Welcome to Your Master of Public Health (MPH) Applied Practice Experience (APE)

The information in this handbook will help you plan for an optimal Applied Practice Experience (APE). Read all information carefully and follow the guidelines provided.

You will take two courses simultaneously in the last semester of your Master of Public Health (MPH) graduate degree program. These courses are the Integrative Learning Experience (ILE) (MPH-600 and MPH-601) and APE courses (MPH-650 and MPH-651).

Learning assessments and activities you have and will complete, during the APE as a result of your learning in the MPH degree program will contribute to the development of your ePortfolio. The ePortfolio provides evidence of your progress and development in achieving program outcomes and competencies. Review each ILE and APE course syllabus carefully and discuss milestones with your practicum preceptor and course faculty member to avoid missing deadlines and valuable learning opportunities. Each student will email a copy of this handbook to your preceptor to ensure that you both understand course requirements. This handbook, as well as other forms and information, are available in your student portal.

Ideally, you will have the same supervising faculty member for all of the ILE and APE courses. This faculty member will guide the decisions and activities you engage in throughout your APE and as you work toward completing your MPH project. Enjoy your APE and take advantage of every opportunity to apply your new knowledge and skills.
APPLIED PRACTICE EXPERIENCE (APE) – GUIDELINES & PROCEDURES

GENERAL GUIDELINES

The Applied Practice Experience (APE) courses offer you an opportunity to apply newly developed skills and relate theoretical content to public health practice. These two courses (APE I, APE II) are taken concurrently with the Integrative Learning Experience (ILE) courses. This professional experiential learning process helps prepare you for a beginning level of public health practice. On a larger scale, the APE allows you to enhance skills in communication, teamwork, critical thinking and professionalism.

The Master of Public Health (MPH) APE hours are to be devoted to achievement of program outcomes and competencies. The final ePortfolio is evidence of your efforts and learning that has occurred during the course of the MPH degree program.

The APE must be conducted in a public health practice setting; academic settings are not appropriate as a project setting. A high-quality written product and presentation will be evidence of synthesis and learning achieved as a result of application and program outcomes presented in the ILE courses.

You are responsible for assisting in the identification of an appropriate applied practice site and preceptor. You must submit an APE Practicum Application to your Experiential Learning Coordinator (ELC) a minimum of 120 days prior to the beginning of the first APE practicum course. To discuss the viability of possible placements, contact the APE manager at mphfieldsupport@chamberlain.edu. It is best if you can select an APE practicum site that is close to your residence and community.

You must assist in identifying a preceptor for the APE before enrolling in the ILE and APE courses. Although having the same preceptor for all ILE and APE courses is not required, it is highly encouraged as this promotes continuity of learning and the development of a professional and collegial relationship.

Preceptor qualifications are listed on page 4 of this handbook.

At the beginning of each APE course, you will collaborate with your course faculty to review the course outcomes. You will develop a learning agreement with your preceptor and faculty mentor to outline activities and goals for your APE. During the APE course, you will meet with your preceptor(s) about course requirements and course outcomes.

You are also responsible for developing a reflective APE journal to include accurate reflections on activities and attainment of course outcomes. APE faculty are responsible for evaluating your performance and all associated assignments completed during the courses.

You are responsible for making travel arrangements and paying for all related applied practice expenses.

You are responsible for completing approximately 120 hours per APE eight-week session in the approved setting.

Your hours will be arranged in conjunction with the APE site and the preceptor. Chamberlain allows flexibility in scheduling these hours. The requirement may be met with full days, partial days or consecutive days, as agreed upon with the preceptor.

The MPH APE hour log must be submitted and included in your ePortfolio, through your course management system. Documentation must demonstrate activities related to course outcomes.

You may be able to complete your APE course requirements at your place of employment, if your place of employment is a public health practice setting. Hours completed at your place of employment that count toward APE course hours must contribute to achievement of the goals and work of the precepting organization. If conducting the APE in your workplace, the preceptor cannot be an immediate supervisor.

Some activities in each APE course may consist of:
- Planning and preparation for the MPH project
- Participation in research/intervention activities related to an identified public health problem
- Preparation for and attendance at professional meetings that support the achievement of the APE course outcomes
- Meeting with preceptor and/or site orientation
- Activities related to the MPH degree program and course outcomes and competencies

All hours must be documented in the MPH APE Hours Log. APE hours do not include travel. Travel time to and from the APE site and time spent working on the APE ePortfolio documentation may not be counted towards the accumulation of approved practicum hours.
STUDENT & PRECEPTOR – ELIGIBILITY FOR APPLIED PRACTICE EXPERIENCE (APE)

PREREQUISITE REQUIREMENTS FOR MASTER OF PUBLIC HEALTH (MPH) STUDENTS

All didactic core coursework must be completed before enrolling in the Master of Public Health (MPH) Integrative Learning Experience (ILE) and Applied Practice Experience (APE) courses. This includes all of the following MPH core courses:

MPH-500: Introduction to Public Health Systems, Organizations & Practice
MPH-501: Quantitative Methods for Public Health Practice
MPH-502: Epidemiology
MPH-503: Advocacy in Public Health Policy & Law
MPH-504: Cultural Competency & Global Public Health
MPH-505: Public Health Communication & Behavioral Health Theories
MPH-506: Environmental Health in Public Health
MPH-507: Public Health Program Planning & Evaluation
MPH-508: Leadership & Administration in Public Health
MPH-509: Community-Based Participatory Research

APPLIED PRACTICE EXPERIENCE (APE) SITE SELECTION

You should take a proactive role in finding an APE site that will ensure your success. You can begin the process by identifying a public health problem within the organization you have selected for your APE in collaboration with your course faculty and your preceptor.

You can then initiate the process of selecting a site that provides the best opportunity to promote learning. Your goals should be integrated and lead to the achievement of course outcomes and the development of experiential opportunities that will help you gain experience and skills relative to your public health generalist graduate degree.

LOCATION FOR APPLIED PRACTICE EXPERIENCE (APE)

You may use your networks and working relationships in the field to determine a location for completing the APE.

You may be able to conduct your APE hours at your work setting and be paid for your hours as long as your work setting is a public health practice setting and those hours relate to course outcomes or project planning implementation and evaluation.

If you need help, the APE manager can also help you explore opportunities in your area of interest and will help with the paperwork and formalizing the experience. The APE manager can be reached at mphfieldsupport@chamberlain.edu.

It is important to remember that the APE may give personnel in facilities the opportunity to observe you as a potential employee; you may consider employment goals in selecting a site as well.

You may want to think about the following questions while preparing for an APE:

- How do I hope to use my MPH degree in the future?
- What additional skills and/or knowledge will I need to meet my career goals?
- Where might I be able to learn to apply the skills and/or knowledge that I wish to obtain?
- Who might be best suited to assist me in obtaining the desired set of skills/knowledge that I need?

CRITERIA FOR SITE SELECTION

There are a wide range of organizations and agencies that can provide appropriate public health learning experiences for students. Examples include community-based organizations, local and state health departments, managed care organizations, consulting companies, industrial settings, hospitals, schools, federal agencies and international agencies.

The site must be an organization consistent with the focus of your ILE and APE (e.g., a public health agency (your local public health agency or state agency); a student health clinic at a college or university; a non-profit organization that focuses on a particular population (e.g., American Cancer Society); a federal agency that provides care/policy making for the federal population (e.g., CDC – Center for Disease Control) and/or a community outreach program of a hospital or clinic which focuses on a vulnerable population.

The site may be in the organization where you are currently employed. Direct all questions about site selection to the MPH APE manager. Contact information for the faculty and Experiential Learning Coordinator (ELC) will be located in the MPH Resources page, located within your course shell.
APPLIED PRACTICE EXPERIENCE (APE) SITE REQUIREMENTS

The APE site may have various requirements for you. It is your responsibility to ensure all site requirements are understood and completed prior to registering for the first ILE and APE courses. This may include, but is not limited to: HIPAA training or other requirements, background screening, physical examination, drug screening, proof of health insurance and current immunizations.

A written agreement between Chamberlain University and the APE site must be obtained. Chamberlain will provide the agreement unless the site requires its own. The process of completing site contracts can take several weeks. It is important that you identify any contractual requirements and assist in securing the correct information immediately after submitting the APE Practicum Application.

The application must be submitted at least 120 days prior to the start of the ILE/APE courses or prior to the start of any subsequent APE courses in which the APE site is changed. The ELC is available to assist with contractual agreement.

PRECEPTOR QUALIFICATIONS

The Master of Public Health (MPH) preceptor is an important member of your applied practice learning experience in the field and one who provides guidance throughout the Applied Practice Experiences (APE). You should carefully select a preceptor who has knowledge and expertise in your area of interest.

Once you have an idea about possible topic areas, public health issues, or APE sites, it is a good idea to contact several potential preceptors to discuss the possibility of a placement. When contacting preceptors, keep in mind that the situation is similar to pursuing a job; you should address the potential preceptor formally, include a brief resume’ with the communication and describe your interests in a concise statement.

MPH preceptors should ideally be MPH-prepared health professionals or other healthcare professionals with public health expertise in your area of interest. Individuals with relevant expertise in public health policy, ethics, leadership, health informatics, women and children health or other appropriate public health foci will be considered.

Your preceptor does not necessarily need to be employed by your APE site. However, if the preceptor is not employed at your site, you will need to have a contact on-site who supports your project and can provide assistance regarding knowledge of the organization and key stakeholders.

Depending on your learning needs, more than one preceptor may be used for a site. The use of multiple preceptors must be approved by and communicated to the faculty mentor and APE experiential learning coordinator. You must provide a Curriculum Vitae (CV) for each preceptor. Communicate with the preceptor for a given experience and also with the faculty instructor for the ILE and APE courses.

COMPLETED APPLIED PRACTICE EXPERIENCE (APE) APPLICATION

Once the site has been selected and preceptor(s) identified:

1. Complete and submit the APE Application at least 120 days prior to the beginning of enrollment in the ILE and APE courses and anytime there are any new sites used throughout the program.

2. Submit the preceptor’s qualifying information – a current resume or CV. If more than one preceptor will be used, submit a current resume or CV for each preceptor.

3. Complete the Preparing the Projects Proposal Form, responding to the five items related to APE and upload with your application on your student portal.

4. Submit the completed application and the preceptor’s information to the APE Experiential Learning Coordinator (ELC). The ELC will send the completed forms to the APE manager for approval. Once the APE manager has approved your APE site and preceptor, the ELC will initiate an affiliation agreement with the site.

5. Once approved, you will be able to register for the courses online. You may also be asked to fill out a Student Learning Agreement (SLA) with your preceptor providing a guide map to your experience(s) in the field.

A link to the application form can be found at the end of this handbook and on the Chamberlain Student Portal at my.chamberlain.edu.

COMPLETED STUDENT LEARNING AGREEMENT & OBJECTIVES

Specific objectives and responsibilities for you are to be outlined in the Student Learning Agreement (SLA) with input from the preceptor and the MPH course faculty. The SLA will be prepared and submitted at the start of the MPH-650 course and reaffirmed at the start of MPH-651, within the course learning management system. If at all possible, the ideal APE will be on a specific project or program. The experiences may entail working individually or with an interdisciplinary agency team on a public health problem or initiative.

Examples of APE may include:

- **Program Design and Implementation** – Work to develop and implement an agency program in areas such as health promotion or community intervention
- **Program Evaluation** – Conduct an evaluation of an agency program to determine effectiveness and outcomes
- **Community Assessment** – Assist in conducting a community health needs assessment
- **Community Health Planning** – Assist in various aspects of developing a community health improvement plan
- **Grant Proposals** – Contribute to the research, drafting and submission of a funding proposal
- **Public Health Policy** – Research and analyze public policy or develop an advocacy statement related to a public health issue
CHAMBERLAIN UNIVERSITY MPH APPLIED PRACTICE EXPERIENCE (APE) HANDBOOK

- **Applied Research** – Conduct research on a topic of mutual interest with the fieldwork site
- **Surveillance and Investigation** – Conduct surveillance and investigation of reportable diseases and other public health issues
- **Public Health Administration** – Conduct administrative reviews such as financial, policy changes, hospital administration, etc.

**ETHICAL BEHAVIOR**

You are expected to exhibit professional demeanor, behavior, appearance and communication at all times. You must comply with the policies in the Chamberlain University College of Health Professions Student Handbook, which can be found in the Chamberlain student portal. You must also agree to abide by all requirements, policies and procedures of the APE site.

**ROLES & RESPONSIBILITIES**

A successful Integrative Learning Experience (ILE) and Applied Practice Experience (APE) experience requires collaboration among course faculty, students, preceptors, APE Experiential Learning Coordinators (ELC) and the College. Students, faculty and preceptors must assure that APE hours are not misappropriated or falsely represented during the experience. Project and APE hours are intended to facilitate learning and must be focused on helping you achieve learning goals.

**RESPONSIBILITIES OF CHAMBERLAIN UNIVERSITY COLLEGE OF HEALTH PROFESSIONS FACULTY & STAFF**

1. Define competencies and program outcomes as a foundation for student learning goals in each APE practicum course.
2. Review and approve APE practicum site and preceptor for appropriateness for meeting student learning goals and course outcomes.
3. Suggest activities to enhance the educational experience.
4. Provide a faculty member to serve as instructor and facilitator.
5. Instruct students to abide by APE site policies, procedures and requirements.
6. Investigate and respond to complaints from the APE site, preceptor or student.
7. Maintain communication with student and preceptor during the APE courses – meeting with preceptor and student at least three times during the session.
8. Refrain from unlawful discrimination on the basis of gender, age, race, color, national origin, religion, sexual orientation, political affiliation or belief or disability.

9. Evaluate academic performance of students in the course.

**RESPONSIBILITIES OF MASTER OF PUBLIC HEALTH (MPH) APPLIED PRACTICE EXPERIENCE (APE) COURSE FACULTY**

1. During each ILE and APE course, the MPH course faculty will be available via email or telephone to provide support to you and your preceptor.
2. The role of the course faculty is a combination of facilitator, organizer, professional relations coordinator, role model, coach and advisor.
3. The course faculty member's responsibility is to maintain ongoing and effective communication throughout each experience. Regular contact will occur between the course faculty member, you and your preceptor.
4. The course faculty member is responsible for the final evaluation of your learning during each APE and ILE course.

**RESPONSIBILITIES OF THE APPLIED PRACTICE EXPERIENCE (APE) MANAGER**

1. The APE manager coordinates the APE experience for the student with the APE ELC.
2. The APE manager communicates regularly with all students to verify and vet their APE sites.
3. The APE manager communicates and problem solves on a weekly basis with the APE and ILE faculty to ensure that the APE process is successful.
4. The APE manager reports to the MPH program dean.

**RESPONSIBILITIES OF THE APPLIED PRACTICE EXPERIENCE (APE) EXPERIENTIAL LEARNING COORDINATOR (ELC)**

1. You will receive an introductory email from the ELC when you enroll in MPH-509. This email will contain instructions on general APE procedures and how to begin the applied practice organization/agency site selection process.
2. After the APE manager has approved your site and preceptor, the APE ELC will contact the requested site, identify required compliance documentation and initiate contract development for the site – if such a contract is needed.
3. Confirm your compliance with site requirements prior to the start of each APE course.
4. Contact the preceptor and provide the preceptor manual, APE handbook and contact information for your course faculty and ELC.
5. Facilitate the process of changing preceptor(s) when requested by you and approved by the faculty member.
RESPONSIBILITIES OF THE APPLIED PRACTICE EXPERIENCE (APE) PRECEPTOR

1. Collaborate with Chamberlain University faculty and MPH students to promote your success in the ILE/APE courses, including achievement of course objectives (student learning agreement) and creating a meaningful experiential learning experience for the student.

2. Orient MPH student with the APE site environment, policies and procedures.

3. Identify suitable experiential opportunities that align with the course outcomes and competencies.

4. Serve as mentor in professional development.

5. Provide supervision of public health practices and constructive feedback about performance in the APE.

6. Protect from disclosure all personal student-identifying information or records of your participation except as set forth by an agreement or required by law.

7. Refrain from unlawful discrimination on the basis of gender, age, race, color, national origin, religion, sexual orientation, political affiliation or belief or disability.

8. Provide feedback to Chamberlain and attend meetings with faculty as requested.

RESPONSIBILITIES OF THE STUDENT

1. Submit an Applied Practice Experience (APE) Practicum Application at least 120 days prior to the start of the first APE course, or prior to a change in the preceptor or site.

2. Obtain and submit required documents for preceptor(s).

3. Assist with completion of required agreements with the site.

4. Be familiar with all policies and procedures related to APE.

5. Meet deadline dates for all assignments and learning activities.

6. Demonstrate competence in APE assignments.

7. Abide by APE site rules and regulations.

8. Conduct oneself in a professional manner during the fieldwork practicum assignment.

9. Accept instruction from facility personnel as a learning opportunity.

10. Maintain communication with the Integrative Learning Experience (ILE) and APE course faculty.

11. Comply with all site requirements, which may include but are not limited to: proof of liability insurance, HIPAA training or other training requirements, background screening, physical examination, drug screening, proof of health insurance and current immunizations prior to starting the first APE course and per site requirements – these site compliance requirements are due 30 days prior to the practicum start.
12. Conduct formative evaluation of the APE and actively seek early resolution if learning goals are not being met.

13. Perform a self-evaluation on the APE.

14. Provide for and fund all travel arrangements and any associated expenses.

**ORIENTATION TO THE APPLIED PRACTICE EXPERIENCE (APE)**

General information and resources about the APE are available in your course shells tab in the Resources tab. The Resources tab also includes the APE description, forms and the logging tool. The APE manager holds a student town hall once a session to discuss the intricacies and processes related to the APE practicum.

**PRECEPTOR RECEIPT OF HANDBOOK**

Preceptors will receive an electronic copy of this handbook from the student. You may direct all questions about the APE to your APE manager coordinator at mphfieldsupport@chamberlain.edu.

**THE INTEGRATIVE LEARNING EXPERIENCE (ILE) CAPSTONE PRESENTATION**

**COURSE STRUCTURE**

The scope and sequence of your ILE and APE courses are developed so that you can apply all that you are learning from your MPH didactic courses to demonstrate your successful mastery of the MPH degree program outcomes and competencies. To this end, be sure to review the MPH degree program outcomes and program competencies outcomes for each APE course. If you have questions, contact your course faculty.

**MASTER OF PUBLIC HEALTH (MPH) PROGRAM OUTCOMES**

At the completion of the Chamberlain MPH degree program, the graduate will be able to:

1. Articulate the history and philosophy of the professional discipline of public health relative to its core values, concepts, functions and leadership roles.

2. Utilize quantitative methods and epidemiologic tools to assess, monitor and review the health status of populations and their related determinants of health and illness.

3. Apply evidence-based reasoning and health informatics approaches to the process of program planning, development, budgeting, management and evaluation in public health organizations and public health interventions to improve community health outcomes.

4. Specify approaches for assessing, preventing and controlling environmental hazards that pose risks to human health and safety.

5. Apply theoretical constructs of social change, health behavior and social justice in planning public health interventions.

6. Develop public health programs and strategies responsive to the diverse cultural values and traditions of the communities being served.

7. Practice systems thinking techniques and problem solving to understand and respond to the dynamic interactions among sectors, organizations and public health professionals in improving public health.

8. Demonstrate leadership abilities as effective collaborators and coordinators within and across organizations and as members of interdisciplinary and interprofessional teams.

9. Communicate public health messages to a variety of audiences using targeted written, mass media and electronic communication and social marketing.

10. Apply the ethical, legal, economic, political and regulatory dimensions of healthcare and public health policy to developing, evaluating and advocating for public health policies.

**MASTER OF PUBLIC HEALTH (MPH) PROGRAM COUNCIL ON EDUCATION IN PUBLIC HEALTH (CEPH) COMPETENCIES**

The Council on Education in Public Health (CEPH) published accreditation criteria for public health programs (November, 2016). As a result, the following Master of Public Health (MPH) competencies are incorporated into the Chamberlain MPH degree program curriculum and should be reviewed during your Integrative Learning Experience (ILE) capstone courses and your Applied Practice Experience (APE).

You have been completing a reflection at the end of every course and as a result, you have been building documentation to show evidence of your competence. You will need to address the CEPH competencies and the Chamberlain MPH degree program competencies in your ePortfolio as evidence of synthesis and beginning practice.

The Chamberlain University MPH degree program also has public health generalist competencies that must be addressed in your ePortfolio. These competencies are as follows:

**COUNCIL ON EDUCATION FOR PUBLIC HEALTH (CEPH) MASTER OF PUBLIC HEALTH (MPH) FOUNDATIONAL COMPETENCIES**

**Evidence-Based Approaches to Public Health**

- **C1:** Apply epidemiological methods to the breadth of settings and situations in public health practice
- **C2:** Select quantitative and qualitative data collection methods appropriate for a given public health context
- **C3:** Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate
• C4: Interpret results of data analysis for public health research, policy or practice

Public Health & Healthcare Systems
• C5: Compare the organization, structure and function of healthcare, public health and regulatory systems across national and international settings
• C6: Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels

Planning & Management to Promote Health
• C7: Assess population needs, assets and capacities that affect communities’ health
• C8: Apply awareness of cultural values and practices to the design or implementation of public health policies or programs
• C9: Design a population-based policy, program, project or intervention
• C10: Explain basic principles and tools of budget and resource management
• C11: Select methods to evaluate public health programs

Policy in Public Health
• C12: Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence
• C13: Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes
• C14: Advocate for political, social or economic policies and programs that will improve health in diverse populations
• C15: Evaluate policies for their impact on public health and health equity

Leadership
• C16: Apply principles of leadership, governance and management which include creating a vision, empowering others, fostering collaboration and guiding decision-making
• C17: Apply negotiation and mediation skills to address organizational or community challenges

Communication
• C18: Select communication strategies for different audiences and sectors
• C19: Communicate audience-appropriate public health content, both in writing and through oral presentation
• C20: Describe the importance of cultural competence in communicating public health content

InterProfessional Practice
• C21: Perform effectively on interprofessional teams

Systems Thinking
• C22: Apply systems thinking tools to a public health issue


APPLIED PRACTICE EXPERIENCE (APE) HOURS/LOGS
You will log Applied Practice Experience (APE) hours using the specified logging system, available in your course. This log is used to document your hours completed (running tally) during the APE. You will also have opportunity to develop a Reflection Log throughout the two APE sessions, in the course management system. Reflections should include progress achieved during the experience, challenges that were encountered and how they were addressed, what you learned about your experience at this agency and any insights regarding your public health engagement and impact. APE logs should be updated every week and submitted as directed, to the course management system.

If you do not complete the APE hour requirements as a part of the MPH-650/651 course requirements, you will be given an incomplete status and may be offered the opportunity to extend the course in order to complete it.

INTEGRATIVE LEARNING EXPERIENCE (ILE) HIGH-QUALITY WRITTEN PRODUCT & PRESENTATION
The Integrative Learning Experience (ILE) high-quality written product and presentation, provides you the opportunity to demonstrate and to share with peers a beginning expertise and knowledge of your generalist public health practice. You will present the findings/outcomes of your APE efforts in your final ILE presentation. The process serves as excellent preparation for future professional presentations, since podium and poster presentations are valued aspects of professional association and lifelong learning.

The following criteria apply:
• You are responsible for coordination of any participation and expenses required for the ILE presentation.
• Participation by the Master of Public Health (MPH) APE practicum preceptor and/or MPH project mentor is highly encouraged.
• You are expected to participate in all of the ILE presentation sessions for the course(s) in which you are enrolled.
• You should respond to all questions from colleagues regarding your ILE presentation.

The ILE presentation represents your high-quality written product as required by CEPH accreditors. The ILE high-quality written product is a graded assignment.
PROFESSIONAL EPORTFOLIO

Your final ePortfolio, which will be submitted at the conclusion of MPH-651, will be assessed against the degree program outcomes and competencies. Chamberlain University College of Health Professions will provide detailed information regarding how and when to submit your professional ePortfolio, with resources available on the Resources page of the online course management system. You must include evidence of at least two products created with the APE organization/site, as well as the APE hours logs and reflections. Additional guidelines will be presented in the course.

COURSE OVERVIEW

MPH-600: INTEGRATIVE LEARNING EXPERIENCE (ILE) I – TAKEN CONCURRENTLY WITH MPH-650

In this ILE course, you will apply your public health learning to a fieldwork experience and/or public health program project. A high-quality written product must be completed prior to graduation. The ILE high-quality written product is based on a non-thesis culminating MPH experience. It does, however, represent the high-quality written product as required by the Council on Education in Public Health (CEPH) accreditors. Application and synthesis of student-applied learning will be identified in affiliation with the MPH degree program outcomes/competencies.

MPH-650: APPLIED PRACTICE EXPERIENCE (APE) I – TAKEN CONCURRENTLY WITH MPH-600

During this applied practice experience course, you are expected to complete 120 contact hours of fieldwork experience at a designated public health organization and/or defined public health program. During this experience, you will apply public health competencies learned in the program.

MPH-601: INTEGRATIVE LEARNING EXPERIENCE (ILE) II – TAKEN CONCURRENTLY WITH MPH-651

In this second sequenced integrative learning experience course you will apply your public health learning to a fieldwork experience and/or public health program project. A report must be prepared and presented prior to graduation. The high-quality written product is based on a non-thesis culminating MPH experience. Application and synthesis of student-applied learning will be identified in affiliation with the MPH program outcomes/competencies.

The course culminates at the end of the second session with a high-quality written product and presentation of the identification of competencies learned during the applied practice experience. You will demonstrate your ability to synthesize content both orally and in writing with regard to the lessons you learned and applied during your experience or project working in a community or public health setting or on a public health program, an applied research project, or a quality assurance project.
MPH-651: APPLIED PRACTICE EXPERIENCE (APE) II – TAKEN CONCURRENTLY WITH MPH-601

During APE II, you will complete a second block of 120 contact hours of fieldwork experience (at the same site used in Session 1), during which you apply public health competencies and knowledge learned in the degree program. A total of 240 contact hours is required to complete the MPH degree program. The APE culminates with two products prepared for the agency/community.

MASTER OF PUBLIC HEALTH (MPH) APPLIED PRACTICE EXPERIENCE (APE) LOG GUIDELINES

PURPOSE

The purpose of the Applied Practice Experience (APE) Hours Log is to provide you an opportunity to document hours and skills learned and acquired through the MPH-650 and MPH-651 courses.

DUE DATE

During the APE courses, you will need to keep your APE log up to date since the course faculty will be checking the logs throughout each session and providing feedback.

REQUIREMENTS

APE field hours will be documented using the designated logging tool. You will receive specific directions regarding the designated logging tool during MPH-650.

1. You should log APE activities in the logging tool.

2. The APE log will be evaluated for number of hours completed and the use of appropriate and professional grammar as summarized in the directions and grading criteria/rubric. Follow the directions and grading criteria closely. Any questions about your log may be posted under the Q & A discussion topic.

3. You will identify the time in hours for each entry in the log. All APE hours are to be completed during weeks one through eight of the course and a minimum of 120 hours should be documented in the log submitted at the end of week eight.

Submission of all logs is required for completion of each APE course.
STUDENT CODE OF CONDUCT
The purpose of this code of conduct is to promote ethical standards and personal conduct of students in the Master of Public Health (MPH) degree program at Chamberlain University.

PROFESSIONAL ETHICS
Chamberlain University MPH students shall:
• Demonstrate Chamberlain Care®
• Show respect for a diversity of opinions, perspectives and cultures
• Accurately represent their work and acknowledge the contributions of others
• Understand the Chamberlain Student Code of Conduct
• Represent their profession and the MPH degree program
• Strive to incorporate and practice public health ideals in their daily lives

HONESTY & INTEGRITY
Chamberlain MPH students shall:
• Demonstrate honesty and integrity as shown by their actions in challenging themselves in academic pursuits
• Demonstrate honesty in research through accurate and honest interpretation of data, commitment to an unbiased interpretation of academic and professional endeavors
• Protect patient confidentiality and heed HIPPA regulations.
• Follow through and participate in group activities as assigned
• Understand where collaboration among students is and is not allowed
• Complete and turn in their own work
• Not plagiarize or cheat on assignments nor purposefully undermine the work of others
• Avoid conflicts of interest for the duration of their time in the degree program

In addition, as a public health professional, honesty and integrity also extends to personal behavior in life outside of the academic setting by realizing that students are representatives of the Chamberlain MPH degree program and the public health profession as a whole.

INTERPERSONAL RELATIONSHIPS
Chamberlain MPH students shall interact with peers, faculty, staff and those they encounter in their professional public health capacity in a manner that is respectful, considerate and professional. In addition, MPH students will facilitate the free and open exchange of ideas, offer constructive feedback and criticism and respect the rights of others who hold different opinions.

COMMITMENT TO LEARNING
Chamberlain MPH students shall:
• Recognize that the pursuit of knowledge is a continuous process
• Show commitment to learning by persevering
• Strive for academic excellence
• Pursue and incorporate all critique – both positive and negative – in the acquisition of knowledge in order to understand and respect the community in which they work

PROFESSIONAL APPEARANCE
Chamberlain MPH students shall:
• Represent the Chamberlain University MPH degree program by conveying a positive, professional appearance and by adhering to dress-code policies at their fieldwork practicum sites and at special events

Appearance includes a person’s dress, hygiene and appropriate etiquette for the environment.
Our Mission:
To educate, empower and embolden diverse healthcare professionals who advance the health of people, families, communities and nations.

THE MASTER OF PUBLIC HEALTH (MPH) APPLIED PRACTICE EXPERIENCE (APE) TOOLKIT

LITERATURE
- Academic Catalog
- Viewbook
- MPH Degree Program Curriculum Grid
- Academic Calendar
- MPH APE Preceptor Manual

FORMS & WORKSHEETS
- MPH APE Hours Log
- MPH Student Learning Agreement
- MPH Project Proposal

For more information, email mphfieldsupport@chamberlain.edu