

# 2009 Course Summary Sheet

## ■ Master of Health Management (PU83)

This document will assist you with the selection of your study program and completion of your enrolment. Other useful information can be found on the Student Services website [studentservices.qut.com](http://studentservices.qut.com) which can also be accessed via the Online Enrolment portlet.

**Location:** Kelvin Grove campus

**Course Duration:** 1.5 years full-time, 3 years part-time

**Total Credit Points:** 144

**Standard Credit Points/Full-time Semester:** 48

**Course Coordinator:** Dr Thomas Tenkate, Room O-D725, phone: 3138 5790, email: [t.tenkate@qut.edu.au](mailto:t.tenkate@qut.edu.au)  
(Initial enquiries should be directed to School of Public Health Student Centre, phone: 07 3138 5878, email: [sph.studentcentre@qut.edu.au](mailto:sph.studentcentre@qut.edu.au))

### Course structure:

Students elect between three options:

#### Option 1. Full Coursework (no project or thesis component)

Consists of four core units and eight advanced elective units. Elective units will normally be selected according to choice of a study area, or more than one stream where the 'no major' option is chosen.

#### Option 2. Coursework with a project component

Consists of four core units, six advanced elective units and one project unit (HLN703). Elective units will normally be selected according to choice of a major or stream of study.

#### Option 3. Coursework with a dissertation component

Full-time students in the program undertake a course work component in their first two semesters (full-time) or four semesters (part-time), followed by a dissertation component of one semester (or two semesters part-time). The course work component comprises of four core units and four advanced elective units. Elective units will normally be selected according to choice of a major or stream of study.

**Students undertaking the dissertation need to have their project approved by the dissertation committee and the QUT research ethics committee. Students should confirm the submission dates with the School of Public Health student centre or the course coordinator at least 6 months prior to the start of the semester in which they will commence enrolment in the dissertation.**

## IMPORTANT ENROLMENT INFORMATION

**Student Responsibility:** You are responsible for ensuring that your enrolment is completed correctly and that your enrolment status is accurate at all times. Students should attempt to follow the standard course progression as outlined in the Course Summary Sheet. You are expected to abide by the University's due dates when submitting enrolment or credit applications and should ensure that your address details are up to date. Failure to do any of the above may result in financial and academic penalties, and difficulties in unit selection.

**Commencing Students:** You are required to enrol as specified in the University's letter of offer in regards to your course, major, attendance mode and type, location and class codes.

**Overloads:** It is not expected that you should overload, i.e. undertake more credit points than the standard semester load (48 credit points or 4 units). Overloads are not permitted in the first semester of study without Course Coordinator approval. If your circumstances require you to overload you should be aware of possible course progression and timetable problems.

**Underloads:** It is not expected that you should underload, i.e. undertake less credit points than the standard semester load as outlined in this course summary sheet. If, however, your circumstances require you to undertake fewer units, you are permitted to underload by 12 credit points (1 unit). Note that taking an underload may lead to course progression and timetable problems.

**Attendance Mode and Class Code:** You are required to enrol in the attendance mode and type as specified in the University's letter of offer. It is your responsibility to ensure correct location and class codes are entered on your enrolment as incorrect or missing information may lead to enrolment difficulties.

Requests to change class code for specific units from internal to external (or vice versa) will only be considered if the unit is offered in that mode and the request is made prior to week 2 of semester. Late requests may result in long delays for posting of external note packages which may consequently affect assessment, and no special allowance for assessment extensions will be considered. If you are enrolling late in a unit via external mode, you should advise the unit coordinator. Only students officially enrolled in a unit in the external class code (EXT) will receive external note packages.

#### **Class Codes**

**INT** Classes are held at Kelvin Grove, Gardens Point or Carseldine campus

**EXT** The unit is offered externally via Teaching and Learning Support Services (TALSS)

#### **Location Codes**

**KG** Unit is taught on the Kelvin Grove campus

**GP** Unit is taught on the Gardens Point campus

**CA** Unit is taught on the Carseldine campus

**Timetabling of Units:** A clash-free timetable is guaranteed for the standard programs of study only. Students following a non-standard enrolment program may need to substitute units or take an underload as a result of timetabling clashes. **Note that part-time mode is a reference to credit points load and does not indicate attendance type (e.g. evening classes). You should note that units may be timetabled between 8am and 10pm Monday to Friday. Specific units may require attendance outside these times (e.g. weekends).**

**Prerequisite Units:** You are expected to complete prerequisite units as outlined in the Course Summary Sheet before proceeding to subsequent units.

**Change of Course/Major and Transfer Policy:** You must complete at least one semester of study in your course of offer before applying for an intra-faculty transfer to another Health Faculty course/major. You will be allowed to transfer to another Faculty of Health course only if you (a) meet the minimum entry requirements which applied for that course/major in the most recent admission period *and* (b) there is a quota place available.

**Advanced Standing Applications:** You should apply for advanced standing by the due date as delays may cause enrolment difficulties. You should enrol in the standard program until the success of any advanced standing application is known. You should seek advice from your Course Coordinator before altering your enrolment program after receiving advanced standing or exemptions.

***Important Note: Please ensure you select the correct teaching period, class and location code for all units you are enrolled in.***

<b>Full-time Course Structure</b>	<b>Location Code</b>	<b>Credit Points</b>	<b>Contact Hours</b>
<b>Year 1, Semester 1</b>			
PUN106 Population Health	KG	12	3
PUN640 Health Care Delivery and Reform	KG	12	3
Select 2 units from Study Area or unit options			
<b>Year 1, Semester 2</b>			
PUN210 Fundamentals of Health Management	KG	12	3
PUN632 Leadership in Health Management	KG	12	3
Select 2 units from Study Area or unit options			
<b>Year 2, Semester 1</b>			
Select 48 credit points from Study Area or unit options or dissertation			

**Part-time Course Structure****Year 1, Semester 1**

PUN106	Population Health	KG	12	3
PUN640	Health Care Delivery and Reform	KG	12	3

**Year 1, Semester 2**

PUN210	Fundamentals of Health Management	KG	12	3
PUN632	Leadership in Health Management	KG	12	3

**Year 2, Semester 1**

Select 2 units from Study Area or unit options

**Year 2, Semester 2**

Select 2 units from Study Area or unit options

**Year 3, Semester 1**

Select 2 units from Study Area or unit options or dissertation

**Year 3, Semester 2**

Select 2 units from Study Area or unit options or dissertation

		<b>Credit Points</b>	<b>Location Code</b>	<b>Class Code</b>	<b>Contact Hrs/Wk</b>	<b>Prerequisite Units</b>	<b>Sem of offer</b>
<b>PART A - Core Units</b>							
PUN106	Population Health	12	KG	INT/EXT	3		1
PUN210	Fundamentals of Health Management	12	KG	INT/EXT	3	PUN106, PUN640	2
PUN632	Leadership in Health Management	12	KG	INT/EXT	3	PUN106, PUN210, PUN640	2
PUN640	Health Care Delivery and Reform	12	KG	INT/EXT	3		1
<b>PART B – Study Areas</b>							
<b>Health Services Management</b>							
PUN211	Health Care Finance and Economics	12	KG	INT/EXT	3		1
PUN212	Understanding Health Information	12	KG	INT/EXT	3		1 (2010)
PUN213	Intro to Quality Management in Health	12	KG	INT/EXT	3		1 (2010)
LWN164	Health Care Law and Ethics	12	GP				
PUN688	International Health Policy & Management	12	KG	INT/EXT	3		2
<b>Health Technology</b>							
INN545	Introduction to Health Technology	12	GP	INT	3		1
INN545	Major Issues in Health Technology	12	GP	INT	3		2
<i>(INN545 &amp; INN546 are core units in this Study Area)</i>							
<i>To complete the Health Technology Study Area, choose 2 units from either the Management Stream or the Technology Stream</i>							
<b>-Health Technology- Management Stream</b>							
INN220	Business Analysis	12	GP	INT	3		1
INN321	Business Process Management	12	GP	INT	3		1
INN322	Information Systems Consulting	12	GP	INT	3		1
INN330	Information Management	12	GP	INT	3		1
INN500	IT Project Management	12	GP	INT	3		1 & 2
<b>Health Technology- Technology Stream</b>							
INN210	Database Systems	12	GP	INT	3		2
INN251	Networks	12	GP	INT	3		1 & 2
INN255	Security	12	GP	INT	3		1
INN271	The Web	12	GP	INT	3		1 & 2
<b>Risk Management</b>							
PUN418	Introduction to Financial Risk Management	12	KG	EXT			2
PUN001	Contemporary Risk Management	12	KG	INT/EXT	3		1
PUN008	Risk Assessment	12	KG	INT/EXT	3	Pre/Coreq: PUN001	1
PUN010	Implementing Risk Management	12	KG	EXT		PUN008	2
<b>Emergency and Disaster Management</b>							
PUN451	Introduction to Health Disaster Management	12	KG	INT/EXT	3		2
PUN452	Health Disaster Planning and Preparedness	12	KG	INT/EXT	3		2
PUN453	Health Disaster Response and Recovery	12	KG	INT/EXT	3		1 (2010)
PUN454	Health Leadership in Disaster Management	12	KG	INT/EXT	3		1 (2010)

<b>Part C- ADDITIONAL UNIT OPTIONS</b>		<b>Credit Points</b>	<b>Location Code</b>	<b>Class Code</b>	<b>Contact Hrs/Wk</b>	<b>Prerequisite Units</b>	<b>Sem of offer</b>
<b>Environmental Health</b>							
PUN363	Environmental Health Law	KG	INT/EXT	12	3		1
PUN467	Public Health Risk Assessment	KG	INT/EXT	12	3		2
<b>Occupational Health and Safety</b>							
PUN301	Occupational Health & Safety Law and Management	KG	INT/EXT	12	3		1
PUP415	Occupational Health	KG	INT/EXT	12	3		2
<b>Research Methods Electives</b>							
HLN405	Qualitative Research	KG/EX	INT/EXT	12	3		1 & 2
PUN105	Health Statistics	KG	INT/EXT	12	3		1
HLN706	Advanced Quantitative Research Methods (Prereq: HLN705 or PUN105)	KG	INT	12	4		2
HLN710	Fundamentals of Epidemiology and Research Design	KG	INT/EXT	12	4		1
<b>Research Unit Electives</b>							
HLN701	Independent Study ++	KG	INT/EXT	12			1, 2 & S
HLN703	Project A ++	KG	INT/EXT	24			1, 2 & S
HLN704	Project B ++	KG	INT/EXT	24		HLN703 & 96 cp	1, 2 & S
HLN708	Project ++	KG	INT/EXT	48		96 credit points	1, 2 & S
HLN700	Thesis (full-time) ++	KG	INT	48		96 credit points	1, 2 & S
HLN750-1	Thesis (part-time) ++	KG	INT	24		96 credit points	1, 2 & S
HLN750-2	Thesis (part-time) ++	KG	INT	24		HLN750-1	1, 2 & S

++ You must have an identified supervisor before enrolling in these units

\$ Students cannot enrol in this unit if they have previously completed the incompatible unit identified in brackets

## NON-HEALTH UNIT OPTIONS ◆

		<b>Location Code</b>	<b>Class Code</b>	<b>Credit Points</b>	<b>Sem of Offer</b>
<b>Accounting</b>					
AYN410	Business Law & Ethics	GP	INT	12	1 & 2
AYN416	Financial Accounting I	GP	INT	12	1 & 2
<b>Business/Management ***</b>					
MGN409	Introduction to Management	GP	INT	12	1 & 2
MGN412	People in Organisations	GP	INT	12	1
MGN421	Strategic Human Resource Management ( <i>CC's approval</i> )	GP	INT	12	2
MGN427	Human Resource Management	GP	INT	12	1 & 2
MGN505	Consulting and Change Management ( <i>CC's approval</i> )	GP	INT	12	1
<b>Legal &amp; Justice Studies</b>					
JSP154	Human Rights and Global Justice	KG	INT/EXT	12	2
<b>Philanthropy &amp; Non Profit Studies</b>					
GSN224	Corporate Philanthropy	GP	INT	12	2
GSN481	Philanthropic & Nonprofit Frameworks of Governance	GP	INT	6	6TP2 <sup>∞</sup>
<b>and</b> GSN482	Philanthropic & Nonprofit Economics	GP	INT	6	6TP3 <sup>∞</sup>
GSN483	Ethics for Philanthropic & Nonprofit Organisations	GP	INT	6	6TP2 <sup>∞</sup>
<b>and</b> GSN484	Management for Philanthropic & Nonprofit Organisations	GP	INT	6	6TP3 <sup>∞</sup>
GSN485	Legal Issues for Philanthropic & Nonprofit Organisations	GP	INT	6	6TP2 <sup>∞</sup>
<b>and</b> GSN486	Accounting Issues for Philanthropic & Nonprofit Organisations	GP	INT	6	6TP3 <sup>∞</sup>
<b>Advertising, Marketing &amp; Public Relations</b>					
AMN461	Corporate Media Strategy & Tactics	GP	INT	12	1 & 2
AMN462	Community Consultation and Engagement	GP	INT	12	2
AMN465	Public Relations Management	GP	INT	12	1 & 2
AMN467	Public Relations Campaigns	GP	INT	12	2

**International students** wishing to change courses should consult International Student Business Services.

- ◆ Students should check availability of units and delivery options with the relevant Faculty. No more than four (4) units can be taken from outside the Faculty of Health.

\*\*\*For further detail on Management units contact the Assistant School Administration Manager, School of Management 07 3138 2944.

<sup>∞</sup> for teaching period dates, the Brisbane Graduate School of Business (BGSB) calendars are available from their website at: [www.bgsb.qut.edu.au/](http://www.bgsb.qut.edu.au/)