

WST 4941C Practicum in Health Disparities

Fall 2021



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Office Hours: Mondays, Wednesdays, and Fridays 10:00 – 11:00 a.m. (the office hours on Monday will be on [Zoom](#))

Practicum Dates: August 23-December 8

Practicum Time: 9-10 hours/week [120 hours total for the semester] plus online assignments

Course Description: This is a service-learning capstone experience for advanced undergraduates enrolled in the Health Disparities in Society minor. Students work in safety net clinics, non-profit health organizations and city, state and federal agencies work to increase access to care and health outcomes among underserved and disadvantaged populations. They explore relationships among power inequities, social disadvantage, and the intersections of privilege and oppression associated with race/ethnicity, language, gender identity, sexual orientation, SES, disability, and geography in creating health disparities.

Course Goals: This course is a pre-professional experience that provides opportunity to:

1. Observe the challenges and barriers to wellness encountered by populations at-risk for health disparities.
2. Understand the issues affecting agencies that work with underserved populations.
3. Develop skills, professionalism, and self-knowledge through practice and assignments.

Course Credits: 3

Course Prerequisites: WST 2322 Introduction to Health Disparities, senior status, and enrolled in Health Disparities in Society minor; or permission of instructor.

Course Time Requirements: You need to complete at least 120 hours at your practicum site. Additional assignments are on Canvas. There are no scheduled class meeting times; however, you will likely need to schedule set hours at your practicum site. Please discuss schedule requirements with your preceptor at the beginning of the term.

Required Materials: All assigned readings, course forms/records and evaluations are on Canvas.

Instructional Format: Experiential learning experience in community agencies with companion assignments on Canvas.

ASSIGNMENTS AND GRADES

SUMMARY OF GRADING ASSIGNMENTS AND PERCENTAGE POINTS

Assignment	Point value	Number of assignments	Total points accruable
Prerequisite trainings	2	5	10
120 hours at site, marked in 10-hour increments	5.66	12	67.92
Reflections	2	5	10
Discussion boards	2.04	2	4.08
Evaluations	2	4	8
Total			100

FINAL GRADE

At the end of the semester, final grades will be determined by the following formula:

94 and more points = A	80-83 points = B-	67-69 points = D+
90-93 points = A-	77-79 points = C+	64-66 points = D
87-89 points = B+	74-76 points = C	60-63 points = D-
84-86 points = B	70-73 points = C-	59 and fewer points = E

In cases where the number of points falls in between letter grades, points will be rounded to the nearest whole number.

IMPORTANT GRADE NOTE

A grade of C- will not qualify for credit toward a major, minor, Gen Ed, Gordon Rule or College Basic Distribution credit. For more information, see “Grades and Grading Policies” at <http://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

POLICIES

Attendance and Absence Policy: Attendance at the practicum site is mandatory (unless otherwise agreed upon with your preceptor) and students need to report as scheduled and on time. See the Undergraduate Catalog, <http://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies>.

Late Assignment Policy: The due date for *every assignment* is posted and visible from the first day of class. Assignments may be accepted after the posted due date when students meet the criteria for an *excused* absence. When submitted late and *unexcused*, one letter grade will be deducted for each late day. Students are responsible for meeting assignment due dates.

Course technology

All students are required to access course materials on Canvas via [e-learning](#). Additionally, I expect you to check your UF email daily for any updates I send out.

Netiquette and communication courtesy

All members of the class are expected to follow rules of common courtesy during, before, and after class, in all email messages, threaded discussions, and chats. Please carry these behaviors into communication with your preceptor and others at your practicum site as well.

UF Academic Integrity

This course will subscribe to the University of Florida Student Honor Code. A central part of the UF Honor Code is the Honor Pledge: *“The Honor Pledge: We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity by abiding by the Student Honor Code. On all work submitted for credit by Students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.”* Further information about the UF Honor Code and guidelines for Academic Honesty are here. In this course, plagiarism or cheating of any kind will not be tolerated and will result in failing the course and other disciplinary action. In all instances, you must do your own work. There is no excuse for plagiarism, or for submitting another's work, ideas, or wording as your own. This includes using direct quotes from online sources without citation or submitting a paper you bought but did not write. Ignorance is not an excuse. Please be aware that there are various anti-plagiarism techniques available for use by University of Florida faculty that enables faculty members to determine if research papers have been plagiarized. There is a difference between plagiarism and collaboration. Collaboration, for purposes of this class, is the act of discussing ideas with classmates, debating issues, and examining readings from the class together so that each of you arrives at your own independent thought. Collaboration in this class is encouraged.

Student conduct code and sexual harassment

This course also operates under UF's Student Conduct Code. The Student Conduct Code is a set of standards and regulations which describe the rights, privileges, and responsibilities for all currently enrolled students at the University of Florida. For more information, click here. UF provides an educational and working environment for its students, faculty, and staff that is free from sex discrimination and sexual harassment. For more information, see UF policies regarding harassment. Furthermore, in order to make this an effective course for everyone, all participants will be expected to meet the professional standards of integrity expected for members of the Center for Gender, Sexualities, and Women's Studies Research. This means I expect all participants to interact with peers “professionally,” meaning with honesty, ethical behavior, cultural sensitivity, teamwork, and effective communication. Additionally, I expect all course participants will fulfill work obligations in a thoughtful and timely way, and display collegiality and sensitivity to faculty and other students.

UF gender equity

The Office for Accessibility and Gender Equity provides support to anyone affected by sexual or gender-based misconduct, harassment, or discrimination. Please know that both your instructor and TA in this course are considered Officials with Authority who are required to report violations of the gender equity policy. “Title IX is a federal law that requires officials with the authority to take action, to report violations of the gender equity policy. Officials with authority must report these violations to the Title IX Coordinator or their deputies. The obligation to report applies whenever an Official with Authority receives, in the course and scope of employment, information about the alleged misconduct and policy violation. The report must include all information known to the employee which would be relevant to an investigation or redress of the incident, including whether the alleged victim has expressed a desire for confidentiality.” For further information, including how to make a report, click here.

Below are some specialist support services. You might not need them, but you might know someone who does. For specialist support in the aftermath of sexual assault, the Office of Victim Services on campus offer confidential, free support 24 hours a day, 7 days a week.

Office of Victim Services

1515 Museum Road, (352) 392-5648 (Monday – Friday, 8:00 a.m. – 5:00 p.m.)
(352) 392-1111 (after business hours and on weekends)

Alachua County Victim Services & Rape Crisis Center 352-264-6760 Monday-Friday,
8:30AM - 5PM, some services available 24/7

Peaceful Paths Domestic Abuse Network 352-377-8255 (24-hour helpline)

Accommodations

The University of Florida is committed to providing equal educational access to students with disabilities. The Disability Resource Center (DRC) collaborates with campus partners to facilitate access and inclusion for Gators with disabilities. Students with disabilities requesting accommodations should first register with the UF Disability Resource Center (0001 Building 0020-Reid Hall, accessuf@dso.ufl.edu; Voice 352-392-8565; Fax, 352-392-8570) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester. Information for students from the DRC is available here. In this course, I am committed to providing equitable education access through reasonable accommodations as outlined in your accommodation letter. Please notify me within the first two weeks of class about any accommodations needed for the course. Late notification may cause the requested accommodation to be unavailable.

Community resources

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor are available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helpful resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1. Here are additional resources:

- Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or visit shcc.ufl.edu.
- UF Health Shands Emergency Room/Trauma Center: For immediate medical care in Gainesville, call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; ufhealth.org/emergency-room-trauma-center.

Extra course fees

There are no additional fees for this course.

Academic resources

The following are academic resources that may be helpful for completing this course:

- [E-learning technical support](#) - 352-392-4357 (select option 2) or email to Learning-support@ufl.edu. [Student help FAQs](#)
- [Library support](#) - Ask-a-librarian. Various ways to receive assistance with respect to using the libraries or finding resources
- [Teaching Center](#) - Broward Hall, (352) 392-2010 or 392-6420. Study skills workshops, study groups, and tutoring.
- [University Writing Studio](#) - 2215 Turlington Hall, (352) 846-1138, The [UF Writing Program](#) offers all UF students help in the ongoing process of becoming better writers. One-on-one tutoring, online tutoring, and workshops.
- [Career Connections Center](#) - 352-392-1601. Career assistance and counseling services.

Evaluations

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/> Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Elearning/Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>

Reading, writing, and study time

Because this is an experiential learning course, the bulk of your time will be spent doing work at the practicum site rather than attending course lectures. There are some reading and multiple writing assignments to help you reflect upon your practicum experience and integrate it with the rest of your traditional coursework from the HDS minor.

Practicum Time

- **Time Requirement:** This practicum is a graded, 3-credit service-learning capstone course with 120 total hours.
- **Time Records:** Upload a timesheet *every week*.

Incomplete Grade and Contract: Students unable to complete the required assignments and/or 120 practicum hours due to hardship, emergency or extenuating circumstances may elect to receive the grade of incomplete “I.” Notify the instructor as soon as you are aware that course completion is not possible. *Review carefully* the CLAS policy for awarding incomplete grades, <https://www.clas.ufl.edu/forms/incomplete-grade-policy-clas.pdf> and complete the **Incomplete Grade Contract** on Canvas. When the outstanding work is completed, the instructor will submit a **Change of Grade** form <https://www.clas.ufl.edu/forms/incomplete-grade-contract.pdf>. *Review carefully* UF’s policy on “I” grades, <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies> - the University allows only 150 days to complete outstanding work.

Background Check: Students assigned to agencies serving vulnerable populations (children, disability, HIV) will complete a Level 2 background check that includes fingerprinting. Many sites [SWAG/Library Partnership/Cone Park Library Resource Center, Center for Independent Living, Elder Options, Meridian Behavioral Health] will pay the associated cost. Ask about a background check when you interview with your preceptor. If your site requires a background check, *fill out the required forms and return them to your preceptor ASAP*. The Level 2 background check takes 6-8 weeks to complete and *you cannot start your practicum* until the results are received by your site.

Training: All students must complete the training described below by the posted due date:

1. **HIPAA Certificate:** HIPAA (Health Insurance Portability and Protection Act) for General Awareness <http://privacy.health.ufl.edu/training/hipaaPrivacy/instructions.shtml>. The training module *HIPAA for Research* can substitute for this requirement. Existing HIPAA certificates must not expire until AFTER the practicum’s last day. HIPAA ensures that students (1) understand the importance of patient confidentiality and (2) can protect privacy by identifying information that cannot be shared with others.
2. **FDOH HIV/AIDS 500 The Basics of HIV/AIDS Testing, Counseling and Linkage.** Register at <http://www.floridahealth.gov/diseases-and-conditions/aids/prevention/testing-counseling.html> for this no-cost, online course. A certificate is awarded upon course completion. Students assigned to sites where HIV/AIDS testing is part of the practicum experience will also complete the FDOH HIV/AIDS 501 course to be certified for providing HIV Testing, Counseling and Linkage. Your preceptor will tell you the dates and places where this course is offered and the fee will be waived for practicum students.
3. **Occupational Safety and Health Administration (OSHA)** safety training and online quiz. There is no charge for this training. Students must score at least 80% on the quiz.

- **OSHA Training for Healthcare Part 1:** <https://www.youtube.com/watch?v=e-PQiLegq3c>
- **OSHA Training Part 2:** <https://www.youtube.com/watch?v=a4tekyH8fyM>

WEEKLY SCHEDULE

Please note that all work is due by 11:59 p.m. on the date listed below. Most course work is due on Fridays.

Week	Date	Work Due
1	August 27	Time sheet 1 Discussion Board 1 Prerequisite Trainings (5) Reflections 1 and 2
2	September 3	Time sheet 2
3	September 10	Time sheet 3
4	September 17	Time sheet 4
5	September 24	Time sheet 5
6	October 1	Time sheet 6
7	October 8	Time sheet 7 Reflection 3 Midterm Site Evaluations (student and preceptor)
8	October 15	Time sheet 8
9	October 22	Time sheet 9
10	October 29	Time sheet 10 Reflection 4
11	November 5	Time sheet 11
12	November 12	Time sheet 12
13	November 19	Additional time sheet if needed Reflection 5
14	November 26	Additional time sheet if needed
15	December 3	Additional time sheet if needed Final Site Evaluations (student and preceptor) Discussion Board 2