

School of Public Health

Syllabus and Course Information



UNIVERSITY OF MINNESOTA
Driven to DiscoverSM

PubH 6120-001

Injury Prevention in the Workplace, Community, and Home **Spring 2014**

Credits: 2 credits
Meeting Days: Mondays
Meeting Time: 1:25 PM – 3:20 PM
Meeting Place: Moost 2-530
Instructor: Susan Goodwin Gerberich, PhD, MSPH and guest faculty
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Environmental Health Sciences
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Office Hours: Arranged (contact in class, by email, or by telephone)

Assistant	Webmaster
Navneet Baidwan, PhD Student Occupational Injury Prevention Research Training (OIPRT) Program Division of Environmental Health Sciences School of Public Health, University of Minnesota Office: C309 Mayo Building 420 Delaware St. SE Minneapolis, MN 55455 Cell Phone: 651-361-0894 E-mail: baidw002@umn.edu	Joy Archibald, Webmaster Division of Environmental Health Sciences School of Public Health, University of Minnesota Office: 1260 Mayo Building 420 Delaware St. SE Minneapolis, MN 55455 Telephone: 612-626-1440 E-mail: archi009@umn.edu

I. Course Description

Injury Epidemiology: Analyses of major injury problems, affecting the public in the workplace, community, and home, using the epidemiologic model and conceptual framework; emphasis on strategies/program development for prevention and control. For students involved in the field of Occupational Health and Safety, this course provides a foundation essential to the development of programs for Occupational Injury Prevention and Control.

II. Course Prerequisites

Basic epidemiology course preferred but not required

III. Course Goals and Objectives

At the completion of this course (PubH 6-120), the student will be able to:

- A. identify major injury problems in the workplace, community, and home;
- B. analyze variables (exposures) related to injury problems using the epidemiologic model;
- C. develop strategies for prevention and control of selected injury problems, utilizing a comprehensive framework.

IV. Methods of Instruction and Work Expectations

Lectures; Participation by Students: Discussions/Completion of Paper/Website Project/Presentation

Class Attendance and Participation: Class attendance is a very important part of the learning process. Students are expected to attend all classes and do all required reading prior to the class to which it is assigned. If you are having difficulty understanding any of the lecture material, readings or class activities, please share this with one of the instructors as possible. Students are expected to actively and frequently participate in class discussion. If a student has a legitimate excuse for missing a class session, s/he should seek approval from the instructor prior to that class. Such excuses include, but are not necessarily limited to, verified illness, participation in athletic events or other group activities sponsored by the University, serious family emergencies, subpoenas, jury duty, military service, and religious observances. It is the responsibility of the student to notify the instructor of such circumstances as far in advance as possible to avoid loss of points toward class participation. Students are expected to arrive to class on time. The use of a computer or tablet is allowed but their use should contribute to your participation in class, not distract from it. Students are also expected to support the creation of a respectful environment that is conducive to learning and the safe expression of opinions.

Expected Effort: University of Minnesota policy states that work expectations per credit hour are fixed at a ratio of 1:3. That is, a single credit course assumes three hours of work per week including class attendance. So, a two-credit course such as this one assumes that you will work an average of six hours per week, including about two hours in class and four hours in outside study. The course had been designed with this expectation in mind; however, this is an average. Some weeks may require more time, other weeks less.

Meeting deadlines: Students are expected to complete assignments and exams thoughtfully and on time. All assignments are due at the beginning of class. Students who miss class for an excused absence may submit their assignments before the beginning of class that week.

Other expectations: Students can expect the instructor to facilitate student learning through classroom activities, lectures, constructive feedback on coursework and appointments with students. Students can expect to get out of class on time as long as students arrive to class on time and are ready to begin working at the scheduled start time. The instructor encourages constructive feedback about the course. In addition, students can expect timely responses to emails, usually within 24-48 hours.

Feedback on all assignments will be given within one-two weeks after the due date. The instructor will keep all final assignments through the fourth week of the next semester. Students are welcome to pick up their work or review their final examinations/assignments; please contact the instructor to make arrangements to do so.

V. Course Text and Readings

REQUIRED TEXT:

***TEXT:** Robertson, Leon S. *Injury Epidemiology: Research and Control Strategies*, Third Edition, New York: Oxford University Press, 2007. *This text contains major concepts and theories that are critical to the study of injury and relevant control of this major public health problem.* **Purchase in the Coffman Bookstore, Ground Floor; copy on reserve in Biomedical Library.**

REQUIRED READINGS:

* **Required readings are noted below. These readings, in addition to required text chapters, with associated dates for completion, are included on the following pages:**

Readings:

Required Due Date

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- Robertson, Chapter 1, Injury and the Role of Epidemiology
 - Robertson, Chapter 2, Energy Characteristics and Control Strategies
 - Wigglesworth, Eric C. The fault doctrine and injury control, Journal of Trauma.18(12): 789-794, 1978. http://tc.liblink.umn.edu/sfx_local?sid=Entrez:PubMed&id=pmid:366162
 - Haddon, William, Jr. Advances in the epidemiology of injuries as a basis for public policy, Public Health Reports. September/October 1980. www.ncbi.nlm.nih.gov/pmc/articles/PMC1422748/pdf/pubhealthrep00127-0003.pdf (copy and paste address directly into your browser – get full pdf)
 - Rivara, Frederick P., Introduction: The scientific basis for injury control, Epidemiology Reviews 2003; 25: 20-23. <http://epirev.oxfordjournals.org/content/25/1/20.full> (copy and paste address directly into your browser – get full pdf)

February 3
(Gerberich)

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- Robertson, Chapter 3, Research Objectives and Usable Data
 - Robertson, Chapter 4, Injury Severity
 - Robertson, Chapter 5, Injury Statistics
 - Centers for Disease Control and Prevention. Traumatic Occupational Injuries, 2013 (general information/specific occupational injury topics and publications/data/research/prevention, etc.) <http://www.cdc.gov/niosh/injury/> (copy and paste address directly into your browser)

February 10
(Gerberich)

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- Robertson, Chapter 14, Evaluation of Post-Injury Treatment and Rehabilitation
 - Utterback and Schorr, Editors. Use of Workers' Compensation Data for Occupational Injury and Illness Prevention, DHHS, CDCP, NIOSH, DOL, BLS, Proceeding from September 2009 Workshop, May 2010, Revised August 2010 (2010-152-3.pdf) [**Scan only for content and for use as a resource**] www.cdc.gov/niosh/docs/2010-152/pdfs/2010-152.pdf
 - Utterback and Schorr, Editors. Use of Workers' Compensation Data for Occupational Safety and Health: Proceeding from, DHHS, CDCP, NIOSH, Proceedings from June 2012 Workshop, NIOSH Publication Number 2013-147, May 2013. [**Scan only for content and for use as a resource**] <http://www.cdc.gov/NIOSH/docs/2013-147/pdfs/2013%E2%80%93147.pdf>
 - National Safety Council. The Cold Truth about Hidden Costs: Worker's Comp is Just the Tip of the Iceberg Injury Facts, 2013 Edition, Itasca, IL: National Safety Council.

February 17

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- Robertson, Chapter 15, Injury Epidemiology and Economics
 - Wikipedia, Structural Integrity and Failure (Last modified, December 2013) http://en.wikipedia.org/wiki/Structural_integrity_and_failure

February 24

(Olmstead / W. Gerberich)

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- Robertson, Chapter 13, Evaluation of Agent, Vehicle, and Environmental Modifications
 - Peek-Asa and Zwerling: Role of environmental interventions in injury control and prevention, Epidemiology Reviews, 25: 77-89, 2003.
_ [scroll down to authors' names – *get full pdf*]
 - National Institute for Occupational Safety and Health Research and Practice for Fall Injury Control in the Workplace: Proceedings of International Conference on Fall Prevention and Protection Research DHHS (NIOSH) Publication No. 2012-103 November 2011
<http://www.cdc.gov/niosh/docs/2012-103/> [Obtain pdf: Download Report – FYI - Scan only:]

March 3

(Gerberich)

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- McGuire A. and others: advocacy regarding fire prevention; this reference provides a concise and informative synopsis: http://en.wikipedia.org/wiki/Fire_safe_cigarette (last modified, January 11, 2014)
 - Runyan CW, Bangdiwala SI, Linzer MA, Sacks JJ, and Butts J. Risk factors for fatal residential fires, The New England Journal of Medicine 327(12):859-863, 1992.
<http://www.nejm.org/doi/pdf/10.1056/NEJM199209173271207> (pdf via U of MN Library)

March 10

(Gerberich)

SPRING BREAK

March 17

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- Robertson, Chapter 6, National Injury Surveillance
 - Robertson, Chapter 7, Local Injury Surveillance
 - Horan, John M. and Mallonee S, Injury surveillance, Epidemiologic Reviews. 2003; 25: 24-42 - *get full pdf*: <http://epirev.oxfordjournals.org/content/25/1/24.full>
 - Consumer Product Safety Commission National Electronic Injury Surveillance System (NEISS) CPSC Document #3002 **Information on a unique data set that can be accessed for research use** <http://www.cpsc.gov/cpsc/pub/pubs/3002.html>

March 24
(Roessler)

- Robertson, Chapter 8, The Use and Abuse of Causal Analysis
- Robertson, Chapter 9, Research Designs and Data Analysis
- Workplace Violence
<http://www.osha.gov/SLTC/workplaceviolence/index.html>
- Gerberich, Nachreiner, Ryan, Church, McGovern, Geisser, Watt, Feda, Pinder, Sage. Violence against educators: a population-based study. Journal of Occupational and Environmental Medicine 53(3):294-302, 2011. *Erratum* Journal of Occupational and Environmental Medicine 2011;53(5):585.
- Rivara: Evaluating the effect of an injury prevention intervention in a population, American Journal of Preventive Medicine 34(4S):148-152, 2008.

March 31
(Gerberich)

- Doll, Bartenfeld, and Binder: Evaluation of interventions designed to prevent and control injuries, Epidemiology Reviews 25:51-59, 2003.
- Paulson, Gerberich, Alexander, Ryan, Renier, Zhang, French, Masten, Carlson: Fall-related injuries among agricultural household members: Regional Rural Injury Study II (RRIS-II), Journal of Occupational and Environmental Medicine 48(9):959-968, 2006.
- CDC/NIOSH: Agricultural Safety <http://www.cdc.gov/niosh/topics/aginjury/> (Updated May 2013)

April 7
(Gerberich/Van Beek)

-
- Robertson, Chapter 12, Evaluation of Laws and Rules Directed at Individual Behavior
 - Smith, Keyl, Hadley, Bartley, Tolbert, McKnight. Drinking and recreational boating fatalities: A population-based case-control study, JAMA 286(23): 2974-2980, 2001. *Get full pdf:* <http://jama.ama-assn.org/cgi/content/full/286/23/2974>
 - Water-Related Injuries: Fact Sheet
<http://www.cdc.gov/HomeandRecreationalSafety/Water-Safety/waterinjuries-factsheet.html> (Updated November 2012)
 - 2012 Recreational Boating Statistics, COMDTPUB, Us Department of Homeland Security, US Coast Guard, Office of Auxiliary and Boating Safety <http://www.uscgboating.org/assets/1/News/2012ReportR2.pdf> (May 2013)
[Scan only]

April 14
(Sage)

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- Robertson, Chapter 10, Human Factors
 - Robertson, Chapter 11, Evaluation of Programs to Change Human Factors Voluntarily
 - Human Factors and Ergonomics:
http://en.wikipedia.org/wiki/Human_factors_and_ergonomics (last modified January 14, 2014)
 - Basic Ergonomics
<http://actrav.itcilo.org/actrav-english/telearn/osh/ergo/ergonomi.htm>
(copy and paste address directly into your browser)

April 21
(Drucker)

-
- Shephard, Can we afford to exercise, given current injury rates? Injury Prevention 2003;9:99-100 - *get full pdf:* (2 pages)
<http://www.ncbi.nlm.nih.gov/pmc/articles/PMC1730963/?tool=pubmed>
 - Marshall and Guskiewicz, Sports and recreational injury: The hidden cost of a healthy lifestyle. Injury Prevention 2003; 9(2):100-102 – *get full pdf (combined with above pdf)*
<http://injuryprevention.bmj.com/content/9/2/100.full> (2 pages)
 - Centers for Disease Control and Prevention. Nonfatal traumatic brain injuries related to sports and recreation activities among persons aged ≤19 years --- United States, 2001—2009, MMWR, October 2011.
<http://www.cdc.gov/mmwr/preview/mmwrhtml/mm6039a1.htm>
 - Gerberich, Priest, Boen, Straub, Maxwell. Concussion incidences and severity in secondary school varsity football players, American Journal of Public Health 73(12):1370-1375, 1983 – *get full pdf:*
<http://ajph.aphapublications.org/cgi/reprint/73/12/1370?view=long&pmid=6638230>

April 28
(Gerberich)

-
- Robertson, Chapter 16, Summation of Principles
 - Review Readings, Course Presentations and Notes/Student Presentations

May 5
(Gerberich)
(Students)

VI. Course Outline/Weekly Schedule

NOTE: The following lectures *provide content that facilitate analysis of injury problems and development of strategies for prevention and control.* Using a *conceptual approach* that incorporates examples of injury problems, programs that consider the worker and others can be developed. Based on the model identified in *Injury in America*, a *multidisciplinary approach* that includes Epidemiology, Bioengineering, Acute Care, Rehabilitation and Health Promotion is included. Injury problems presented during this course serve as examples for *applying an epidemiologic approach and considering appropriate strategies* (e.g., engineering, education, legislation) for prevention and control.

SCHEDULE:

Day/Date	Topic	Faculty	Time (pm)
Monday January 27	Course Introduction Overview: Historical Perspective; Basic Theory, Epidemiological Approach; Injuries: A National Perspective	S. Gerberich	1:25 – 3:20
Monday February 3	Injuries: A National Perspective (continued): Variables of Injury Frequency, Severity, and Type; Sources and Quality of Data; Analysis/Strategies for Prevention - Considerations for Development of Occupational Injury Prevention/Safety Programs	S. Gerberich	1:25 – 3:20
Monday February 10	Injuries: A National Perspective (continued); Transportation Injuries Types of Studies-Interpretation; Data Quality Issues Due: Identification of Paper/Website Project	S. Gerberich	1:25 – 3:20
Monday February 17	Workers' Compensation: Implications for Prevention	Zaidman	1:25 – 3:20
Monday February 24	Corporate Safety: Considerations and Strategies for Maintaining a Safe Work Environment Material and Structural Failure: Potential for Injury (The Titanic and other examples)	Olmstead W. Gerberich	1:25 – 2:20 2:25 - 3:20
Monday March 3	Falls: An Example in Developing Strategies for Injury Prevention and Control	S. Gerberich	1:25 – 3:20

DUE: Comprehensive Outline Of Paper/Website Project

TAKE-HOME MIDTERM HANDED OUT

(Covers all material (– 03/03)

Monday March 10	Fire /Heat-Related Injuries (Why America Burns)	S. Gerberich	1:25 – 3:20
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DUE: TAKE-HOME MIDTERM

Monday
March 17

SPRING BREAK

Monday March 24	The Importance of Surveillance: Development of Injury Surveillance Systems	Roessler	1:25 – 3:20
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Monday March 31	Intentional Injuries	S. Gerberich	1:25 – 3:20
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Monday April 7	Identifying the Magnitude of the Problem and Associated Risk Factors – Agricultural Injuries	S. Gerberich	1:25 – 2:20
	Traumatic Injuries Incurred in the Farming Community: An Approach to Injury Prevention and Control	Van Beek	2:25 – 3:20

Due: Near-Final Draft of Paper/Website Project

Monday April 14	Watercraft Injuries/Drowning: Strategies for Prevention	Sage	1:25 – 3:20
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Monday April 21	Human Factors/Ergonomics and Injury Prevention	Drucker	1:25 – 3:20
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Monday April 28	Sports/Recreational Injuries	S. Gerberich	1:25 – 3:20
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Due: Final Paper/Website Project

Monday May 5	Student Presentations – Discussions of Papers/Website Projects	S. Gerberich/ Students	1:25 – 3:20
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FINAL EXAMINATION

FACULTY

Susan Goodwin Gerberich, Ph.D., M.S.P.H.

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VII. Evaluation and Grading

Enrollment options for this course include either the A/F or S/N grade base.

A/F

4.00 = A Represents achievement that is outstanding relative to course requirements

3.67 = A-

3.33 = B+

3.00 = B Represents achievement that is significantly above course requirements

2.67 = B-

2.33 = C+

2.00 = C Represents achievement that meets course requirements in every respect

1.67 = C-

1.33 = D+

D Represents achievement that fails to meet fully the course requirements but is worthy of credit

0 = F* Represents failure and signifies that the work was either completed but at a level of achievement not worthy of credit or was not completed and no agreement was made between the instructor and the student to award an Incomplete (I)

S/N

S = 2.00 or above

N* = below 2.00

Incomplete Grade

A grade of incomplete "I" shall be assigned at the discretion of the instructor when, due to extraordinary circumstances, the student was prevented from completing the work of the course on time. The assignment of an incomplete requires a written agreement between the instructor and student specifying the time and manner in which the student will complete the course requirements. In no event may any such written agreement allow a period of longer than one year to complete the course requirements; otherwise, an I will become an F. A link to the policy can be found at onestop.umn.edu

Course Grade Components:

Your grade in this course will be based on completion of the following assignments:

Midterm examination 25%

Final examination 25%

Paper/Website Project 25% Guidelines for paper/website project are identified below

Participation 25% Students are expected to be on time for class, attend all classes for the entire time allocated, and participate in discussions/presentation of paper/website project. NOTE that 10% of this participation grade will be associated with quizzes that will be given on random weeks within the first FIVE minutes of class time.

Required Paper/Website Project:

Guidelines:

1. **Select an injury problem related to the workplace, community, or home;**
2. **Identify the magnitude of the problem to the degree that it is known;**
3. **Discuss:** a) trends in related injuries and fatalities; b) the variables (exposures) potentially related to the injury problem/known risk factors; c) estimated costs of the injury problem; and d) factors that have limited progress in the reduction of injuries and fatalities pertinent to this problem.
4. **Utilize an epidemiological approach in developing strategies for prevention and control of the injury problem:** a) incorporate an injury-control options analysis using Haddon's matrix of pre-

event, event, and post-event phases (refer to Robertson); identify specific data and research needs; b) specify Haddon's Ten Strategies and identify the most appropriate corresponding strategies for the injury problem you have selected--based on your knowledge of the most successful approaches and/or approaches that you feel are warranted. Justify your position.

The paper/project will be evaluated for content including completeness of the discussion and analysis related to numbers 2-4. In addition, organization, grammatical construction, rhetoric, and appropriate use of references and resources will be considered in the total evaluation. Length/Format of Paper/Project: Approximately seven to ten pages (quality, not quantity, is important); typed; double-spaced/incorporated into website. Establish appropriate links for this project.

The student website projects:

For examples of **PubH 6-120, 2013 Website Projects**, go to:

<https://sites.google.com/a/umn.edu/pubh-6120-website-project-haaland/> Examining the Use and Effectiveness of Personal Flotation Devices on Commercial Fishing Rigs
<https://sites.google.com/a/umn.edu/recreational-downhill-injuries/?pli=1> Recreational downhill Injuries
<https://sites.google.com/site/sportsrelatedtbi/> Epidemiology, Prevention, and Control of TBI: Example, Sport-Related TBI in Adolescents
<https://sites.google.com/a/umn.edu/workplaceviolence/home> Workplace violence against nurses in the US
<http://blog.lib.umn.edu/njoku010/drugpoisoning/> Unintentional drug poisoning deaths

For examples of **PubH 6-120, 2012 Website Projects**, go to:

<http://blog.lib.umn.edu/ragha024/youthsuicide> Youth Suicide
<http://blog.lib.umn.edu/omond003/omond003@umn.edu/jani0028@umn.edu/01-table-of-content.html> Injury Prevention Regarding Electrical Injury in the Workplace
<http://blog.lib.umn.edu/huew0001/backinjuriesinnursing> [Back Injuries in Nursing](#)
<http://blog.lib.umn.edu/mali0196/stoveburstmalik> Stove Burst Injuries in South Asian Women
<http://blog.lib.umn.edu/olso1784/motorcycle> [Motorcycle Rider Fatalities](#)
http://blog.lib.umn.edu/spon0024/unintentional_drowning/01-introduction.html [Unintentional Drowning](#)

For examples of **PubH 6-120, 2011 Website Projects**, go to:

<http://blog.lib.umn.edu/ubl201/agsafety/> Grain Engulfment in Agricultural Operations
<http://friske.typepad.com/blog/2011/05/firefighter-safety-and-health.html> Firefighter Safety and Health
<http://blog.lib.umn.edu/stee0279/csaschools/> Child Sexual Abuse in K-12 Schools in the US
<http://blog.lib.umn.edu/muss0043/falls/> Workplace Safety and Health: Falls
<http://blog.lib.umn.edu/gapuz001/lowbackinjury/> Low Back Injuries in Inpatient Healthcare Facilities
<http://blog.lib.umn.edu/kadr0036/myblog/> Traumatic Brain Injury Associated with Motor Vehicle Injuries
<http://blog.lib.umn.edu/devag002/myblog/> Spinal Cord Injuries
<http://blog.lib.umn.edu/brigg096/oilandgasworkerdeaths/> Motor-vehicle-Related Fatalities in North Dakota Oil and Gas Industry Workers
<http://blog.lib.umn.edu/druck029/pubh6120/> Occupational Risks among Emergency Medical Service Providers

An example from the **PubH 6123 course (Violence Prevention...)** is shown at:

http://www.mcohs.umn.edu/news_and_events/news_articles/10_05_14_student_websites.html

Also, refer to:

http://www.sph.umn.edu/enhs/resources/blogs_images.asp

From this page you can **access copyright free images, view past student sites, and access the Uthink blog system to start your project site.**

Additional Resources: Refer to the **Inventory of National Injury Data Systems:**
<http://www.cdc.gov/ncipc/osp/InventoryInjuryDataSys.htm> (Fatal and Non-Fatal Injury Data)

Methods/Process:

This project will involve heterogeneous group efforts of two to four persons, negotiated with the instructor/teaching assistants, in concert with the relevant students; single-person projects may be negotiated, as appropriate. Each group will be responsible for assigning/completing responsibilities in an equitable manner; this includes all aspects of development and completion of the project and identification of a presenter(s) to provide a summary of the highlights/key findings of the project during informal presentation sessions at the end of the class. Each project will be allocated at least 10 minutes for this presentation. (For persons working with one or more persons, group members will be responsible for evaluating the group process, using a one-page, check-off form.)

Be creative in the examination of a specific problem, including local/current problems - as appropriate; utilize: existing peer-reviewed literature, via Medline, PubMed (National Library of Medicine) etc.; internet information; community-based resources; etc.

Grading of Paper/Website Project:

Content	75%
Organization, Grammatical Construction, and Rhetoric	10%
References/Resources	10%
Meet all deadlines for project	5% [Refer to course schedule]

At least ten (peer-reviewed) references should be cited (e.g., those accessed through Medline are peer-reviewed); utilize the PubMed Advanced Free Medline and various resources pertinent to injury on the internet, including linkages, as appropriate. If this is a problem, contact Dr. Gerberich. In addition you may utilize personal resources as necessary and cite accordingly (e.g., contact legislators relevant to the specific injury problem to facilitate development of a comprehensive program).

NOTE: All papers and take-home examinations must be typewritten.

Additional Resources:

Strunk, William, Jr. and White, E.B., *The Elements of Style*. New York: Pearson Longman, 2009, or other texts/literature pertinent to grammar/writing; *take advantage of grammar/spelling component of word processing program*. Apply American Journal of Public Health, American Journal of Epidemiology, or other journal format for reference citations. Citing references, using an alphabetical format, is typically the easiest; just be consistent.

Joy Archibald, Webmaster, Division of Environmental and Occupational Health (Telephone: 612-626-1440; E-mail: archi009@umn.edu) will meet with students to discuss and facilitate incorporation of a project onto a website.

Course Evaluation

The SPH collects student course evaluations electronically using a software system called CourseEval: www.sph.umn.edu/courseval. The system will send email notifications to students when they can access and complete their course evaluations. Students who complete their course evaluations promptly will be able to access their final grades just as soon as the faculty member renders the grade in SPHGrades: www.sph.umn.edu/grades. All students will have access to their final grades through OneStop two weeks after the last day of the semester regardless of whether they completed their course evaluation or not. Student feedback on course content and faculty teaching skills are an important means for improving our work. Please take the time to complete a course evaluation for each of the courses for which you are registered.

Incomplete Contracts

A grade of incomplete "I" shall be assigned at the discretion of the instructor when, due to extraordinary

circumstances (e.g., documented illness or hospitalization, death in family, etc.), the student was prevented from completing the work of the course on time. The assignment of an "I" requires that a contract be initiated and completed by the student before the last official day of class, and signed by both the student and instructor. If an incomplete is deemed appropriate by the instructor, the student in consultation with the instructor, will specify the time and manner in which the student will complete course requirements. Extension for completion of the work will not exceed one year (or earlier if designated by the student's college). For more information and to initiate an incomplete contract, students should go to SPHGrades at: www.sph.umn.edu/grades.

University of Minnesota Uniform Grading and Transcript Policy

A link to the policy can be found at onestop.umn.edu.

VIII. Other Course Information and Policies

Grade Option Change (if applicable)

For full-semester courses, students may change their grade option, if applicable, through the second week of the semester. Grade option change deadlines for other terms (i.e. summer and half-semester courses) can be found at onestop.umn.edu.

Course Withdrawal

Students should refer to the Refund and Drop/Add Deadlines for the particular term at onestop.umn.edu for information and deadlines for withdrawing from a course. As a courtesy, students should notify their instructor and, if applicable, advisor of their intent to withdraw. Students wishing to withdraw from a course after the noted final deadline for a particular term must contact the School of Public Health Office of Admissions and Student Resources at sph-ssc@umn.edu for further information.

Student Conduct Code

The University seeks an environment that promotes academic achievement and integrity, that is protective of free inquiry, and that serves the educational mission of the University. Similarly, the University seeks a community that is free from violence, threats, and intimidation; that is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests of the University; and that does not threaten the physical or mental health or safety of members of the University community. As a student at the University you are expected adhere to Board of Regents Policy: *Student Conduct Code*. To review the Student Conduct Code, please see: http://regents.umn.edu/sites/default/files/policies/Student_Conduct_Code.pdf.

Note that the conduct code specifically addresses disruptive classroom conduct, which means "engaging in behavior that substantially or repeatedly interrupts either the instructor's ability to teach or student learning. The classroom extends to any setting where a student is engaged in work toward academic credit or satisfaction of program-based requirements or related activities."

Use of Personal Electronic Devices in the Classroom

Using personal electronic devices in the classroom setting can hinder instruction and learning, not only for the student using the device but also for other students in the class. To this end, the University establishes the right of each faculty member to determine if and how personal electronic devices are allowed to be used in the classroom. For complete information, please reference: <http://policy.umn.edu/Policies/Education/Education/STUDENTRESP.html>.

Scholastic Dishonesty

You are expected to do your own academic work and cite sources as necessary. Failing to do so is scholastic dishonesty. Scholastic dishonesty means plagiarizing; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work; taking, acquiring, or using test materials without faculty permission; submitting false or incomplete records of academic achievement; acting alone or in cooperation with another to falsify records or to obtain dishonestly grades, honors, awards, or professional endorsement; altering, forging, or misusing a University academic record; or fabricating or falsifying data, research procedures, or data analysis. (Student Conduct Code: http://regents.umn.edu/sites/default/files/policies/Student_Conduct_Code.pdf) If it is determined that a

student has cheated, he or she may be given an "F" or an "N" for the course, and may face additional sanctions from the University. For additional information, please see:
<http://policy.umn.edu/Policies/Education/Education/INSTRUCTORRESP.html>.

The Office for Student Conduct and Academic Integrity has compiled a useful list of Frequently Asked Questions pertaining to scholastic dishonesty: <http://www1.umn.edu/oscai/integrity/student/index.html>. If you have additional questions, please clarify with your instructor for the course. Your instructor can respond to your specific questions regarding what would constitute scholastic dishonesty in the context of a particular class-e.g., whether collaboration on assignments is permitted, requirements and methods for citing sources, if electronic aids are permitted or prohibited during an exam.

Makeup Work for Legitimate Absences

Students will not be penalized for absence during the semester due to unavoidable or legitimate circumstances. Such circumstances include verified illness, participation in intercollegiate athletic events, subpoenas, jury duty, military service, bereavement, and religious observances. Such circumstances do not include voting in local, state, or national elections. For complete information, please see:
<http://policy.umn.edu/Policies/Education/Education/MAKEUPWORK.html>.

Appropriate Student Use of Class Notes and Course Materials

Taking notes is a means of recording information but more importantly of personally absorbing and integrating the educational experience. However, broadly disseminating class notes beyond the classroom community or accepting compensation for taking and distributing classroom notes undermines instructor interests in their intellectual work product while not substantially furthering instructor and student interests in effective learning. Such actions violate shared norms and standards of the academic community. For additional information, please see:
<http://policy.umn.edu/Policies/Education/Education/STUDENTRESP.html>.

Sexual Harassment

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or academic environment in any University activity or program. Such behavior is not acceptable in the University setting. For additional information, please consult Board of Regents Policy:
<http://regents.umn.edu/sites/default/files/policies/SexHarassment.pdf>

Equity, Diversity, Equal Opportunity, and Affirmative Action

The University will provide equal access to and opportunity in its programs and facilities, without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression. For more information, please consult Board of Regents Policy:
http://regents.umn.edu/sites/default/files/policies/Equity_Diversity_EO_AA.pdf.

Disability Accommodations

The University of Minnesota is committed to providing equitable access to learning opportunities for all students. Disability Services (DS) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations. If you have, or think you may have, a disability (e.g., mental health, attentional, learning, chronic health, sensory, or physical), please contact DS at 612-626-1333 to arrange a confidential discussion regarding equitable access and reasonable accommodations. If you are registered with DS and have a current letter requesting reasonable accommodations, please contact your instructor as early in the semester as possible to discuss how the accommodations will be applied in the course.

For more information, please see the DS website, <https://diversity.umn.edu/disability/>.

Mental Health and Stress Management

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. University of Minnesota services are available to assist you. You can learn more about the broad range of confidential mental health services available on campus via the Student Mental Health Website: <http://www.mentalhealth.umn.edu>.

Academic Freedom and Responsibility: *for courses that do not involve students in research*

Academic freedom is a cornerstone of the University. Within the scope and content of the course as defined by the instructor, it includes the freedom to discuss relevant matters in the classroom. Along with this freedom comes responsibility. Students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Students are free to take reasoned exception to the views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.* Reports of concerns about academic freedom are taken seriously, and there are individuals and offices available for help. Contact the instructor, the Department Chair, your adviser, the associate dean of the college, or the Vice Provost for Faculty and Academic Affairs in the Office of the Provost. [*Customize with names and contact information as appropriate for the course/college/campus.*]

- *Language adapted from the American Association of University Professors "Joint Statement on Rights and Freedoms of Students".*
- *Template update 9/2013*

REQUIRED TEXT AND READINGS

***TEXT:** Robertson, Leon S. Injury Epidemiology: Research and Control Strategies, Third Edition, New York: Oxford University Press, 2007. *This text contains major concepts and theories that are critical to the study of injury and relevant control of this major public health problem.* **Purchase in the Coffman Bookstore, Ground Floor; copy on reserve in Biomedical Library**

Refer to “Syllabus pages 2-5 for additional required readings

SUPPLEMENTARY TEXTS/READINGS – For your information and resource only – may also serve as a basis for identifying an injury problem to address

Note: In the following, articles from the classic as well as the more recent literature in the injury prevention and control field are identified.

Baker S, O'Neill B, Haddon W. Jr. The injury severity score: A method for describing patients with multiple injuries and evaluating emergency care, Journal of Trauma 14:187-196, 1974.

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