543
<b>Epidemiology &amp; Biostatistics Dept.</b> – oversees epidemiology and biostatistics concentrations in public health; offers Public Health Concepts core course in the BHS program	Chair: Elena Andresen, Ph.D. Grad Coordinator: Mike Daniels, Ph.D.	273-5364
<b>Health Services Research, Management and Policy Dept.</b> – offers on campus and executive programs for working professionals; oversees management and policy track in MPH program; offers health services research doctoral program; participates in the health science program	Chair: Paul Duncan Ph.D. Student Services Coordinator: Barbara Ross, MA	273-6072 273-6073
<b>Occupational Therapy Dept.</b> – offers an entry level master's program, and advanced master's programs for individuals who already have an Entry-Level OT degree; participates in the health science program and the RSD program	Chair: William Mann, Ph.D. Grad Coordinator: Craig Velozo, Ph.D. Coordinator of Pre-OT track and Director of OT Professional Programs: Joanne Foss, Ph.D.	273-6817 273-6128 273-6017
<b>Physical Therapy Dept.</b> - offers an entry level doctoral program; participates in the RSD program	Chair: Krista Vandenborne, Ph.D. Assistant Chair and Director of Education: Jane Day, Ph.D.	273-6085 273-6085
<b>Behavioral Science and Community Health Dept.</b> – offers the undergraduate track in rehabilitative services and a graduate program in rehabilitation counseling; participates in the health science program and the RSD program	Chair: Barbara Curbow, Ph.D. Grad Coordinator: Linda Shaw, Ph.D.	273-6745 273-6745
<b>Rehabilitation Science</b> – offers Ph.D. for students from diverse backgrounds; 3 specialty areas available	Program Director: William Mann, Ph.D.	273-6817

## PHHP CENTERS

Center Name – Brief Description	Director	Phone Number
<b>Center for Pediatric Psychology and Family Studies</b> - pediatric psychologists, pediatricians, and students focus on the relationships among health, illness, and behavior in children and families	Stephen Boggs, PhD Dept. of Clinical and Health Psychology	273-6146
<b>Center for Research in Psychophysiology</b> - psychophysiological researchers advance understanding of behavioral-physiological interactions in people	Peter J. Lang, PhD Dept. of Clinical and Health Psychology	392-2439
<b>Center for the Study of Emotion and Attention (CSEA)</b> - one of three NIMH Behavioral Science Research Centers; focuses on how the human brain processes emotional stimuli and its resulting expression	Peter J. Lang, PhD Dept. of Clinical and Health Psychology	392-2439
<b>Center for Telehealth and Healthcare Communications</b> - investigators focus on the effects of telecommunication technologies in health care delivery, including quality of life, health outcomes, cost, and standards of use	William Mann, PhD Dept. of Occupational Therapy	273-6817
<b>Brooks Center for Rehabilitation Studies</b> - focuses on the development and evaluation of rehabilitation methods of service delivery and rehabilitation-related funding policies	Andrea Behrman, Ph.D. ( interim) Dept. of Physical Therapy	273-6085
<b>Center for Pain Research and Behavioral Health</b> - dedicated to the investigation and understanding of the experience of pain in humans	Michael E. Robinson, Ph.D. Dept of Clinical and Health Psychology	273-0490
<b>National Rural Behavioral Health Center</b> - promotes research, education, and service to improve the status of behavioral health care for rural Americans and to increase access and utilization of services	Ronald Rozensky, Ph.D. (Interim) Dept. of Clinical and Health Psychology	273-5125
<b>Florida Center for Medicaid and the Uninsured</b> - dedicated to the improvement of Florida health care through a multidisciplinary collaboration of academic and policy making experts	R. Paul Duncan, Ph.D. Dept. of Health Services Research, Management and Policy	273-5268
<b>National Older Driver Research and Training Center</b> – investigators focus on innovative ways to meet the continuing needs of senior citizens by developing new policies, strategies, methods and tools	William Mann, Ph.D. Dept. of Occupational Therapy	273-6817
<b>Center for Behavioral Health Research in Organ Transplantation and Donation</b> – promoting positive health outcomes for patients and their families and increasing organ and tissue donation by encouraging, supporting, and advising behavioral health researchers	Robert Guenther, Ph.D. Dept. of Clinical and Health Psychology	273-6617
<b>Rehabilitation Engineering Research Center (RERC)</b> – investigators promote independence and quality of life for older people with disabilities through technology, involving devices that can make everyday tasks easier to complete	William Mann, Ph.D. Dept. of Occupational Therapy	273-6817

Faculty in the college also co-direct the following centers:

- ◆ **Craniofacial Center** (co-directed by Stephen Boggs, Ph.D.)

- ◆ **Center for Neuropsychological Studies** (co-directed by Eileen Fennell, Ph.D.)

## **OVERVIEW OF THE HEALTH SCIENCE PROGRAM**

The Bachelor of Health Science program is designed for students whose career goals are to work in health systems or organizations providing health related or general human services to individuals and communities with health concerns. The BHS program is a two-year, 60-credit curriculum consisting of the junior and senior years of undergraduate work. The program offers three tracks: health science, pre-OT, and rehabilitative services. The curriculum for the health science track provides the opportunity for you to learn foundation skills necessary to succeed in the dynamic health environment. The pre-OT track is a subspecialty within the health science track and includes all core health science courses plus prerequisite coursework for the College of Public Health and Health Professions graduate program in OT. The curriculum for the rehabilitative services track provides the opportunity to focus specifically on the rehabilitation needs of individuals with disabilities or others seeking human services to facilitate successful community integration. The specific core courses for each track are listed under the track sections below.

- ◆ **Degree Awarded for all Tracks:** Bachelor of Health Science (BHS)
- ◆ **Total # Hours Required for Graduation:** 120 (from freshman through senior year)
- ◆ **Total # Hours Required in the Junior-Senior Year:** 60 semester credits of 3000-level coursework or higher. 2000-level courses taken in the junior-senior years do not count toward the 60 semester credits of required junior-senior level coursework.

### **HEALTH SCIENCE TRACK**

- ◆ **MISSION:** To provide an academic foundation in health science for students planning on entering a health profession and/or working in a health setting.
- ◆ **EDUCATIONAL GOALS: Students should be able to demonstrate:**
  1. Understanding of key components of the U.S. health care system and the latest developments in health policy.
  2. Understanding of different health care disciplines and their contributions to health management.
  3. Understanding of common diseases and disabilities and factors affecting their management.
  4. Basic skills in critical thinking to facilitate appropriate analysis of health science information.
  5. Understanding of core bioethical principles underpinning contemporary health care practice and basic skills in ethical decision-making.
  6. Understanding of core public health concepts and contemporary issues facing the field
  7. Appropriate communication skills and professional behavior.
  8. Sensitivity to basic issues of diversity in health care.
- ◆ **COURSEWORK:** In the health science track, you will complete a combination of core courses (35 hours, 32 of which are in the college) and electives (25 hours, including 9 in the college) in order to complete 60 hours of junior-senior level (3000-level or higher) coursework. The core courses and electives are listed in the next two tables. You are required to complete all four semesters in which core coursework occurs (Fall Junior through Spring Senior).

**REQUIRED COURSES FOR HEALTH SCIENCE TRACK \***

<b>Course Number</b>	<b>Course Title</b>	<b># Of Credits</b>	<b>Course Description</b>
HSC 3502	Survey of Diseases and Disability	03	First course in two–course sequence overviewing medical and psychosocial aspects of chronic diseases and disabilities
HSA 3111	U.S. Health Care System	03	Overview of organization, delivery, and financing of health services in the U.S. Topics include health professionals, health care facilities, financing of health services, managed care, and current health policy issues
PHC 4101	Public Health Concepts	03	Introduction to the five core areas of public health and contemporary issues and challenges
HSC 4558	Disability Management	03	Second course in two–course sequence overviewing medical and psychosocial aspects of chronic diseases and disabilities
OTH 3416	Pathophysiology	03	Basic overview of normal and abnormal physiological changes throughout adulthood
HSC 3661	Therapeutic Communication Skills	02	Understanding basic principles of therapeutic communication with patients, families, and the health care team
RCS 4415L	Therapeutic Communication Skills Lab	01	Hands-on practice of therapeutic communication skills based on simulated patient health care scenarios
HSC 4608L	Critical Thinking in Health Care	04	Development of critical thinking skills and problem solving in the health care environment
HSC 4184	Leadership Skills and Styles	03	Introduction to leadership philosophy, assessment of personal leadership style, development of team work skills with others with different leadership styles
HSC 3057	Research Methods and Issues in Health Care	04	Emphasis on four aspects of research: understanding research principles, evaluating journal articles, applying research findings to clinical settings, and designing programmatic evaluation projects
HSC 4653L	Ethical and Legal Issues in the Health Professions	03	Overview of basic bioethical and legal issues in the health professions, including discussion of contemporary ethical issues based on actual/composite patient cases
STA 3024	Introduction to Statistics 2	03	Introduction to analysis of variance and nonparametric methods

**\*Please note:** There are additional course requirements to graduate Magna Cum Laude or Summa Cum Laude; please see Graduation Requirements section.

◆ **ELECTIVES:** You will take a minimum of 25 hours of electives. Of the 25 hours, 9 hours must be **approved** college electives. You can satisfy your college electives’ requirement in one of two ways –

you can complete the minor in public health (please see p.13 for details) or you can complete 9 hours from the college list below. If you select the latter option, you must complete a minimum of three courses from the list. If your combination of credits is fewer than 9 based on the 3 courses you select and you do not want to take a fourth course from the list, you may take the College Independent Study Course (HSC 4905) or Clinical Observation/Health Care Volunteer Work Course (HSC 3801) to equal a total of 9 credits. The remaining 16 hours are general electives and require no College approval as long as they are at least 3000 level.

### APPROVED ELECTIVES FOR HEALTH SCIENCE TRACK

Students must select a minimum of 9 credits from the electives list below			
Course Number	Course Name	Credits	Semester Offered
OTH 3200	Applied Human Development I	03	Fall
OTH 3201	Applied Human Development II	02	Fall or Spring
OTH 3413	Applied Kinesiology – senior pre-OT track students only; must be taken with OTH 4412 & 4412L	03	Spring
OTH 4412*	Musculoskeletal Anatomy* - seniors only	03	Spring
OTH 4412L*	Musculoskeletal Anatomy Lab*	02	Spring
OTH 4314	Psychiatric Disorders	03	Spring
OTH 4418*	The Nervous System/Disorders* – seniors only	03	Fall
OTH 4418L*	The Nervous System/Disorders Lab*	02	Fall
RCS 4061	Psychosocial Aspects of Rehab	03	Fall
RCS 4451	Rehabilitation Aspects of Substance Abuse - seniors only	03	Spring
RCS 3030	Introduction to Rehabilitation and Human Services	03	Fall
RCS 4240	Vocational Services in Health, Rehabilitation and Human Services	03	Spring
PHC 6050**	Statistical Methods for Health Sciences I**	03	Fall
PHC 6001**	Principles of Epidemiology**	03	Fall
PHC 6313**	Environmental Health Concepts in Public Health**	03	Spring
PHC 6102**	Introduction to Public Health Administrative Systems**	03	Fall
PHC 6406**	Psychological, Behavioral, and Social Issues in Public Health**	03	Fall
CLP 4302	Introduction to Clinical Psychology	03	Fall
CLP 4134	Introduction to Clinical Child/Pediatric Psychology	03	Fall
CLP 4420	Introduction to Neuropsychology	03	Spring
CLP 4314	Introduction to Health Psychology	03	Spring

\*Lab & Lecture courses must be taken together (OTH 4412 & 4412L) (OTH 4418 & 4418L)

\*\*Must be accepted into public health minor or combined degree program to be eligible.

◆ **COURSE SEQUENCE:** The program of study for the health science track is listed below. As you will note, **you must take core courses in specific terms.** Core courses are offered only once per year so

please be sure you register for the courses during the term offered. If you fail to take a core course when it is offered, you will delay your graduation by at least one year because the sequence of core courses is “**lock step**”. This means you must have completed all previous core courses to register for core courses offered during subsequent terms. College electives also are offered only once per year but you can take them as either a junior or a senior unless otherwise indicated. You may take general electives in any sequence that fits your schedule. However, do not wait to complete prerequisites for your career path. The core health science courses are required in sequence as part of your program and will take priority. Effective planning on your part will help prevent conflicts and delays toward your ultimate career goal. Your overall plan of study must be approved by the program director so be sure you discuss all needed prerequisites as well as college electives. (Please see Approved Plan of Study on p.14 in this document).

**HEALTH SCIENCE COURSE SEQUENCE\*\***

<b>Fall Junior Yr.</b>	<b>Spring Junior Yr.</b>	<b>Fall Senior Yr.</b>	<b>Spring Senior Yr.</b>
Survey of Diseases/ Disability (3 credits)	Disability Management (3)	Critical Thinking in Health Care (4)	Ethical and Legal Issues in the Health Professions (3)
U.S. Health Care System (3)	Pathophysiology (3)	Leadership Skills and Styles (3)	Research Methods and Issues in Health Care (4)
Public Health Concepts (3)	Therapeutic Communication Skills (2)	Electives	Electives
Introduction to Statistics 2* (3)	Therapeutic Communication Skills Lab (1)	Electives	Electives
Electives	Electives	Electives	Electives

\*Must be completed by the end of the junior year but can be taken in spring instead of fall

\*\*There are additional requirements to graduate Magna or Summa Cum Laude; please see Graduation Requirements section.

**PRE-OCCUPATIONAL THERAPY TRACK**

**All general health science policies apply to the pre-OT track with the exception of the specific course requirements. Please ensure you review this entire manual, not just the pre-OT section.**

◆ **MISSION:** The pre-occupational therapy track within the Bachelor of Health Science Program includes both core health science courses, which are designed to provide foundation skills to work in the health care environment, and core pre-OT courses, which are designed to provide the background students need to meet preprofessional coursework eligibility requirements for the entry-level Master’s (MOT) program at UF. While successful completion of this track does not guarantee graduate admission, it will satisfy all 3000-4000 level OT prerequisites required by the College of Public Health and Health Professions’ MOT program as long as you have earned a C or better in all prerequisite courses.

◆ **EDUCATIONAL GOALS:** In addition to the general health science goals stated previously under the Health Science track, the pre-OT track is designed to prepare students to:

1. Develop the foundational skills, knowledge, and attitudes needed to successfully work in a health care environment in which occupational therapists practice.
2. Acquire knowledge in biological, psychological, and social systems that impact people’s performance in occupational roles.

3. Acquire fundamental skills, knowledge, and attitudes necessary to be competitive for graduate level study in the Entry-Level Master's Program in OT.

◆ **COURSEWORK:** In the pre-OT Health Science track, you will take a combination of Health Science core courses (35 credits), pre-OT courses (18 credits), and general electives (7 credits) in order to complete the 60 hours of junior-senior level courses required for graduation. The core health science courses are described on p.6, and the pre-OT courses are described below.

**REQUIRED PREPROFESSIONAL COURSES FOR PRE-OT STUDENTS\***

<b>Course Number</b>	<b>Course Title</b>	<b>Credits</b>	<b>Course Description</b>
OTH 3200	Applied Human Development I	03	Overview of normal human development from conception through childhood and the implications for health and rehabilitation intervention
OTH 3201	Applied Human Development II	02	Overview of normal human development from adolescence through adulthood and implications for health and rehabilitation intervention
OTH 3413	Applied Kinesiology	03	Detailed study of human movement including anatomical, physiological, and neurological aspects
OTH 3416	Pathophysiology	03	Basic overview of normal and abnormal physiological changes throughout adulthood
OTH 4412	Musculoskeletal Anatomy	03	Comprehensive foundation in the human musculoskeletal system
OTH 4412L	Musculoskeletal Anatomy Lab	02	Lab for OTH 4412. Lab activities involve the study, under supervision, of cadaver musculoskeletal anatomy
OTH 4418	Nervous System and Disorders	03	Comprehensive foundation in neuroanatomy, neurophysiology, and neuropathology
OTH 4418L	Nervous System and Disorders Lab	02	Lab for OTH 4418. Lab activities involve the study, under supervision, of cadaver nervous system anatomy.

\***Please note:** Only preprofessional OT courses are listed; you also are required to complete all core health sciences courses.

◆ **ELECTIVES:** You will need a minimum of seven hours of general electives to round out your pre-OT program. You may take college electives not yet completed or UF 3000 level or higher courses to meet your general electives requirement. You do not need college approval for elective courses. Please keep in mind, however, that some electives require permission to enroll.

◆ **COURSE SEQUENCE:** The program of study for pre-OT students is listed on the next page. **All courses except statistics and electives must be taken in the term indicated because core courses are offered only once per year; in addition, many serve as prerequisites for courses that follow in the sequence.** Your electives may be taken in any term they are offered, including the summer. You must achieve a C or better in each OT prerequisite course and have a 3.0 overall GPA in your pre-OT coursework in your junior year to continue in the pre-OT track in the senior year. (This includes Pathophysiology [OTH 3416] as a MOT prerequisite.). If you maintain between a 2.0 and 3.0 GPA, you may be changed to the health science track for your senior year.

**PRE-OT HEALTH SCIENCE COURSE SEQUENCE\*\***

<b>Fall Junior Yr.</b>	<b>Spring Junior Yr.</b>	<b>Fall Senior Yr.</b>	<b>Spring Senior Yr.</b>
Survey of Diseases/ Disability (3credits)	Disability Management (3)	Critical Thinking in Health Care (4)	Ethical and Legal Issues in the Health Professions (3)
U.S. Health Care System (3)	Therapeutic Communication Skills (2)	The Nervous System and Disorders (3)	Musculoskeletal Anatomy (3)
Public Health Concepts (3)	Therapeutic Communication Skills Lab (1)	The Nervous System and Disorders Lab (2)	Musculoskeletal Anatomy Lab (2)
Applied Human Development I (3)	Applied Human Development II (2)	Leadership Skills and Styles (3)	Applied Kinesiology (3)
Introduction to Statistics 2* (3)	Pathophysiology (3)	Electives	Research Methods and Issues in Health Care (4)
	Electives		

\*Must be completed by end of the junior year but can be taken in spring or summer instead of fall if preferred

\*\*There are additional course requirements to graduate Magna or Summa Cum Laude; please see Graduation Requirements section

**REHABILITATIVE SERVICES TRACK**

◆ **MISSION:** To prepare graduates to work in a variety of rehabilitation related occupations where they will advance the independence, integration, and full participation of individuals with disabilities and/or service needs in the work force and community.

◆ **EDUCATIONAL GOALS:** The Rehabilitative Services track within the bachelor of health science program is designed to prepare students to:

1. Develop skills, knowledge, and values that will enable graduates to provide quality rehabilitation services.
2. Empower consumers, such as persons with disabilities, in the development of their personal and vocational resources.
3. Participate as an integral member of multidisciplinary networks providing services to consumers.
4. Develop a commitment to lifelong learning and professional growth.
5. Receive a sound preparation for graduate education in rehabilitation fields.

◆ **COURSEWORK:** In the Rehabilitative Services program, you will take a combination of core courses (36 hours, 33 of which are in the college), approved electives (9 hours), and general electives (15 hours) in order to complete 60 hours of junior-senior 3000 (or higher) level coursework. The core courses are listed in the following table. The approved electives are intended to help you prepare for your specific career goals and ensure well-rounded training.

### REQUIRED COURSES FOR REHABILITATIVE SERVICES TRACK \*

Course Number	Course Title	# Of Credits	Course Description
HSA 3111	U.S. Health Care System	03	Overview of organization, delivery, and financing of health services in the U.S. Topics include health professionals, health care facilities, financing of health services, managed care, and current health policy issues
HSC 3502	Survey of Diseases and Disability	03	First course in two–course sequence overviewing medical and psychosocial aspects of chronic diseases and disabilities
PHC 4101	Public Health Concepts	03	Introduction to the five core areas of public health and contemporary issues and challenges
RCS 3030	Introduction to Rehabilitation and Human Services	03	An examination of legislative history and social policies as they relate to rehabilitation and human services and their impact on persons with disabilities; exploration of various careers in rehabilitation and human services
RCS 4061	Psychosocial Aspects of Rehabilitation	03	Introduction to the psychological, social, and vocational barriers to adjustment and techniques used by individuals and society to overcome these hindrances to rehabilitation
HSC 3661	Therapeutic Communication Skills	02	Understanding basic principles of therapeutic communication with patients, families and the health care team
RCS 4415L	Therapeutic Communication Skills Lab	01	Hands-on practice of therapeutic communication skills based on simulated patient health care scenarios
RCS 4240	Vocational Services in Health, Rehabilitation, and Human Services	03	Assessment for vocational potential and analysis of occupational settings directed toward training and work entry in health, rehabilitation, and human services
HSC 4558	Disability Management	03	Second course in two–course sequence overviewing medical and psychosocial aspects of chronic diseases and disabilities
HSC 3531	Health and Medical Terminology	03	Develop a working knowledge of terminology related to the human body in health and disease through descriptive definitions, practical applications, understanding word roots, combinations and medical abbreviations.
RCS 4800	Rehabilitation and Human Services Practicum I	03	Development of the role of a rehabilitation and human services provider in an agency setting
RCS 4930	Special Topics in Rehabilitation Services	03	Case Management techniques in the rehabilitation process
RCS 4451	Rehabilitation Aspects of Substance Abuse	03	Rehabilitation counseling implications of alcohol and drug use in society and the workplace. Emphasis on detection, treatment, and follow-up services for individuals in the rehabilitation process

\*There are additional course requirements to graduate Magna or Summa Cum Laude; please see Graduation Requirements section.

◆ **ELECTIVES:** You will take a minimum of 24 hours of electives. Of the 24 hours, 9 hours must be approved college electives. You can satisfy your college electives requirement in one of two ways – you can complete the minor in public health (please see p.14 for details) or you can complete 9 hours from

the approved college list below. If you select the latter option, you must complete a minimum of three courses from the list. If your combination of credits is fewer than 9 based on the 3 courses you select and you do not want to take a fourth course from the list, you may take the College Independent Study Course (HSC 4905) or Clinical Observation/Health Care Volunteer Work Course (HSC 3801) to equal a total of 9 credits. The remaining 15 hours are general electives and require no College approval as long as they are at least 3000-level.

**APPROVED ELECTIVES FOR REHABILITATIVE SERVICES TRACK**

**Students must select a minimum of 9 credits from the electives list below**

<b>Course Number</b>	<b>Course Name</b>	<b>Credit</b>	<b>Semester Offered</b>
OTH 3200	Applied Human Development I	3	Fall
OTH 3201	Applied Human Development II	2	Fall or Spring
OTH 4314	Psychiatric Disorders	3	Spring
OTH 3416	Pathophysiology	3	Spring
RCS 4804	Advanced Rehabilitative Services Practicum II	3	Summer, Fall, Spring
PHC 6050*	Statistical Methods for Health Sciences I	3	Fall
PHC 6001*	Principles of Epidemiology	3	Fall
PHC 6313*	Environmental Health Concepts in Public Health	3	Spring
PHC 6102*	Introduction to Public Health Administrative Systems	3	Spring
PHC 6406*	Psychological, Behavioral, and Social Issues in Public Health	3	Fall
CLP 4302	Introduction to Clinical Psychology	3	Fall
CLP 4134	Introduction to Clinical Child/Pediatric Psychology	3	Fall
CLP 4420	Introduction to Neuropsychology	3	Spring
CLP 4314	Introduction to Health Psychology	3	Spring
OTH 4412**	Musculoskeletal Anatomy** - seniors only	3	Spring
OTH 4412L**	Musculoskeletal Anatomy Lab**	2	Spring
OTH 4418**	The Nervous System/Disorders** – seniors only	3	Fall
OTH 4418L**	The Nervous System/Disorders Lab**	2	Fall

\*Only open to seniors in the public health minor

\*\*Lecture and lab must be taken together; open to seniors only

**◆ COURSE SEQUENCE:** The program of study for the rehabilitative services emphasis is listed below. Core courses must be taken in the semester and year indicated except as noted below. However, neither approved nor general electives are lock step. Therefore, you may take approved and general electives in either the junior or senior year unless otherwise indicated in the electives list. However, your overall plan of study must be approved by the program director, and you must meet with the program director to make changes to your agreed upon schedule for core courses and approved electives. (See Approved Plan of Study section later in this document p.14.)

### REHABILITATIVE SERVICES SUGGESTED COURSE SEQUENCE\*\*\*

Fall Junior Yr.	Spring Junior Yr.	Fall Senior Yr.	Spring Senior Yr.
Introduction to Rehabilitation and Human Services (3 credits)	Vocational Services in Health, Rehabilitation, and Human Services (3)	Rehabilitation and Human Services Practicum I* (3)	Rehabilitation Aspects of Substance Abuse (3)
Psychosocial Aspects of Rehabilitation (3)	Therapeutic Communication Skills Lecture (2)	Special Topics in Rehabilitative Services: Case Management (3)	Electives
Survey of Diseases and Disability (3)	Therapeutic Communication Skills Lab (1)	Electives	Electives
U.S. Health Care System (3)	Disability Management (3)	Electives	Electives
Public Health Concepts (3)	Health and Medical Terminology** (3)	Electives	Electives
	Electives		

\*Can be taken in Summer between junior and senior years

\*\*Offered every semester

\*\*\*There are additional course requirements to graduate Magna or Summa Cum Laude; please see Graduation Requirements section

### OTHER COURSE INFORMATION FOR ALL MAJORS

◆ **PUBLIC HEALTH:** Public health focuses on health prevention and promotion and disease amelioration at the community, national, and international levels. There are two opportunities for students to become involved in the public health program while still an undergraduate.

➤ **Minor In Public Health:** The public health minor offers you the opportunity to receive graduate level training while still an undergraduate and to acquire public health knowledge you may not otherwise obtain in your professional health care training. If you choose the minor in public health, you will take 15 credits of public health coursework. You have two options for completing the public health minor:

**Option One:** The Council on Education for Public Health has delineated five core areas of knowledge considered critical for all public health students. These areas are: Biostatistics, Epidemiology, Environmental Health Sciences, Health Services Administration, and Social and Behavioral Sciences. Most students fulfill the 15-credit public health minor by completing the five public health core courses (shown below).

**PHC 6050 Statistical Methods for Health Sciences I (3 credits)** - This course is designed for students to acquire fundamental knowledge in experimental design, the collection, statistical analysis, and interpretation of data, and statistical concepts applicable in evaluating public health concerns.

**PHC 6001 Principles of Epidemiology in Public Health (3 credits)** - This course is designed for students to acquire fundamental knowledge in the pattern of disease distribution, determinants, and characteristics in specific populations.

**PHC 6313 Environmental Health Concepts in Public Health (3 credits)** - This course is designed for students to acquire fundamental knowledge in environmental factors, such as biological, physical, and chemical agents, that affect the health of the local, national, and international community.

**PHC 6102 Introduction to Public Health Administrative Systems (3 credits)** - This course is designed for students to acquire fundamental knowledge in organizational systems and policy analysis impacting the health of the local, national, and international community.

**PHC 6406 Psychological, Behavioral, and Social Issues in Public Health (3 credits)** – This course is designed for students to acquire fundamental knowledge in identifying psychological, behavioral, and social factors impacting the health of the community and to learn basic strategies for addressing public health problems through the implementation of psychological, behavioral, and social solutions.

***Option Two:*** You can count the 3-credit required core course, Public Health Concepts (PHC 4101), which is a survey course that introduces you to the different areas of and contemporary issues in public health. In your senior year, you then complete four of the five core graduate level public health courses listed under Option One.

Successful completion of the public health minor satisfies the 9-credit college elective requirement; the remaining 6 hours count toward general elective credit. For more information, please see the MPH website [www.mph.ufl.edu](http://www.mph.ufl.edu).

- **Combined Degree Program:** The college offers a combined degree program between the BHS and the MPH program. Qualified students take the 15 credits of graduate level public health coursework noted above in the senior year. If you achieve a B or better in each course, these 15 credits will count toward both the BHS and MPH degrees, saving a semester of time and money in the graduate program. You must have senior level standing to take the public health courses. UF combined degree programs require a 3.2 GPA and 1100 GRE. (Students typically take the GRE in spring or summer before their senior year). For more information, please refer to the MPH website [www.mph.ufl.edu](http://www.mph.ufl.edu) or contact Dr. Hanson at [shanson@phhp.ufl.edu](mailto:shanson@phhp.ufl.edu).

◆ **OTHER COLLEGE MINORS:** In addition to public health, the college offers two other minors for BHS students in specific tracks: the **disability science** minor and the **rehabilitative services** minor. The disability science minor is designed to provide students with a basic scientific foundation to understand the impact of disability on physical, psychological, and social health. The rehabilitative services minor is designed to provide students with an introduction to rehabilitation, potential barriers to adjustment, and services available to individuals with rehabilitation or other human service needs. The disability science minor is open only to students in the rehabilitative services track, and the rehabilitative services minor is open only to general health science and pre-OT students. (Students outside the college can take either minor.) Additional information on these minors is on the web site.

◆ **APPROVED PLAN OF STUDY:** You must meet with the program director or his or her designee by the middle of the second term to discuss your overall career goals and select remaining elective coursework that will help round out your health science program. Pre-OT Health Science students will meet with Dr. Foss for the development of their plan of study; Rehabilitative Services students and Health Science students will meet with Dr. Foss, Dr. Young or Dr. Hanson for the development of their plan of study. You and the appropriate faculty advisor will complete the "Plan of Study" form indicating agreement with your courseload, elective coursework, and timeline to graduate. (Please see Appendix for a copy of this form.) This form must be completed by the end of the 8<sup>th</sup> week of classes in spring term of the junior year. However, **we strongly encourage you to complete the plan in fall term of the junior**

**year.** If you later decide to make changes to your Plan of Study that involve core courses or required electives, you must meet again with your faculty advisor. Please be sure you receive a copy of your Plan of Study when it is originally completed and when any changes are made. If you want to change general electives, you simply need to e-mail your faculty advisor informing him or her of the changes. Please remember that you are required to graduate upon completion of all bachelor of health science program requirements and that your graduation term is determined by your plan of study.

- Program extensions require the written permission of the program director and are granted only under very limited circumstances.
- Electives listed on the plan of study are not guaranteed because courses can fill quickly. Do not wait until your final term to finish most of your electives. The electives you want to take may not be available.

◆ **COURSE REGISTRATION:** The University will assign you a registration appointment time. You can register for some college HSC courses, statistics, and general UF electives on line during or after the time assigned during the regular registration period. You may register on-line in ISIS-Intergrated Student Information System. Go to the website [www.isis.ufl.edu](http://www.isis.ufl.edu) and click on the Registration button. (If you have questions about your PIN number, click on the PIN information topic in the upper right hand corner of the screen.) You must have your PIN number to register.

In general, you will register yourself for your courses. Exceptions to this will be posted on the BHS website or distributed via gatorlink e-mail prior to advanced registration. You may not sign up anyone except yourself for college controlled courses. If you do so, you will lose your space in the class. Registration will be on a space-available basis. It is your responsibility to ensure that you are appropriately registered for all coursework. Please remember to:

1. Plan ahead - Check your academic record to be sure that there are no holds that would prevent you from registering
2. Make sure you have College sign off on your approved electives before you register
3. Make sure that the courses you want to take in other colleges are open to you before you register (some departments have closed sections that require permission)
4. Register on time; otherwise you will be charged a late fee
5. Follow the registration directions online in the ISIS registration system
6. Double check to be sure you are registered in the correct section for any course that offers more than one section. Carefully check the lab times for Therapeutic Communication Skills as these do not follow regular course periods.
7. Make sure you receive confirmation of your registration information
8. Contact a college or program advisor if you have any trouble with your registration (see Program Staff relevant to your track, p.26)

◆ **TRANSFER OF CREDIT:** All core coursework must be taken in the College; transfer credit is not accepted except in unanticipated extenuating circumstances and then only with the explicit permission of the program director. Up to 12 credits of general electives (3000 level or higher) as appropriate, may be transferred from another institution.

◆ **GRADING SCALE:** All tracks in the Bachelor of Health Science program use the following grading scale:

90-100	A
85-89.9	B+
80-84.9	B
75-79.9	C+
70-74.9	C
65-69.9	D+
60-64.9	D
Below 60	E

◆ **EXTRA CREDIT:** Some instructors will incorporate assignments for extra credit to assist students in raising their point total. However, these assignments are offered only during the course (not after) and are made available to everyone in the class so that there is equal opportunity for grade enhancement. Extra credit can enhance the total point value for each course by a maximum of one-half a letter grade (e.g. 5 points out of 100).

◆ **EVALUATION of FACULTY and CURRICULUM:** Student evaluations of courses and faculty performance provide essential information to identify success as well as areas for improvement. Courses and curricula are evaluated in several ways:

- Required semester Course and Instructor Evaluations - Students' ratings and written comments on Course and Instructor Evaluations give feedback to individual faculty members about the courses they teach. These ratings also become part of the faculty member's personnel file and are used by administrators to evaluate faculty for promotion, tenure, and teaching awards. You are encouraged to use your ratings and comments to give constructive feedback to faculty while considering the long-range implications of these ratings and comments.
- Required student evaluations of the curriculum prior to graduation - Ratings of the overall program, curriculum, and faculty just prior to graduation provide us with information from your perspective as a student who has completed the entire program. We use your feedback to enhance the curricula for future students.
- Informal feedback – Students give faculty informal information as they interact with faculty in and out of class and through their performance on tests and other assignments.

## **GRADUATION REQUIREMENTS**

### **GENERAL REQUIREMENTS:**

The semester in which you will graduate is based on your approved plan of study, which reflects the timeline you have to complete all BHS program requirements. In order to graduate with your Bachelor of Health Science degree, you must meet the following requirements:

- ◆ You must successfully complete 120 semester credit hours.
- ◆ Of the 120 required hours, you must successfully complete 60 hours at the 3000 level or above in your junior and senior years in the approved health science or rehabilitative services curriculum.

- ◆ You must successfully complete all coursework with an overall GPA of 2.0, and no grades lower than a C in core college coursework.
- ◆ You must clear all incomplete grades.
- ◆ If you are on probation your graduating term, you must successfully meet the terms of your College probation contract at least two days prior to graduation.
- ◆ You must complete a Bachelor of Health Science program evaluation form (Degree Candidate Exit Survey) by the last day of classes in your graduating term. This form is located on the BHS website. This form should be turned in to the Dean's Office, HPNP 4101.
- ◆ You must meet all University requirements for graduation.
- ◆ You must submit a graduation application to the Registrar's Office, 222 Criser Hall, between 8am and 5pm at the beginning of the term in which you are expected to graduate.

### **GRADUATING WITH HONORS:**

The college has three levels of honors: cum laude, magna cum laude, and summa cum laude. The qualifications for each are listed below. The honors designation (at any level) upon graduation will be reserved for students without honors code violations. This policy applies to honor code violations that occur at any time at the University of Florida, from freshman through senior year. If you are interested in graduating with honors and have questions about the process, please talk with Dr. Hanson or Dr. Foss.

#### **Cum Laude:**

- GPA of at least 3.50 in junior-senior year after admission to the college
- Approval of dean's office based on review of overall academic record

#### **Magna Cum Laude and Summa Cum Laude:**

- GPA of 3.75 for *magna cum laude* and 3.85 for *summa cum laude* in junior-senior year after admission to the college
- Completion of the Honors Seminar (HSC 4969) during Spring term of the Junior year
- Completion of a minimum of 6 credits of the Honors Thesis course (HSC 4970). Students must register for credit each semester in which thesis work occurs. (Students typically register for 3 credits per term beginning in the summer following the junior year. Summer honors thesis registration is a requirement.)
- Project of high quality by College deadline of graduation term
- Approval of dean's office based on review of overall academic record and project

## **PROGRAM POLICIES and RESPONSIBILITY FOR BEHAVIOR**

Although we are committed to providing you a quality education, you are ultimately responsible for your academic performance and behavior during your BHS program. As a bachelor of health science student, you are pursuing a career path for which there are high standards and expectations for professional conduct and behavior. Consistent with these standards, we expect you to conduct yourself professionally at all times in the BHS program. We expect you to follow all policies and to make responsible decisions supporting adequate and appropriate progression towards graduation. Some of the specific policies reflecting this professionalism are listed below.

**GATORLINK ACCOUNT:** Students must have an active GATORLINK e-mail account, which is used for college and course-specific correspondence. You are responsible for the content of all college correspondence sent via e-mail. We will not send e-mail to any other account. Do not forward your mail from an outside account (e.g. AOL, Netscape, etc.) to Gatorlink. Set up your e-mail system so that our correspondence goes directly to the Gatorlink account. In addition to Gatorlink, all rehabilitative services track students have mailboxes in the Department of Rehabilitation Counseling.

**COMPLIANCE WITH HIPAA (Health Insurance Portability and Accountability Act of 1996):**

All students in the College of Public Health and Health Professions with junior standing are required to complete HIPAA on-line training and to sign a HIPAA Confidentiality Agreement by the mandatory orientation of the student's term of admission. A copy of your Certificate of Completion and signed Confidentiality Agreement must be turned in the day of orientation to Robin Shenk in the Dean's Office (4101 HPNP). The HIPAA training website is located at <http://privacy.health.ufl.edu>. In addition, **students must complete HIPAA every year they are in the program.** If you are a senior in the health science, pre-OT, or rehabilitative services track, a copy of your Certificate of Completion and signed Confidentiality Agreement must be turned in by the fifth day of class in the first fall term of the senior year to Robin Shenk in the Dean's Office (4101 HPNP). Please keep a copy of your HIPAA compliance documents. Students in noncompliance will have their records flagged immediately. The College will drop all classes of students remaining in noncompliance by the end of the second week of classes. **Please note:** Even if you have completed HIPAA at another institution including Shands Hospital, you must repeat the on-line training and sign another confidentiality agreement.

**POLICY STATEMENT ON TOLERANCE AND DIVERSITY:** The health science program is based on the belief in human dignity and on respect for the individual. Our faculty members support openness to and tolerance of differences in ethnicity, culture, sexual orientation, gender, and disability status, as well as respect for differing personal, spiritual, religious, and political values. When we share our personal beliefs inside or outside of the classroom, it is always with the understanding that we value and respect diversity of background, experience, and opinion. We further believe that embracing and celebrating such diversity enriches the quality of the educational experiences we provide our students and enhances our own personal and professional relationships.

**ACADEMIC HONESTY/RECOGNIZING OTHERS' WORK:** BHS students are bound by the academic honesty guidelines of the University and the student conduct code summarized in the *Undergraduate Catalog* and the *Student Guide*, which is located on line at the Dean of Students' Affairs web site [www.dso.ufl.edu](http://www.dso.ufl.edu). The Honor Code states: "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity." The following will be placed on exams, course assignments and work submitted for grade/credit: "On my honor, I have neither given nor received unauthorized help in completing this assignment."

Violations of the code include taking of information, tendering of information, plagiarism, conspiracy, misrepresentation and bribery. Ignorance of these guidelines is not a defense for violators. Because of the amount of writing expected of students, it is imperative that you properly reference material you submit for class. All work cited from other sources (journals, books, lectures, videotapes, web-sites, etc.) must be referenced. Phrases or sentences taken word-for-word from another source must be placed in quotation marks, and the page number must immediately follow the statement. Paraphrased work must include the reference. Permission from the publisher must be obtained when direct quotes exceed a few paragraphs. If you have any question about whether a work should be cited, then it probably should be. If you have questions, ask. We will not be sympathetic to omission of citations after you have turned in a written work.

**ATTENDANCE:** Classroom attendance is **expected** because you are a pre-professional student. You are personally responsible for material covered and announcements/changes to course curricula and

assignments announced in class regardless of attendance. If you are sick or have a **health care emergency**, you must notify the instructor in advance of the assignment due date or exam and provide a medical excuse for the date and time period for the absence from the originally scheduled exam for a make up. Scheduled health care appointments and/or elective health care procedures are not considered emergencies. If you believe that a health care appointment/procedure is warranted that is not an emergency, you must discuss this with the instructor of your class before missing an exam or other deadline work. If you are unable to attend class because of another type of serious emergency, you must notify your instructor in advance of missing the due date to be eligible to make up in-class assignments or examinations.

**PUNCTUALITY:** You are expected to be on time for class, tests, meetings and for all other assigned responsibilities. This reflects respect for the other students and the instructor and responsible behavior on your part. You will not be given additional time if you are late for an assignment/test. If you miss a quiz because of lateness to class, you will not be allowed to make it up. Attendance will be taken right at the start time for classes in which instructors incorporate attendance points in grading. You will not receive attendance credit if you are late for class.

**EXAMINATIONS:** Examinations are conducted in accordance with the honor system explained in the *Undergraduate Catalog*. Any individual changes in the examination schedule will be announced by the instructor or his or her designee. (See also Punctuality above.). Cell phones must be turned off and put away. Drinks of any type, including water bottles, are not permitted during exams.

**LATE ASSIGNMENT POLICY:** Assignments are due at the beginning (i.e. starting time) of the class period unless otherwise specifically noted by the course instructor or his or her designee. Students coming in late to a class in which an assignment is due will have their assignment grade penalized. Assignments turned in during the class period in which the assignment is due but after the class start time will be subject to a grading penalty as specified by the instructor or designee. In addition, any assignment that is not completed and turned in on time will be subject to a reduction of one grade for every day late unless an extension has been granted in advance of the due date. Individual instructors may implement a more restrictive assignment policy. However, the policy must be clearly stated in the syllabus (or contract for individual study courses) to be enforceable.

**SELF-ADVISEMENT:** You are responsible for checking the number of credits completed and needed to graduate from the BHS program and for checking and understanding the accuracy of University tracking forms. If you have questions about your credits or graduation requirements, please see an advisor.

**ACADEMIC PROBATION:** There are two ways in which a student may be placed on academic probation. First, if your overall GPA drops below a 2.0 for any term during your program, you may be placed on academic probation. Second, regardless of your GPA, if you receive a grade of E, D, or D+ in any core course, you are automatically placed on College academic probation. In both cases, you will be asked to meet with the program director or his or her designee, who will review the terms of your academic probation with you. You will have the opportunity to review and discuss the probation terms with the director. Once your questions have been answered, the director will note the terms of the contract in your file and your understanding of the terms required to return to good academic standing. You are encouraged to take advantage of the resources available from faculty and staff of the College and University to support your efforts to return to good academic standing. Faculty in the BHS program are committed to providing appropriate academic support and mentoring to help you succeed in the College.

If the terms of your probation are met within the time frame established, you will automatically be returned to good academic standing. If the terms are not met, the terms will either be modified or you

will be dismissed from the college, depending on your situation. If you are dismissed but meet UF's criteria for continuation, advisement will be provided in seeking a new major at the University, if desired.

**DROPPING COURSES:** Students may drop a maximum of two courses in the bachelor of health science program in the junior-senior curriculum. These hours can be general electives, approved electives, or a combination based on the procedures described below. If you exceed the maximum number of dropped courses allowed without permission, you are subject to dismissal from the college because excessive withdrawal from coursework is considered failure to meet the terms of your limited access admission. It is your responsibility to keep track of your dropped hours and to follow appropriate University procedures for dropping courses by the required deadlines. **Even if a faculty member or staff person mistakenly signs a drop form that results in you exceeding your limit, you will be considered in violation of the policy regarding dropped hours and subject to dismissal.**

- **Core Courses:** You can not drop core courses because they are sequential. Dropping even one core course substantially delays graduation. If you are struggling in a core course, you must consult with the instructor or course teaching assistant to discuss strategies to improve your performance. If dropping a core course becomes unavoidable because of poor performance, you must do so only with the written permission of the program director. If this permission is granted, the dropped core coursework will count towards your maximum of two. Permission will depend to a certain extent on whether you took early and clear steps to address your academic challenges in the course in question.

**General Electives:** You can drop up to two general elective courses based on your eligibility. You must complete a drop form (available on line [www.registrar.ufl.edu](http://www.registrar.ufl.edu) ) if the drop will occur after the end of the regular drop/add period allowed by the University. Take the form to the HPNP Student Services Center and have a PPHP academic advisor review and sign it. Please remember that you are responsible for ensuring you have enough credits to graduate so routinely review your progress – and particularly prior to dropping a course. Once the drop form is signed, take it to 222 Criser Hall for processing. If you fail to deliver the form to Criser Hall, the course drop will not occur.

- **Approved Electives:** If you are simply dropping one approved elective and replacing it with another, you can e-mail your faculty advisor to ensure your Plan of Study is updated. Then follow the steps for general electives. If, on the other hand, you are dropping an approved elective and not replacing it, you must obtain the permission of the program director and modify your Plan of Study accordingly if this plan has already been completed. Make sure you receive a copy of the modified plan as documentation of this approval. If the course will be dropped after the normal drop/add period for the University, take a drop form with you to your meeting with the program director because the director's signature must be on this form. (An academic advisor's signature is not acceptable unless the executive associate dean or program director has given written permission for this signature.) Please remember that the combined number of general and approved courses you can drop cannot exceed two courses.

**ADDING COURSES:** Students in good academic standing may add general electives or approved electives as desired following the same procedure to obtain a signature of approval for dropping general elective courses. However, if the total number of credit hours for a term exceeds 18 credit hours with the addition of the course of interest, you must first receive the approval of the director, who must sign your add form. If you are on academic probation, you may not add courses without the permission of the program director. While you are on probation, it is highly unlikely that course additions will be approved without simultaneous drops.

**WITHDRAWALS/LEAVES OF ABSENCE:** We recognize that sometimes students face unanticipated situations necessitating withdrawal from all coursework. Withdrawal for a semester or

longer period of time is considered to be a withdrawal from the BHS program. The steps you follow differ depending upon whether you want to re-enter the program.

- **Withdrawals Without Re-Entry To The Program:** You need to inform the program director with a written statement that you are dropping out of the program and are not requesting re-entry. You would then follow University procedures for withdrawing entirely from the University.
- **Withdrawals With Desired Re-Entry To The Program:** While you have the right to withdraw from the University at any time, your place in the BHS program is not guaranteed if you want to be re-admitted to the University at a later date. You are only permitted to re-enter the health science program if you have program approval prior to your withdrawal.

You also must meet all University requirements for readmission. If the University re-admits you, then the decision to allow you to re-enter the health science program is up to the program director or executive associate dean or his or her designee. In order to initiate a withdrawal with desired re-entry, follow the steps below.

1. Meet with your faculty advisor and inform him or her of your situation. Your advisor will discuss possible options short of withdrawal if available/feasible. If your advisor concurs with the withdrawal with re-entry, proceed with steps 2-4.
2. Provide two letters of documentation in one packet to the program director: (a) a letter from you requesting the withdrawal, including the reason for withdrawal and when you would like to re-enter the program; (b) supporting documentation based on reason for withdrawal and as requested by the program director (e.g. physician or psychologist documentation, etc.)
3. Wait to withdraw until a decision regarding your withdrawal with re-entry has been made. You will receive letter or e-mail notification from the program director, who also may want to talk with you or ask for additional information before making a decision.
4. Follow University procedures for withdrawal. Please note that if you withdraw without notifying the program director, it is highly unlikely that you will be readmitted to the health science program.

**DISMISSAL FROM THE COLLEGE:** Students are generally dismissed from the College for one of three reasons: they fail to meet the terms of their academic probation or do not meet the minimum academic standards required for progression, they drop a greater number of hours than they are eligible to drop, or they demonstrate inappropriate behavior or conduct deemed serious enough for dismissal. In all College-related activities, we expect students to demonstrate appropriate professional behavior, including respect for all faculty, staff, students, and guests of the College, and adherence to all University and College policies and procedures. The Standard of Ethical Conduct and Code of Student Conduct are both included in the University Student Guide (<http://www.dso.ufl.edu/STG/>). It is your responsibility to be familiar with all behavior that violates the University guidelines of appropriate behavior. Regardless of the reason for dismissal, a designated faculty member will take appropriate steps to discuss the reasons for your dismissal with you prior to the dismissal taking effect according to due process procedures appropriate to the reason for dismissal. If you are dismissed from the College, you have the right to appeal the decision to the dean.

**APPEALS PROCESS:** The appeals process is slightly different depending upon the type of appeal initiated. There are three types of appeals that will be considered. First, if you believe a poor grade is the result of discrimination or inappropriate behavior on the part of the instructor, you can appeal the grade based on inappropriate faculty conduct. You cannot appeal a low grade on the basis of grade alone.

Second, you can appeal a decision regarding dismissal from the College. Third, you can appeal a decision denying a leave of absence with re-entry. Listed below are the steps you need to take for each type of appeal.

➤ **Inappropriate instructor behavior resulting in an unfair grade:**

1. Try to resolve the situation with the course instructor. You must speak with your course instructor within one month after the last day of the semester in which you received the grade in question.
2. If you are dissatisfied with the response of the instructor, talk with the department chair. If still unresolved, file a formal complaint with the program director. Provide a letter explaining your grievance; be sure to include the course name and number, instructor, grade received, description of inappropriate conduct, and any potential witnesses to the misconduct. The program director will interview both you and the faculty member in an attempt to resolve the situation. The program director will provide you with a written decision. You must appeal to the program director within two months of the last day of the semester within which you received the grade in question. The program director must respond within two weeks of receipt of your appeal or inform you of any reasonable delay. (If the program director is the focus of your grievance, submit your grievance to the executive associate dean.)
3. If you are not satisfied with the outcome of the decision of the program director, you may submit your letter of grievance to the executive associate dean within three months after the end of the semester. The associate dean will investigate your claim following University procedures for student grievances. At the discretion of the associate dean, a multidisciplinary faculty committee may be appointed to review your complaint and to provide both you and the course instructor the opportunity to present your views. The associate dean will provide a written response to your grievance within three weeks of your appeal or inform you of any reasonable delay.
4. If you are dissatisfied with the decision of the associate dean, you may appeal the decision to the dean of the College, who will resolve the issue or refer you to the appropriate campus unit. You must appeal within three weeks of the date of the decision letter from the associate dean, and your appeal should include a copy of your initial grievance letter along with any supplemental material you want to include. The dean of the College will respond to you within one month of the date of the letter from the associate dean or inform you of any reasonable delay.

➤ **Appealing dismissal based on College academic probation/performance:**

1. Provide a written statement addressing why you should be re-instated in the College to the executive associate dean or his or her designee. This statement should be made within one month of the date of your dismissal letter and should include any extenuating circumstances leading to your failure to meet the terms of your probation contract. The associate dean may interview you as well as the program director and faculty and staff involved in your program prior to a final decision. You will receive a written decision to your request within three weeks of the date of your appeal letter.
2. If you are dissatisfied with the decision of the associate dean, you may appeal your dismissal to the dean of the College within three weeks of the date of the decision letter by the associate dean. Provide a copy of your written statement to the dean and set up an appointment to discuss your situation. The dean's decision is the final college decision, but you have the right to appeal further through appropriate University channels.

➤ **Appealing dismissal based on misconduct:**

1. You are entitled to a hearing by committee if the College believes dismissal is warranted for a conduct violation. The appropriate procedures depend on the type of violation alleged to have occurred. Please consult with the UF Director of Student Judicial Affairs in the Dean of Students Office regarding your rights related to allegations of misconduct.

**COMPUTER POLICY:** All students must have access to an appropriately equipped computer. Please review the policy, *Computer Requirements for Students*, listed in the Appendix. We also expect students to use appropriate computer etiquette in all e-mail correspondence.

**USE OF COLLEGE SPACE:** You may use college space, if available, for student activities related to your academic program, the Health Science Student Organization (HSSO), and the College Council. Please refer to the policy, *Use of College and Common HPNP Space for Student Activities*, provided in the Appendix.

## **HEALTH SCIENCE FACULTY**

The Bachelor of Health Science program includes a multidisciplinary faculty from the College of Public Health and Health Professions. These faculty bring diverse experience and expertise in health care practice, research, administration and/or teaching. We are pleased to provide the brief biosketches below so that you can learn about our core faculty.

**RUSSELL BAUER, PhD, ABPP (273-6140, [rbauer@phhp.ufl.edu](mailto:rbauer@phhp.ufl.edu))**

Dr. Bauer joined the College in 1980. He is a professor in and Chair of the Department of Clinical and Health Psychology. Dr. Bauer received his PhD in Clinical Psychology from Pennsylvania State University in 1979 and is board certified in Clinical Neuropsychology. He currently serves as a member of the Board of Governors for the International Neuropsychological Society and as secretary of the Board of Directors for the American Board of Clinical Neuropsychology. Dr. Bauer's areas of interest include adult neuropsychology, memory disorders, epilepsy, emotion, and functional neuroimaging. Dr. Bauer teaches the critical thinking course in the health science program.

**JOANNE J. FOSS, PhD, OTR/L (273-6017, [jfoss@phhp.ufl.edu](mailto:jfoss@phhp.ufl.edu))**

Dr. Foss joined the College in 1989. She is a clinical assistant professor and the Director of Professional Programs in the Department of Occupational Therapy. She also serves as the Assistant Dean for Academic Affairs. After receiving her Bachelor of Science degree in Occupational Therapy from Colorado State University in 1974, she practiced as a pediatric OT in Wyoming and New York states. She earned a Master's Degree in Counseling and Guidance at Syracuse University in 1989. She earned a Ph.D. at the University of Florida in Higher Education in 2002. Dr. Foss' interests are in pediatric intervention, specifically infants and toddlers, human development and professional higher education. Dr. Foss teaches Human Development I and II in the health science pre-OT track.

**ROBERT GARRIGUES, PhD, (273-6194, [rgarrigu@phhp.ufl.edu](mailto:rgarrigu@phhp.ufl.edu))**

Dr. Garrigues joined the College in 1971 although he primarily served in the Health Science Center's Vice President's office as the Chief Financial and Operations Officer until 1998. In 1998, he joined the College full-time. Dr. Garrigues received his PhD in College and University Administration in 1970. Although retiring this year, Dr. Garrigues is back by popular demand, serving as an adjunct lecturer. His interests include health administration, finances, and personnel. Dr. Garrigues teaches the U.S. Health Care System and the Leadership Skills and Styles courses in the health science program.

**STEPHANIE HANSON, PhD, ABPP (273-6377, [shanson@phhp.ufl.edu](mailto:shanson@phhp.ufl.edu))**

Dr. Hanson joined the College in 1996 and serves as the Executive Associate Dean. She received her PhD's in Clinical Psychology and Developmental Psychology from Vanderbilt University in 1986. Dr. Hanson is board certified in Rehabilitation Psychology and recently stepped down after completing a 4-year term on the Executive Board of the American Board of Rehabilitation Psychology, which certifies psychologists in the specialty area of rehabilitation. Dr. Hanson chaired the Social and Ethical Responsibility Committee for the Division of Rehabilitation Psychology of the American Psychological Association for 7 years. Dr. Hanson's interests include ethical practice in complex health care delivery systems, interdisciplinary team functioning, traumatic brain injury and stroke, and clinical and academic program development. Dr. Hanson oversees administrative aspects of the Health Science program and co-teaches Therapeutic Communication Skills.

**JAMES JOHNSON, PhD, ABPP (273-6144, [jjohnson@phhp.ufl.edu](mailto:jjohnson@phhp.ufl.edu))**

Dr. Johnson joined the College in 1979 after serving on the faculty of the University of Texas Medical Center and the University of Washington. He is a professor in the Department of Clinical and Health Psychology and serves as the Director of the Clinical Psychology Doctoral Program. Dr. Johnson received his PhD in Clinical Psychology from Northern Illinois University in 1976 and is board certified in Clinical Child Psychology. He currently serves on the Board of Directors of the American Academy of Clinical Child and Adolescent Psychology and is a Past President of the Section on Clinical Child Psychology of the American Psychological Association. Dr. Johnson's areas of research interest include Attention Deficit Hyperactivity Disorder and the relationship between stress and child and family functioning. Dr. Johnson is the faculty supervisor for the Introduction to Clinical Child Psychology course in the health science program.

**THOMAS R. KERKHOFF, PhD, ABPP (RP) (265-5491 X70168, [kerkhtr@shands.ufl.edu](mailto:kerkhtr@shands.ufl.edu))**

Dr. Kerkhoff joined the College in 1999. He is a Clinical Associate Professor in the Department of Clinical & Health Psychology. He received his doctorate in Clinical Psychology from Virginia Commonwealth University in 1976 and is board certified in Rehabilitation Psychology. He has been on the faculty of the Ohio State University, Department of Physical Medicine and Rehabilitation, Wright State University, Department of Family Practice and School of Professional Psychology, maintained a private part-time consulting practice, and is currently based at Shands Rehabilitation Hospital. He has served as a member of the American Psychological Association Division 22 Rehabilitation Psychology Committee for Social and Ethical Responsibility for 6 years, and was co-chair for one year. His interests lie in clinical practice ethics, rehabilitation psychology, neuropsychology, and program development/consultation. Dr. Kerkhoff teaches the Ethical and Legal Issues course in the health science program.

**JAMIE L. POMERANZ, PhD, CRC (273-6745, [jpomeran@phhp.ufl.edu](mailto:jpomeran@phhp.ufl.edu))**

Dr. Pomeranz joined the College in 2005. He is an assistant professor in the Department of Behavioral Science and Community Health. He received his doctorate in Rehabilitation Science from the University of Florida in 2005. He is a certified rehabilitation counselor. Dr. Pomeranz's areas of interest include life care planning, psychosocial aspects of disability, and measuring rehabilitation outcomes. Dr. Pomeranz teaches Psychosocial Aspects of Rehabilitation in the rehabilitative services curriculum.

**KIMBERLY SHAW, PhD (273-5270, [kshaw@phhp.ufl.edu](mailto:kshaw@phhp.ufl.edu))**

Dr. Shaw is a clinical associate professor and the Director of the Pediatric Psychology Inpt Consultation Program. After receiving her doctoral degree in Pediatric/Clinical Child Psychology from the University of Miami in 1989 she became the Director of Adolescent Health Psychology at the University Of Miami School Of Medicine. In 2000 she became the Director of Research and Graduate Training at the Mailman Segal Institute for Early Childhood studies until joined the College in 2005. Dr Shaw's clinical and research interests include developmental psychopathology and public health; child and adolescent

health psychology; attachment/ neurobiology of interpersonal experience and emotional regulation as it impacts health outcomes; infant mental health; family adaptation to chronic stressors.

**ORIT SHECHTMAN, PhD, OTR/L (273-6817, [oshechtm@phhp.ufl.edu](mailto:oshechtm@phhp.ufl.edu))**

Dr. Shechtman joined the College in 1995. She is an Associate Professor in the Department of Occupational Therapy. She received her doctorate in Exercise Physiology from Indiana University in 1988 and her Master's of Health Science in Occupational Therapy from the University of Florida in 1995. She had been a research associate in the Department of Physiology at the University of Florida and in the Geriatric Research Center at the National Institute on Aging. Dr. Shechtman is board certified in occupational therapy. Her research interests are exercise physiology, upper extremity injuries, and ergonomics. Current research projects include upper extremity strength and function in individuals with spinal cord injury, driving assessments, and sincerity of effort of grip strength in individuals with cumulative trauma injury. Dr. Shechtman teaches Pathophysiology, Musculoskeletal Anatomy, and Nervous System and Disorders. She also serves as the faculty advisor to both the HSSO and the College Council.

**RONALD SPITZNAGEL, EdD, CRC, CVE (273-6745, [rspitzna@phhp.ufl.edu](mailto:rspitzna@phhp.ufl.edu))**

Dr. Spitznagel joined the College in 1988. He is an associate professor emeritus in the Department of Behavioral Science and Community Health. He received his doctorate in Rehabilitation Administration and Vocational Evaluation from Auburn University in 1988. He is a certified rehabilitation counselor and vocational evaluator as well as a worker's compensation provider. Dr. Spitznagel's areas of interest include vocational placement, career and labor market analyses, evaluation of vocational processes and outcomes, accessibility issues, skill development and transfer, and spirituality and rehabilitation. Dr. Spitznagel teaches Psychosocial Aspects of Rehabilitation.

**MICHELLE WOODBURY, PhD., OTR (273-6817, [mwoodbur@phhp.ufl.edu](mailto:mwoodbur@phhp.ufl.edu))**

Dr. Woodbury is an Associate Investigator at the Brain Rehabilitation Research Center, a Veterans Administration Rehabilitation Research and Development center of excellence. In addition, she is a Research Assistant Professor in the Department of Occupational Therapy. She received a B.S. in Occupational Therapy from Elizabethtown College, a M.A. in Intercultural Studies from Columbia International University, and a Ph.D. in Rehabilitation Science from the University of Florida. She has extensive clinical experience in rehabilitation of pediatric and adult clients with acquired neurological injury/disease. Her research interests center around measurement of upper extremity motor behavior, including: examining, and perhaps improving, the measurement properties of existing clinical assessments; developing valid and reliable biomechanical and kinesiological tools that objectively quantify upper extremity motor behavior, and; integrating clinical and biomechanical/kinesiological analyses with Transcranial Magnetic Stimulation. She teaches kinesiology in the undergraduate health science program, and neurorehabilitation in the graduate occupational therapy program.

**MARY ELLEN YOUNG, PhD, C.R.C. (273-6496, [myoung@phhp.ufl.edu](mailto:myoung@phhp.ufl.edu))**

Dr. Young is a Clinical Assistant Professor, Department of Behavioral Science and Community Health. Dr. Young has authored or co-authored 20 peer-reviewed publications and has given over 50 professional presentations. She holds master's and doctoral degrees in Rehabilitation Counseling and Counselor Education from the University of Georgia. Her postdoctoral research training was at Baylor College of Medicine in Houston, Texas. Dr. Young's research interests can be broadly defined as the study of adaptation to disability, especially catastrophic injury or chronic illness. Specific topics of interest include vocational outcomes, community integration, substance abuse, sexuality, cultural diversity and minority issues, and abuse and violence in the lives of persons with disabilities. Dr. Young teaches Survey of Diseases and Disability, Disability Management, and Therapeutic Communication Skills.

## PROGRAM STAFF

### Registration Assistance and Advising

**MS. EILEEN PHILLIPS (273-6745, [ephillip@phhp.ufl.edu](mailto:ephillip@phhp.ufl.edu))** Ms. Phillips joined the College in 1998. She is a senior secretary and provides general information and registration assistance for Rehabilitative Services majors.

**MS. MELISSA JONES (273-6400, [mjones@phhp.ufl.edu](mailto:mjones@phhp.ufl.edu))** Ms. Jones joined the college in 2005 although she has been with the University since 1994. Ms. Jones works in the dean's office and serves as one of the primary advisors for BHS students.

**MS. MARCIA MCLEOD (273-6400, [mmcleod@phhp.ufl.edu](mailto:mmcleod@phhp.ufl.edu))** Ms. McLeod joined the College in 1990 although she has been with the University since 1981. Ms. McLeod works in the dean's office and provides assistance to the deans and departmental faculty and staff regarding operational issues and student tracking. She also is involved with degree certification, junior/senior advising, tracking, and registration.

**MS. MARGARET ODOM (273-6817, [modom@phhp.ufl.edu](mailto:modom@phhp.ufl.edu))** Ms. Odom joined the College in 2000. She is a Program Assistant in charge of Student Affairs in the Department of Occupational Therapy. She assists with admissions, registration, and course and fieldwork scheduling for the department graduate programs. Her primary role in the health science program is to assist pre-OT students with scheduling and provide OT program information.

**MS. WANDA WASHINGTON (273-6400, [wanda@phhp.ufl.edu](mailto:wanda@phhp.ufl.edu))** Ms. Washington is employed by the Health Science Center Vice President's office but provides academic advising to students in the Colleges of Public Health and Health Professions, Nursing, and Pharmacy. Ms. Washington has served the College since 1999 although she has been with the University since 1987. She serves as one of the primary advisors for BHS students.

### Scheduling Appointments

**MS. DENE BREWER (273-6377)** Ms. Brewer works in the dean's office as the executive secretary for the Executive Associate Dean. She is responsible for scheduling appointments with Dr. Hanson.

**MS. GERALDINE LEE (273-6209, [glee@phhp.ufl.edu](mailto:glee@phhp.ufl.edu))** Ms. Lee joined the College in 1996 although she has worked at the University since 1983. Ms. Lee works in the dean's office as the program assistant for the Executive Associate Dean. Ms. Lee is responsible for back up scheduling for appointments with Dr. Hanson.

**MS. ROBIN SHENK (273-6379, [rshenk@phhp.ufl.edu](mailto:rshenk@phhp.ufl.edu))** Ms. Shenk joined the College in 2005 although she has worked at the University since 1998. Ms. Shenk is a program assistant in the dean's office and is responsible for scheduling health science student appointments with Dr. Foss and Dr. Young, for organizing program materials, and ensuring students receive and return documents required by the dean's office that relate to program admission and progression.

### Financial Assistance

**MR. MIKE MENEFEE (273-6202)** - Mr. Menefee is employed by UF Student Financial Affairs and has provided services to the College since 1999. He serves as the Coordinator for Student Financial Aid

for the Colleges of Public Health and Health Professions, Nursing, Pharmacy, and Veterinary Medicine. Mr. Menefee is responsible for reviewing bachelor of health science students' eligibility for different types and amounts of financial aid.

**MS. DANA BECK (273-6202)** – Ms. Beck is employed by UF Student Financial Affairs and has provided services to the College since 2006. She assists Mr. Menefee in providing financial aid services to the College.

## COLLEGE COUNCIL

The College Council is the primary student organization involving multiple College disciplines. The purpose of the Council is to promote an interdisciplinary approach to health services, enhance community awareness of the different professions within the College, and organize and participate in community service projects. Money raised by the Council supports charitable organizations consistent with the College of Public Health and Health Professions' mission, student education, and future Council projects. The Council works directly with a faculty advisor and represents students across the different College programs. The health science, pre-OT, and rehabilitative services students are asked to select representatives for the College Council. Meetings are typically held in the College once a month. Faculty Advisor to the college Council is Dr. Orit Shechtman ([oshechtm@phhp.ufl.edu](mailto:oshechtm@phhp.ufl.edu)). The 2007-2008 officers are listed below:

<b>OFFICE</b>	<b>NAME</b>	<b>E-MAIL ADDRESS</b>
President	Morgan Leary	<a href="mailto:mpleary@ufl.edu">mpleary@ufl.edu</a>
Vice President	Kira Wiseman	<a href="mailto:kwiseman@ufl.edu">kwiseman@ufl.edu</a>
Secretary	Kristeen Heghinian	<a href="mailto:kheghini@ufl.edu">kheghini@ufl.edu</a>
Treasurer	Jessica Derbaum	<a href="mailto:jderbaum@ufl.edu">jderbaum@ufl.edu</a>
Public Relations	Elsie Laguerre	<a href="mailto:elsiel@ufl.edu">elsiel@ufl.edu</a>
Social Chair	Trevor Kolski	<a href="mailto:dolph60@ufl.edu">dolph60@ufl.edu</a>

## HEALTH SCIENCE STUDENT ORGANIZATION (HSSO)

The purpose of HSSO is to unify and promote cohesiveness and communication between the junior and senior classes, and the students and faculty. It provides a forum for students within the program to get to know each other and learn about their prospective future professions through the student mentoring program. The HSSO makes available information, opportunities, and service activities within the health professions throughout the University and community. The HSSO Faculty Advisor is Dr. Orit Shechtman ([oshechtman@phhp.ufl.edu](mailto:oshechtman@phhp.ufl.edu)). The 2007-2008 officers are listed below:

<b>OFFICE</b>	<b>NAME</b>	<b>E-MAIL ADDRESS</b>
President	Kristeen Heghinian	<a href="mailto:kheghini@ufl.edu">kheghini@ufl.edu</a>
Co-Vice President	Kristin Wistedt	<a href="mailto:kmw86@ufl.edu">kmw86@ufl.edu</a>
Co-Vice President	Elsie Laguerre	<a href="mailto:elsiel@ufl.edu">elsiel@ufl.edu</a>
Secretary	Jennifer Kim	<a href="mailto:jenk0412@ufl.edu">jenk0412@ufl.edu</a>
Treasurer	Travis Williams	<a href="mailto:travis86@ufl.edu">travis86@ufl.edu</a>
Historian	Julie Wooster	<a href="mailto:jwooster@ufl.edu">jwooster@ufl.edu</a>

In addition to the College Council and the Health Science Student Organization, the Student Occupational Therapy Association, the Student Physical Therapy Association, the Student Public Health Association, the University Rehabilitation Association, and other professionally oriented organizations

may be of interest. Please contact the program director for additional information or see the beginning of this handbook for web site connections to common professional student organizations.

## GENERAL PROGRAM REMINDERS

**IDENTIFICATION BADGES:** You must purchase a Gator One card, which is your photo identification badge. The badge must be obtained through BMS, Biomedical Media Services, a division of the Office of Academic Technology (C3-3 Communicore). BMS requires an appointment (273-5044). Make sure you take your acceptance letter from the college and your driver's license or other picture identification. You must have your Gator One card with you at all times in the Health Science Center/Shands Hospital complex when involved in student activities.

**EXPENSES:** In addition to the usual tuition, books, and supplies, you should anticipate the expenses listed below:

- photo identification badges
- laboratory fees
- vaccinations
- health insurance
- hand-outs and materials for classes and/or presentations
- required computer hardware and software

**CLASS PHOTOGRAPHS:** We ask that you pose for a group photograph as a representation of your entering class. Typically the photograph is taken during student orientation.

## HEALTH REQUIREMENTS

- **IMMUNIZATIONS:** In addition to University immunization requirements, all students in the health science programs must provide proof of immunity to the chicken pox virus. Students must present medical documentation of immunization or positive titer to the Student Health Care Center (SHCC). The Titer test needs to be completed before the first day of the term of admission. The Student Health Care Center offers the Titer test Monday and Tuesday 8:00 a.m. to 11:30 a.m., Wednesday 9:00 a.m. to 11:30 a.m., and Monday through Thursday, 1:00 p.m. to 4:00 p.m. The current cost is \$26. In addition, students needing to complete their Hepatitis B series can do so at the SHCC, if desired. The Student Health Care Center (392-1161) currently offers the Hepatitis B vaccinations on Monday through Wednesday, 8:00 a.m. to 11:30 a.m. and Monday through Thursday, 1:00 p.m. to 4:00 p.m. The current cost is \$50 per hepatitis shot for a total of \$150. (Costs are subject to change.)
- **TUBERCULOSIS TEST:** Health Science students are required to be tested annually for **Tuberculosis** (or to provide documentation from a physician that this test is contraindicated). This TB test needs to be completed by the end of the first week of Fall semester classes. The Student Health Care Center offers the TB test on Monday through Wednesday, 8:00 a.m. to 11:30 a.m. and Monday through Thursday, 1:00 p.m. to 4:00 p.m. The current cost is \$15. (Costs are subject to change.)
- **BLOODBORNE PATHOGEN (BBP) TRAINING:** BBP Training, **required each fall**, can be completed on line at [www.phhp.ufl.edu/bahealthsci](http://www.phhp.ufl.edu/bahealthsci). You will not be allowed to register for the next term without completion of this training. This training is required of all Health Science Center students.

**BIOTERRORISM:** The following telephone numbers are provided for response to suspicious looking letters, packages, or other items. If you find something suspicious during the class day, please also notify the dean's office or your instructor. Do not attempt to open or remove the material.

**Internal Contacts:**

Director On Call                      877-364-1252

Infection Control                      265-0284  
(Office hours 7:30 am to 5 pm Monday – Friday)

Weekends and Nights (Page 877-364-0406 for Infection Control  
Director or Shands Operator for Infectious Disease on Call Physician)

Or call 911

**DRESS CODE:** You are expected to dress in a manner appropriate to the class assignment. In general, you may dress in casual attire for class. However, you should dress professionally when appropriate to a site you are visiting or when meeting health representatives as part of your college activities. Please also be respectful of the diversity of our students in selecting attire.

**SMOKING:** Smoking is not permitted anywhere in the Health Science Center or HPNP Complex.

**CELL PHONES and BEEPERS:** Audio ringers on cell phones and beepers must be **deactivated** before entering the classroom. Cell phone use is not permitted during class time.

## CAMPUS FACILITIES

**HPNP COMPLEX:** Most of your classes and the administrative areas for your programs are located in the HPNP complex. This is a state-of-the-art, wireless facility shared by the Colleges of Public Health and Health Professions, Nursing, and Pharmacy. The building is located just north of the Communicore building, the other major facility in which you may have classes. The HPNP complex has 5 floors (G-4), with the ground floor and a section of the first floor representing common space. The upper floors house college-specific personnel with Public Health and Health Professions occupying the east wing, Nursing the middle section and Pharmacy the west wing. The OT department is located on the 2<sup>nd</sup> floor (southeast); the Behavioral Science and Community Health department in which rehabilitative services faculty are housed (northeast) and Dean's Office (southeast) are located on the 4<sup>th</sup> floor.

**Class Locations:** The majority of your classes will be located on the ground or first floor. In order to assist you in finding your classes, the layout is as follows:

- All classrooms assigned on the ground floor begin with the letter G. All classrooms on the first floor begin their numbering with a 1.
- The numbering continues from east to west with all rooms on the east side of the building (the Public Health and Health Professions side) beginning with a 1, the central part (Nursing) beginning with a 2, and the west side (the Pharmacy side), beginning with a 3. For example, if your classroom is scheduled to be in G300, your classroom location is on the ground floor on the west side of the building.

- The auditorium (1404) is located in the far west part of the building and has a reception area with tables below it on the ground floor allowing you to study and eat. There are vending machines and a student bulletin board located in the reception area.

**Student Services Center:** The Student Services Center is located in the center section of the ground floor (G205). This is where you will find the academic and financial aid advisors.

**Other Services:** Vending machines, a bulletin board for posting notices, and a Java Hut are located in the student reception area (west side of building). Java Hut hours: Monday – Friday 7:30 a.m. – 2:00 p.m. An ATM and additional vending machines are located on the ground floor on the east side of the building (College of Public Health and Health Professions side).

**LIBRARY:** The Health Science Center Library system is one of the largest health science center libraries in the United States. It is located on the 1st, 2nd, and 3rd floors of the Communicore Building. You must have your Gator One Card available when in the library because some library services are limited to Health Science Center personnel and students. Books placed on reserve for health science courses will be on the 2<sup>nd</sup> floor of the library. There also is a computer lab on the second floor for conducting literature searches.

Hours: Monday - Thursday	7:30 am – Midnight
Friday	7:30 am – 7:00 pm
Saturday	8:00 am - 5:00 pm
Sunday	1:00 pm - Midnight

Holiday schedules are posted on the door of the library and published in the independent student newspaper, *The Florida Alligator*. Xerox machines are located on the 2nd and 3rd floors of the library. For additional information, check the brochures available at the library.

**BOOKSTORE:** The bookstore/convenience store for the Health Science Center is located in the Medical Sciences Building near the Post Office on the ground floor. This bookstore carries texts for HSC courses and is open: Monday - Friday 8:00 am - 5:30 pm.

**CIRCA COMPUTER LABS:** CIRCA computer labs are open to all UF students for coursework and personal use. All computer lab users must show a Gator One card. CIRCA computer labs are staffed with student lab operators who manage lab activity and provide limited software and hardware assistance. CIRCA staff do not teach classes or help students with their homework. For more information, call CIRCA Operations at 392-2428.

**TEACHING CENTER:** The Teaching Center provides students with assistance in written communication skills, such as developing and organizing papers, building vocabulary, grammar, and study skills, and GRE preparation. The Center is located in SW Broward Hall. For more information, call 392-2010.

**STUDENT HEALTH CENTER AT SHANDS HOSPITAL:** The Student Health Care Center at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services, including primary care, women's health care, immunizations, and pharmacy services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at [www.health.ufl.edu/shcc](http://www.health.ufl.edu/shcc)

**COUNSELING CENTER:** The University Counseling Center, located in Peabody Hall, offers a wide range of services to assist students with academic, career, or personal questions and concerns. Services

include individual and group counseling and therapy, workshops on a variety of topics, such as building math confidence, managing stress, and developing effective study skills, and services related to career development. For more information, contact 392-1575 or check out the web site at [www.counsel.ufl.edu](http://www.counsel.ufl.edu)

**DISABILITY RESOURCE CENTER:** The Disability Resource Center provided services to students with disabilities, including documentation of coursework accommodations to maximize academic performance, education on legal rights and responsibilities, and support services to empower students and facilitate a positive college experience. The Center is located in Reid Hall. For more information, contact 392-8565 or visit the web site at [www.dso.ufl.edu](http://www.dso.ufl.edu).

**CAREER RESOURCE CENTER:** The Career Resource Center provides career planning and employment assistance to all students and alumni. The Center offers a wide range of seminars on topics such as interviewing techniques and resume preparation. In addition, the Center contains an extensive library on different career options, data on economic trends, and facilitates recruitment activities for a variety of businesses. The Career Resource Center is located on the first floor of the Reitz Union. For more information, contact 392-1601 or check out the web site at [www.crc.ufl.edu](http://www.crc.ufl.edu)

**FOOD SERVICE:**

- ✓ The hospital cafeteria, Wendy’s, Pizza Inn and TCBY/Hovan are all located on the first floor of Shands Hospital.

Mini Mall Food Hours:

Wendy’s	Monday - Sunday	open 24 hours
Pizza Inn	Monday – Friday	11:00 a.m. – 5:00 p.m.
TCBY/Hovan	Monday – Friday Weekend	11:00 a.m. – 10:00 p.m. 11:00 a.m. – 8:00 p.m.
Cafeteria Hours:	Monday - Friday	
	Breakfast	6:30 a.m. - 10:00 a.m.
	Lunch	10:30 a.m. - 2:00 p.m.
	Dinner	4:30 p.m. - 8:00 p.m.

- ✓ Sun Terrace is located in the courtyard near the entrance to the Health Science Center Library and offers breakfast as well as a variety of sandwiches, drinks, a salad bar, and Chick-Fil-A.

Monday - Friday      7:00 a.m. - 4:00 p.m.

- ✓ Beaty Breadbasket, located on Museum Road immediately in front of Beaty Towers, serves sandwiches, frozen yogurt, and soft drinks.

Monday - Friday      hours vary by semester

- ✓ Reitz Union, located on Museum Road, offers a variety of restaurants, including Wendy’s, Subway, Taco Bell, Noodle Bar, Honu Zone, and I Can’t Believe It’s Yogurt.

Days and hours vary per food court

**GIFT STORE AND MISCELLANEOUS ITEMS:** Shands Hospital houses a gift store called the Gift Stop, which is located on the main floor (first floor) of Shands Hospital adjacent to the main entrance and

elevators. An ATM is also located near the central elevators near the cafeteria. The Reitz Union has many different shops that carry a variety of items. There are also ATMs located at the Reitz Union each of these stores has its own business hours.

**POST OFFICE:** A post office is located on the ground floor of the Medical Sciences Building near the bookstore. Hours: Monday – Friday 8:00 am - 3:00 pm.

## **OTHER GENERAL INFORMATION**

**CPR:** You are encouraged to become CPR certified. CPR certification is offered through the American Heart Association and the Red Cross. For students' convenience, CPR courses are also regularly offered at the Student Health Care Center. Call 392-1161 x 4283 for further information.

**NEWSPAPER:** Newspapers are available in Shands Hospital (near the East Entrance and Northside of the communicore building) and on Museum road in front of Beaty Towers. *The Florida Alligator*, the "unofficial student newspaper," is distributed throughout the campus and can also be found at distribution points around the Gainesville community. It is published daily during the regular semester schedule.

**PARKING:** Parking facilities are extremely limited. Therefore, you will be required to park in the area assigned to you at the time you register your vehicle on campus. Parking decals are available through UF's Traffic and Parking Division located on the corner of North-South Drive and Mowry Road.

**OTHER RESOURCES:** There are a variety of other services not represented in this manual that are available at the University of Florida. Examples include legal services, speech and hearing services, dental care, and recreational facilities. You may consult the *Undergraduate Catalog*, the *Student Guide*, and the University website for descriptions and additional information. Contact the Office of Student Services, **392-1261, Peabody Hall** for your copy of the *Student Guide* or check out the web site at [www.dso.ufl.edu](http://www.dso.ufl.edu)

## **APPENDICES**

- 1. PLAN OF STUDY-HEALTH SCIENCE**
- 2. PLAN OF STUDY- PRE-OT HEALTH SCIENCE**
- 3. PLAN OF STUDY-REHABILITATIVE SERVICES**
- 4. HONORS COURSES/COLLEGE ELECTIVES**
- 5. COMPUTER REQUIREMENTS FOR STUDENTS**
- 6. USE OF COLLEGE AND COMMON HPNP SPACE FOR STUDENT ACTIVITIES**

**College of Public Health and Health Professions**  
**Health Science Plan of Study**  
 Page 1 of 2

NAME: \_\_\_\_\_

UFID: \_\_\_\_\_

Entering Term/Year \_\_\_\_\_

**Fall Semester \_\_\_\_\_, Junior Year**

Course	Hrs.	Title
HSC 3502	3	Survey of Diseases and Disability
HSA 3111	3	U. S. Health Care System
STA 3024	3	Introduction to Statistics 2
PHC 4101	3	Public Health Concepts

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Spring Semester \_\_\_\_\_, Junior Year**

Course	Hrs.	Title
HSC 3661	2	Therapeutic Communication Skills
RCS 4415	1	Therapeutic Communication Skills Lab
HSC 4558	3	Disability Management
OTH 3416	3	Pathophysiology

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Fall Semester \_\_\_\_\_, Senior Year**

Course	Hrs.	Title
HSC 4608L	4	Critical Thinking
HSC 4184	3	Leadership Skills and Styles

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Spring Semester \_\_\_\_\_, Senior Year**

Course	Hrs.	Title
HSC 3057	4	Research Methods and Issues in Health Care
HSC 4653	3	Ethical and Legal Issues in the Health Professions

**Total** \_\_\_\_\_ (3000 level and above credit hours)

Program must total **120 hours** with a minimum of **60 hours of 3000 level courses** and above (including 9 hours of approved PHHP electives).

My signature below indicates that I understand my program must total 120 hours with a minimum of 60 hours of 3000 level courses and above (including 9 hours of approved PHHP electives); my plan of study meeting these requirements has been reviewed with me. I understand that the electives I have noted on my plan of study may not be scheduled at times needed to complement my core course schedule and that core course completion takes precedence every semester. It is my responsibility to ensure completion of the necessary hours for graduation in the number of semesters indicated on my plan of study regardless of whether I am able to register for the specific electives listed on the plan above. I further understand that any changes in my plan of study must be approved by the BHS Program Director, who will note the changes directly on the original Plan of Study form (changes must be initialed). I will receive a copy of the plan of study.

\_\_\_\_\_  
 Student Signature                      Date                      Approved by BHS Program Director                      Date                      (Original Plan of Study)

\_\_\_\_\_  
 Student Signature                      Date                      Approved by BHS Program Director                      Date                      (Changed Plan of Study)

**College of Public Health and Health Professions  
Health Science Plan of Study  
Page 2 of 2**

*Summer Semester* \_\_\_\_\_

Course	Hrs.	Title

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*Summer Semester* \_\_\_\_\_

Course	Hrs.	Title

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*3000/4000 Level Courses taken Before Entering Program*

Course	Hrs.	Title

**Total** \_\_\_\_\_

*Total program Evaluation*

Level	120 Hours (all courses)	60 Hours (3000+ Level Courses )
Freshman/Sophomore		
Junior		
Senior		
Summer		
<b>Total</b>		
<b>Missing</b>		

Program must total **120 hours** with a minimum of **60 hours of 3000 level courses** and above (including 9 hours of approved PHHP electives).

**College of Public Health and Health Professions  
Health Science Plan of Study - Pre-OT**

Page 1 of 2

NAME: \_\_\_\_\_

UFID: \_\_\_\_\_

Entering Term/Year \_\_\_\_\_

**Fall Semester \_\_\_\_\_, Junior Year**

Course	Hrs.	Title
HSC 3502	3	Survey of Diseases and Disability
HSA 3111	3	U. S. Health Care System
STA 3024	3	Advanced Statistics
OTH 3200	3	Applied Human Development I
PHC 4101	3	Public Health Concepts

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Spring Semester \_\_\_\_\_, Junior Year**

Course	Hrs.	Title
HSC 3661	2	Therapeutic Communication Skills
RCS 4415	1	Therapeutic Communication Skills Lab
HSC 4558	3	Disability Management
OTH 3201	2	Applied Human Development II
OTH 3416	3	Pathophysiology

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Fall Semester \_\_\_\_\_, Senior Year**

Course	Hrs.	Title
HSC46081	4	Critical Thinking
HSC 4184	3	Leadership Skills and Styles
OTH 4418	3	The Nervous System and Disorders
OTH 4418L	2	The Nervous System and Disorders Lab

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Spring Semester \_\_\_\_\_, Senior Year**

Course	Hrs.	Title
HSC 3057	4	Research Methods and Issues in Health Care
HSC 4653	3	Ethical and Legal issues in the Health Professions
OTH 4412	3	Musculoskeletal Anatomy
OTH 4412L	2	Musculoskeletal Anatomy Lab
OTH 3413	3	Applied Kinesiology

**Total** \_\_\_\_\_ (3000 level and above credit hours)

Program must total **120 hours** with a minimum of **60 hours of 3000 level courses** and above.

My signature below indicates that I understand my program must total 120 hours with a minimum of 60 hours of 3000 level courses and above; my plan of study meeting these requirements has been reviewed with me. I understand that the electives I have noted on my plan of study may not be scheduled at times needed to complement my core course schedule and that core course completion takes precedence every semester. It is my responsibility to ensure completion of the necessary hours for graduation in the number of semesters indicated on my plan of study regardless of whether I am able to register for the specific electives listed on the plan above. I further understand that any changes in my plan of study must be approved by the BHS Program Director, who will note the changes directly on the original Plan of Study form (changes must be initialed). I will receive a copy of the plan of study.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by BHS Program Director

\_\_\_\_\_  
Date

(Original Plan of Study)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by BHS Program Director

\_\_\_\_\_  
Date

(Changed Plan of Study)

**College of Public Health and Health Professions  
Pre-OT Health Science Plan of Study  
Page 2 of 2**

*Summer Semester* \_\_\_\_\_

Course	Hrs.	Title

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*Summer Semester* \_\_\_\_\_

Course	Hrs.	Title

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*3000/4000 Level Courses taken Before Entering Program*

Course	Hrs.	Title

**Total** \_\_\_\_\_

*Total program Evaluation*

Level	120 Hours (all courses)	60 Hours (3000+ Level Courses )
Freshman/Sophomore		
Junior		
Senior		
Summer		
<b>Total</b>		
<b>Missing</b>		

Program must total **120 hours** with a minimum of **60 hours of 3000 level courses** and above.

**College of Public Health and Health Professions  
Rehabilitative Services Plan of Study**

Page 1 of 2

NAME: \_\_\_\_\_

UFID: \_\_\_\_\_ Entering Term/Year \_\_\_\_\_

**Fall Semester \_\_\_\_\_, Junior Year**

Course	Hrs	Title
RCS 3030	3	Introduction to Rehabilitation and Human Services
RCS 4061	3	Psychosocial Aspects of Rehabilitation
HSC 3502	3	Survey of Diseases and Disability
HSA 3111	3	U. S. Health Care Systems
PHC 4101	3	Public Health Concepts

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Spring Semester \_\_\_\_\_, Junior Year**

Course	Hrs	Title
RCS 4240	3	Vocational Services in Health, Rehabilitation, and Human Services
HSC 3661	2	Therapeutic Communication Skills
RCS 4415	1	Therapeutic Communication Skills Lab
HSC 4558	3	Disability Management

**Total** \_\_\_\_\_ (3000 level and above credit hours)

**Fall Semester \_\_\_\_\_, Senior Year**

Course	Hrs	Title
RCS 4800	3	Rehabilitation and Human Services Practicum I
RCS 4930	3	Special Topics in Rehabilitative Services (Case Management)
HSC 3531	3	Health and Medical Terminology (May be taken any semester)

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*Spring Semester \_\_\_\_\_, Senior Year*

Course	Hrs	Title
RCS 4451	3	Rehabilitation Aspects of Substance Abuse

**Total** \_\_\_\_\_ (3000 level and above credit hours)

Program must total **120 hours** with a minimum of **60 hours of 3000 level courses** and above (including 6 hours of approved PHHP electives).

My signature below indicates that I understand my program must total 120 hours with a minimum of 60 hours of 3000 level courses and above (including 6 hours of approved PHHP electives); my plan of study meeting these requirements has been reviewed with me. I understand that the electives I have noted on my plan of study may not be scheduled at times needed to complement my core course schedule and that core course completion takes precedence every semester. It is my responsibility to ensure completion of the necessary hours for graduation in the number of semesters indicated on my plan of study regardless of whether I am able to register for the specific electives listed on the plan above. I further understand that any changes in my plan of study must be approved by the BHS Program Director, who will note the changes directly on the original Plan of Study form (changes must be initialed). I will receive a copy of the plan of study.

_____	_____	_____	_____	(Original Plan of Study)
Student Signature	Date	Approved by BHS Program Director	Date	
_____	_____	_____	_____	(Changed Plan of Study)
Student Signature	Date	Approved by BHS Program Director	Date	

**College of Public Health and Health Professions  
Rehabilitative Services Plan of Study  
Page 2 of 2**

*Summer Semester* \_\_\_\_\_

Course	Hrs	Title

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*Summer Semester* \_\_\_\_\_

Course	Hrs	Title

**Total** \_\_\_\_\_ (3000 level and above credit hours)

*3000/4000 Level Courses Taken Before Entering Program*

Course	Hrs	Title

**Total** \_\_\_\_\_

*Total Program Evaluation*

Level	120 Hours (all courses)	60 Hours (3000+ Level Courses )
Freshman/Sophomore		
Junior		
Senior		
Summer		
<b>Total</b>		
<b>Missing</b>		

Program must total **120 hours** with a minimum of **60 hours of 3000 level courses** and above (including 6 hours of approved PPHP electives).

# COLLEGE OF PUBLIC HEALTH AND HEALTH PROFESSIONS BACHELOR OF HEALTH SCIENCE PROGRAM

## GRADUATING WITH HIGH OR HIGHEST HONORS

**REQUIRED COURSES:** *All students must successfully complete the following courses to graduate magna cum laude or summa cum laude.* (Please note: Only 3 credits of courses can count toward the 9 credits of college electives.)

HSC 4969 (2 credits) Honors Seminar

HSC 4970 (1 to 6 credits) Honors Thesis -students must take a minimum of 6 credits, including at least 3 credits in the summer after HSC 4969 completion. Students must enroll each semester in which they are working on their project until completed and approved by the dean's office. Students typically will enroll in 6-9 credits of HSC 4970 across 3 semesters. Summer enrollment following completion of HSC 4969 is a requirement.

## APPROVED COLLEGE ELECTIVES

### HEALTH SCIENCE TRACK: APPROVED ELECTIVES

*Students must select a minimum of 3 courses and complete a minimum of 9 credits from the following courses*

OTH 3200 (3) Applied Human Development I	PHC 6050 (3) Statistical Methods for Health Sciences I****
OTH 3201 (2) Applied Human Development II*	PHC 6001 (3) Principles of Epidemiology****
OTH 3413 (3) Applied Kinesiology**	PHC 6313 (3) Environmental Health Concepts in Public Health****
OTH 4314 (3) Psychiatric Disorders	PHC 6102 (3) Introduction to Public Health Administrative Systems****
OTH 4412 (3) Musculoskeletal Anatomy	PHC 6406 (3) Psychological, Behavioral, and Social Issues in Public Health****
OTH 4412L (2) Musculoskeletal Anatomy Lab***	CLP 4302 (3) Introduction to Clinical Psychology
OTH 4418 (3) The Nervous System and Disorders	CLP 4134 (3) Introduction to Clinical Child/Pediatric Psychology
OTH 4418L (2) The Nervous System and Disorders Lab***	CLP 4420 (3) Introduction to Neuropsychology
RCS 4061 (3) Psychosocial Aspects of Rehabilitation	CLP 4314 (3) Introduction to Health Psychology
RCS 4451 (3) Rehabilitation Aspects of Substance Abuse	
RCS 3030 (3) Introduction to Rehabilitation and Human Services	
RCS 4240 (3) Vocational Services in Health, Rehabilitation and Human Services	

\*Human Development II does not require completion of Human Development I

\*\*Students interested in Kinesiology must take Kinesiology with Musculoskeletal Anatomy and Lab (Please note: Students interested in Anatomy but not Kinesiology can take Anatomy alone)

\*\*\*Labs must be taken with their corresponding lecture

\*\*\*\*Must be accepted into public health minor or combined degree program to be eligible

### REHABILITATIVE SERVICES TRACK: APPROVED ELECTIVES

*Students must select a minimum of 3 courses and complete a minimum of 9 credits from the following courses*

OTH 3200 (3) Applied Human Development I	PHC 6102 (3) Introduction to Public Health Administrative Systems**
OTH 3201 (2) Applied Human Development II*	PHC 6406 (3) Psychological, Behavioral, and Social Issues in Public Health**
OTH 4314 (3) Psychiatric Disorders	CLP 4302 (3) Introduction to Clinical Psychology
OTH 3416 (3) Pathophysiology	CLP 4134 (3) Introduction to Clinical Child/Pediatric Psychology
RCS 4804 (3) Advanced Rehabilitative Services Practicum II	CLP 4420 (3) Introduction to Neuropsychology
PHC 6050 (3) Statistical Methods for Health Sciences I**	CLP 4314 (3) Introduction to Health Psychology
PHC 6001 (3) Principles of Epidemiology**	
PHC 6313 (3) Environmental Health Concepts in	

Public Health\*\*

\*Human Development II does not require completion of Human Development I

\*\*Only open to seniors in the public health minor

**ADDITIONAL COLLEGE ELECTIVES AVAILABLE**  
**(These do not count toward required college approved electives)**

HSC 4905 (1 to 4 credits) Individual Work

\*HSC 3801 (1 to 4 credits) Clinical Observation/Health Care Volunteer Work (S/U only)

\*Requires Memorandum of Understanding

## **EXAMPLES OF GENERAL ELECTIVES BY TOPIC**

**(Please note: The list below is not comprehensive and some courses may not be available. Please consult the undergraduate catalog and ISIS for a complete course inventory. Discuss specific course choices with your advisor if you have questions.)**

### **BIOLOGICAL SCIENCE AREA COURSES**

- BCH 4024 (4) Introduction to Biochemistry and Molecular Biology  
CHM 3217 (4) One Semester Organic Chemistry (prereq: CHM 2046 or CHM 2047 or CHM 2051 and CHM 2046L or CHM 2047L or consent of instructor)  
CHM 3218 (4) Bioorganic Chemistry (prereq. CHM 2111)  
CHM 4207 (4) Introduction to Biochemistry and Molecular Biology (prereq: CHM 2210-2211 or equivalent)  
CHM 4302L (2) Biochemistry and Molecular Biology Lab  
EES 3000 (3) Environmental Science and Humanity  
MCB 3020 (4) Basic Biology of Microorganisms (Prereq: C or better in BSC 2010, BSC 2010L, BSC 2011, BSC 2011L or AGR 3033; CHM 2210 or CHM 2200)  
MCB 4304 (3) Genetics of Microorganisms (prereq: MCB 3020, MCB 3020L with C or better; BCH 4024 or CHM 4207)  
MEL 4003 ( ) Cell Biology Seminar  
PCB 3063 (4) Genetics (prereq. BSC 2011-2011L)

### **BIOMEDICAL AREA COURSES**

- AGR 3303 (3) Genetics (Prereq bio, ZOO 2010 and BOT 2010)  
ANT 3514C (3) Introduction to Biological Anthropology  
ANT 4462 (3) Culture and Medicine  
EES 3000 (3) Environmental Science and Humanity  
HSC 3531 (3) Health and Medical Terminology  
HSC 4905 (V) individual Study in Health Professions  
PSB 3004 (3) Introduction to Physiological Psychology  
SYO 4400 (3) Medical Sociology (Prereq: SYG 2000)

### **COMMUNICATION AREA COURSES**

- LIN 3010 (3) Introduction to Linguistics  
SPA 4004 (3) Language Development  
SPA 4104 (3) Neural Basis of Communication

### **GENERAL DIVERSITY AREA COURSES**

- ANT 3302 (3) Sex Roles: A Cross-Cultural Perspective  
ANT 3451 (3) Racial and Cultural Minorities  
EEX 3312 (3) Exceptional People in School and Society  
HLP 4933 (3) International Topics – Study Abroad (offered randomly)

### **HEALTH AGENCIES/BUSINESS AREA COURSES**

- HSC 4624 (3) Trends in International Health  
MAN 3025 (4) Principles of Management  
MAN 3240 (4) Organizations: Structure and Behavior  
MAR 3023 (4) Principles of Marketing  
PUR 3000 (3) Introduction to Public Relations

### **NUTRITION AREA COURSES**

- DIE 3310 (2) Community Nutrition (prereq. HUN 2201)  
HUN 3403 (2) Nutrition Through the Life Cycle (Prereq. HUN 2201)

## **PSYCHOLOGICAL AREA COURSES**

CLP 3144 (3) Abnormal Psychology  
DEP 3053 (3) Developmental Psychology (prereq. PSY 2013)  
DEP 4305 (3) Adolescent Psychology  
DEP 4115 (3) Infant Psychology (prereq. DEP 3053)  
DEP 4404 (3) Psychology of Aging  
EAB 3002 (3) Principles Behavior Analysis  
EDF 3110 (3) Human Growth and Development  
PPE 3004 (3) Psychology of Personality  
SDS 3340 (3) Career and Life Span Planning  
SDS 3482 (3) Stress and Anxiety Management  
SOP 3004 (3) Social Psychology

## **SOCIOLOGICAL AREA COURSES**

ANT 4403 (3) Environment and Cultural Behavior  
ANT 4462 (3) Culture and Medicine  
GEO 4431 (3) Residential and Environmental Quality of Life of Elderly Americans  
CCJ 3024 (3) Advanced Principles of Criminal Justice  
CCJ 3038 (3) Law and Society  
GEY 4001 (3) Issues and Concepts in Gerontology  
CCJ 4466 (3) Victimology  
SYO 3534 (3) Poverty  
SYO 4102 (3) American Families  
SYO 4180 (3) Families and Work  
SYD 3700 (3) Minorities in American Society  
SYP 3510 (3) Deviance  
SYP 4730 (3) Sociology of Aging and Life Course  
SYP 4731 (3) Aging, Self and Society  
SYP 4740 (3) Sociology of Death and Suviorship

## **EXAMPLES OF DISTANCE LEARNING COURSES - Students should check the distance learning website [www.fcd.ufl.edu](http://www.fcd.ufl.edu) to determine all courses offered and prerequisite requirements:**

ADV 3000 (3) Elements of Advertising	ISM 3004 (4) Business Computing
ANT 3514 (3) Biological Anthropology	MAN 3025 (3) Principles of Management
CCJ 3011 (3) Criminology	MAN 3600 (3) Multinational Business
Operations	
CCJ 3101 (3) Law Enforcement	MAR 3023 (3) Basic Marketing Concepts (Prereq: ECO 2023)
CCJ 3200 (3) The Courts	PAD 3003 (3) Public Administration in American Society
CCJ 3301 (3) Corrections	PET4948C (3) Group Exercise Leadership Training
CCJ 3664 (3) Victimology	PPE 3004 (3) Psychology of Personality (Prereq: PSY 2012)
CHD 3220 (3) Child Growth and Development	PUR 3000 (3) Principles of Public
CLP 3144 (3) Abnormal Psychology (Prereq: PSY 2012)	SOP 4004 (3) Social Psychology
DEP 3053 (3) Developmental Psychology (Prereq: PSY 2012)	
EDF 3210 (3) Educational Psychology	
EDF 3604 (3) Social Foundations of Education	
Relations	
EDF 4430 (3) Measurement and Evaluation in Education	
FIN 3403 (4) Business Finance (Prereq: ACG 2021C)	
GEB 3035 (4) Effective Career Management	
GEB 3113 (4) Principles of Entrepreneurship (Prereq: ECO 2023)	
HSC 3531 (3) Health & Medical Terminology	
HSC5536C (3) Health & Medical Terminology	
IDS 4900 (3) Law & Society	
INP 4004 (3) Industrial Psychology	

# COLLEGE OF PUBLIC HEALTH AND HEALTH PROFESSIONS POLICY

**POLICY NAME:** Computer Requirements for Students

**EFFECTIVE DATE:** Summer B, 1998

**REVISION DATE(S):** December, 1998  
August, 2000  
June, 2004

**PURPOSE:** To specify computer requirements and student responsibilities regarding computer management within the College of Public Health and Health Professions

## **SPECIFIC REQUIREMENTS:**

1. All students must be in compliance with the University Student Computer Policy, which took effect Summer B, 1998.
2. All students must have access to a computer to allow them to complete all coursework and general curricular requirements within their designated program and to receive academic-related e-mail in the College of Public Health and Health Professions. Students may acquire access through the most appropriate option to match their individual circumstances. These include, but are not limited to, computer purchase, lease, loan, etc.
3. All students must have access to a computer with the following capabilities:
  - a. Computer accessibility to the World Wide Web
  - b. Windows Operating Environment
  - c. Minimum system resources to run all required applications
  - d. A basic word processing software package
4. In addition to the general College computer capabilities, the following programs have additional requirements as noted below:
  - a. Health Science/Rehabilitative Services – Microsoft Word and Powerpoint
  - b. Clinical and Health Psychology: Database management capabilities; statistical package software, such as SPSS or SAS
  - c. Health Services Administration: Spreadsheet and presentation applications capabilities
  - d. Occupational Therapy: (graduate students only) Basic statistical software package
  - e. Rehabilitation Counseling: (graduate students only) DOT Lookup II or equivalent

- f. Communicative Disorders: Spreadsheet capabilities.
- g. Public Health: Windows 98; Office 97 or higher; spreadsheet capabilities
- h. Rehabilitation Science: Database management capabilities; statistical package software, such as SPSS or SAS

(**Note:** If one of your programs was not specifically cited, there are no additional requirements beyond the college computer capabilities already listed.)

- 5. Students are responsible for knowing how to operate the computer system they choose and the software packages required.
- 6. Students are responsible for any repair necessary to their computers and are expected to complete assignments in a timely manner regardless of the state of repair of their individual computer systems.
- 7. It is likely that over the course of a student's program, computer upgrades will be necessary. Students are responsible for upgrades required for curriculum completion.
- 8. Individual coursework may require additional specialized software not already delineated. In this case, it is the faculty member's responsibility to insure the software requirements are clearly delineated on the particular class syllabus. Students are then responsible for acquiring the specialized software necessary to complete specific course requirements.
- 9. Students are responsible for providing faculty with appropriate hard copies of materials generated via computer technology if required as part of the course assignment. Students are responsible for the cost of printing these materials.
- 10. Similar to non-computer based assignments, all work completed by students on the computer must be the student's own original work. Students may not receive assistance in completing computer-based assignments unless specifically allowed as part of that assignment. Copying material from others, such as scanning in others' material, copying others' files or discs, and/or downloading material from other sources, and claiming it as the student's own work is strictly prohibited.

## **COLLEGE OF PUBLIC HEALTH AND HEALTH PROFESSIONS POLICY**

**POLICY NAME:** Use of College and Common HPNP Space for Student Activities

**PURPOSE:** To provide clear guidelines and delineate responsibilities for determining use of College-related space for student activities

**EFFECTIVE DATE:** October 29, 1997

**REVISION DATE:** June, 2004

### **PROCEDURE:**

1. College space, if available, can be used by students for student activities specifically related to the College or the discipline of interest. These include activities of the College Council, the HSSO, and student professional organizations, such as SOTA, SPTA, the University Rehabilitation Association, and the Alpha Eta Society. College space may also be used for student activities not affiliated with a student organization as long as the activities are related to the College or discipline of interest. College space may not be used for student activities unrelated to Public Health and Health Professions or the specific discipline of interest.
2. The Department Chair or his/her designee is responsible for managing all student space usage requests associated with the Chair's departmental space and the ground floor of the HPNP Complex and for ensuring appropriate management of the space by the students. Any concerns regarding space usage should be resolved by the Chair, with input from the Associate Dean and Dean, if necessary. The Executive Associate Dean or his or her designee will oversee student space requests for the Dean's suite.
3. If it is unclear whether an activity is College related/supported, then the Chair should consult with the Executive Associate Dean and/or Dean.
4. It is the Chair's or his/her designee's responsibility to ensure students leading meetings understand their obligations in appropriate use of space. Issues to be reviewed with the student leader include, but are not limited to, permissibility of food and drinks, leaving lights on or off and doors locked or unlocked upon leaving, room cleanliness/care, use of available equipment such as Xerox machines, etc. If a Chair has evidence that a particular student or student group has not managed use of the space in a responsible manner, the Chair may withdraw permission for future use of departmental space by those students.
5. While every effort will be made to accommodate student requests for College-related meeting space, academic and college-wide events take priority in space assignments.

**COLLEGE OF PUBLIC HEALTH AND HEALTH PROFESSIONS  
ACKNOWLEDGEMENT**

By signing below, I acknowledge that I have read the Bachelor of Health Science Student Handbook. I agree to abide by all College and University Policies and Procedures while a student in the University of Florida College of Public Health and Health Professions.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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**Student Name (Printed)**

**Please check College Track:**

- Pre-OT Health Science**
- General Health Science**
- Rehabilitative Services**

**Please return this page along with a picture to the Dean's Office (Room 4101) by September 7, 2007.**

**Passport photo attached; name printed legibly on the back**