Course Change Request  
Indiana University
Indianapolis Campus

Check Appropriate Boxes: Undergraduate credit [x]  Graduate credit [ ]  Professional credit [ ]

1. School/Division  Informatics
5. Current Title  Quantitative Methods and Research
6. Effective Semester/Year for changes listed below: Fall 2009

Type of Change Requested (Check appropriate boxes and indicate changes)

☐ 8. Change course number to: ___________________________ (must be cleared with University Enrollment Services)

☐ 9. Current course title: ____________________________________________________________

Change to: ____________________________________________________________

Recommended abbreviation (optional) ___________________________ (Limited to 32 Characters including spaces)

☐ 10. Current credit hours fixed at: ______ or variable from: __________________________

Change to credit hours fixed at: ______ or variable from: __________________________

☐ 11. Current lecture contact hours fixed at: ______ or variable from: __________________________

Change to lecture contact hours fixed at: ______ or variable from: __________________________

☐ 12. Current non-lecture contact hours fixed at: __________________________

Change to non-lecture contact hours fixed at: __________________________

☐ 13. Is this course currently graded with S-F (only) grades?  Yes [ ]  No [x]

Change to S-F (only) grading?  Yes [ ]  No [ ]

☐ 14. Does this course presently have variable title approval?  Yes [ ]  No [x]

Is variable title approval being requested?  Yes [ ]  No [ ]

☐ 15. Is this course being discontinued?  For all campuses [ ]  or for this campus only [ ]

☐ 16. Current course description

______________________________________________________________________________

______________________________________________________________________________

Change course description to (not to exceed 50 words)

______________________________________________________________________________

______________________________________________________________________________

17. Justification for change

New Course in the Future  Course included information related to cancer registry which will included in a

(Use additional paper if necessary)

☐ 18. Are the necessary reading materials currently available in the appropriate library?  [ ]

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be

overlap of this course with existing courses or areas of strong concern, with instructions that they send comments
directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus

consulted.

Submitted by:  

Date 10/19/08

Department Chairman/Division Director

Are the necessary reading materials currently available in the appropriate library?  [ ]

Dean  Date 10/8/08

Chancellor/Vis-Chancellor  Date

University Enrollment Services  Date

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining

four copies and attachments to the Campus Chancellor or Vice-President.
HIA-M 315 Quantitative Methods/Research
Fall Semester
IT 271 Informatics and Communications Technology Complex
Health Information Administration, School of Informatics

Instructor:
Office Address
Office Phone
Office Hours:
Email Address:

The Mission of IUPUI is to provide for its constituents excellence in
- Teaching and Learning
- Research, Scholarship, and Creative Activity
- Civic Engagement
With each of these core activities characterized by
- Collaboration within and across disciplines and with the community
- A commitment to ensuring diversity, and
- Pursuit of best practices

IUPUI's mission is derived from and aligned with the principal components – Communities of Learning, Responsibilities of Excellence, Accountability and Best Practices – of Indiana University's Strategic Directions Charter.

Statement of Values
IUPUI values the commitment of students to learning; of faculty to the highest standards of teaching, scholarship, and service; and of staff to the highest standards of service. IUPUI recognizes students as partners in learning. IUPUI values the opportunities afforded by its location in Indiana’s capital city and is committed to serving the needs of its community. Thus, IUPUI students, faculty, and staff are involved in the community; both to provide educational programs and patient care and to apply learning to community needs through service. As a leader in fostering collaborative relationships, IUPUI values collegiality, cooperation, creativity, innovation, and entrepreneurship as well as honesty, integrity, and support for open inquiry and dissemination of findings. IUPUI is committed to the personal and professional development of its students, faculty, and staff and to continuous improvement of its programs and services.

Software: Microsoft Word, Microsoft Excel
Course Description:
This course will outline the procedures associated with vital statistics in healthcare (birth/death certificates). The student will learn about the statistics associated with health care. The research portion will focus on data search and access techniques, national research policy-making, biomedical and health research investigation, and research protocol data management.

Course Outcomes:
Upon completion of this study the student should have a comprehensive understanding of:

1. Clinical research – including clinical trials and IRB. (II. A.4)
2. Methods to identify sources of statistical data within the hospital
3. Methods to facilitate retrieval, interpretation and presentation of data/information appropriate to user needs. (V.C.3)
4. Identifying the statistical reports requirements for licensing, accrediting and approving agencies (III. A)
5. Identifying the statistical needs of internal hospital users and the medical staff. (II.B.3)
6. Design and generation of administrative reports using appropriate software. (IV.C.4)
7. The role of the health information manager in ensuring the accuracy and reliability of statistical data generated by the Health Information Department.
8. The role of the health information manager in marketing the statistical data generated by the Health Information Department (III. A. 3, 5)
9. Evaluation of statistical reports generated by the Health Information Department and will be able to determine whether they meet internal and external reporting needs.
10. Managing, monitoring, and verifying an abstract as well as interpret clinical databases, indices and registries. (II.A.1)
11. The contribution to the development of networks, including intranet and Internet applications to facilitate public health applications.(IV.A.2)
12. Evaluating data collected for submission to a national comparative database.

Core Competencies:
1. Ability to quantitatively analyze data that are commonly utilized by the health information profession and in biomedical research support
2. Calculate incidence, prevalence and survival rates
3. Develop ability to work in a field that is constantly changing and evolving based on breakthroughs in scientific research.
4. Contribute to the advancement of knowledge through research.
5. Develop lifelong habits for scholarship.
Expectations/Guidelines/Policies:

Attendance
Students are expected to attend class at all times. In the event that a class must be missed due to illness or other unforeseeable circumstances, the student is expected to call 278-4113 before noon. An email to the instructor is advised. If there is no answer, a message is to be left on voicemail and the faculty will be notified of the situation. If prior arrangements are made with the instructor, it may be possible to make up some course work after an absence. Please notify the instructor through Oncourse when an absence or conflict will impact your completion of assignments. Since many students are Distance Education students, the student will be expected to verify their ability to view the lecture prior to noon on Friday of a given week. Problems can be rectified when the IT staff is available. They are not available on the weekends. Waiting until the weekend to see if the material is available will not be an excuse for late assignments. Makeup exams will be taken as soon as possible before or after the originally scheduled examination time at the discretion of the instructor. Some course work such as tours, guest lectures and quizzes cannot be made up under any circumstances. This class meets one time per week. Two unexcused absences in the course will result in a reduction of one letter grade for the course. Students are expected to be on time for class and participation in class discussions, including class critiques and all written papers is required. Students will complete all readings and class assignments. Homework assignments are to be done independently unless otherwise stated. We learn by doing and making mistakes, so if you do not understand something, please email the instructor through Oncourse.

Exams
Examinations will be taken at the scheduled time. Please refer to the syllabus for specific information. Arrangements for alternative dates must be made with the faculty responsible for the course. Examination grades will be reduced by one point for every calendar day falling between the scheduled examination date and the date the examination is taken unless prior arrangements are made with faculty.

Class Assignments:
Assignments will be posted on Oncourse in the Assignment Tab. This will include the due date and the grading scale. Assignment should be returned via the Assignment Tab.

Late Assignments
Late assignments will not be accepted. Any extension of a due date requires advance arrangements with the instructor. Please refer to the syllabus and Oncourse Assignments for a schedule of assignments.
Grades
Progress in the course will be reported on Oncourse. Check it for accuracy and report any discrepancies.

The grade scale is:
A+ 97-100       C+  82-84
A  93-96         C   80-81
A-  91-92        C-  78-79
B+  89-90        D+  77
B   88          D   76
B-  85 -87       D-  75
F  74 or less

Other Policies:
· All students are responsible for reading the Code of Student Rights, Responsibilities and Conduct of IUPUI.

· Policy on Plagiarism – Students are responsible for their own work. Evidence of plagiarism will result in a zero. The tests and quizzes will be in “open book” format. Students are expected to work independently during completion of this work. Evidence of sharing answers will result in a zero.

· Policy regarding children attending classes. Children are not permitted to attend class with parents, guardians, or childcare providers. This conduct has the effect of unreasonably interfering with an individual’s work or academic performance creating an offensive learning environment.

An “I” Incomplete will not be given unless extreme circumstances exist. An Incomplete will not be given for “bogged down” or “behind”. A student must have 75% of coursework and the incomplete form filed by assistant dean to the Student Services Office.