

**Doctorate in Public Health (DrPH)
Program in Community-Based and
Translational Research**

Handbook 2008-2009

**Department of Public Health Sciences,
Office of Public Health Studies
John A. Burns School of Medicine
University of Hawai`i at Mānoa**

Purpose of the Program

The purpose of the DrPH program in the Department of Public Health Sciences (DPHS) at the University of Hawai'i at Mānoa is to prepare students to lead programs and conduct independent investigations addressing public health topics relevant to the culturally diverse groups, with a special focus on those in the state of Hawai'i and the Asia-Pacific region. We focus on translational research¹, and we emphasize community-based participatory research² methodologies, reflecting our commitment to working in partnership with people and communities to recognize, quantify, and reduce health disparities.³

Goals of the Program

1. Provide students with a multidisciplinary perspective inherent in public health.
2. Prepare students for independent inquiry in public health, with a focus on translational and community-based participatory research that addresses issues of concern to culturally diverse groups, especially those in Hawai'i and the Asia-Pacific region.
3. Prepare students for leadership roles in evidence-based public health and health-disparity reduction.
4. Increase the number of professionals, especially in Hawai'i and the Pacific region, qualified to conduct independent public health research, to teach, and to lead the practice of public health.
5. Increase the number of doctorally trained public health practitioners from under-represented groups.

Need for the Program and fit with the University of Hawaii at Manoa

The DrPH is designed to be closely aligned with the mission and strategic plan of the University of Hawai'i at Mānoa. The DrPH addresses the core commitments of the University in research, educational effectiveness, social justice, and place. The DrPH will focus on translational community-based research, i.e., developing, testing, and improving interventions that reduce incidence, morbidity, and mortality, especially in communities that experience health status and

¹ Translational research is the investigation of how to successfully transform scientific discoveries arising from laboratory, clinical, or population studies into community applications to reduce incidence, morbidity, and mortality.

² Community-based participatory research (CBPR) in health is a collaborative approach to research that equitably involves community members and investigators in the research process and recognizes the unique strengths that each brings. CBPR begins with a research topic of importance to the community and has the aim of combining knowledge with action to achieve social change to improve health outcomes and reduce health disparities.

³ Health disparities refer to significant differences in the incidence, prevalence, mortality, burden of diseases and other adverse health conditions or outcomes that exist among specific population groups. For example, in the U.S., many immigrant and minority groups have higher prevalence of chronic diseases, less access to health care, and lower life expectancy than Caucasian Americans.

health access inequities. Emphasis is placed on community-based participatory methods that engage community members in research processes, which both increases the chance that interventions will be embraced by the community and that community members will gain knowledge, skills, and other benefits from the research. The curriculum focuses on developing public health leaders from Hawai'i, the Pacific, and Asia and supporting research relevant to the people and cultures of this region. In addition to learning to conduct research, students in the program are expected to publish their work in peer-review journals and present at national and international forums. All DrPH students will complete mentored teaching and research practica.

Competencies upon Graduation:

Upon successful completion of the program, DrPH graduates will be able to:

- Collaborate with community partners to identify and address public health issues
- Conduct an independent research to address community public health issues
- Present and publish research findings
- Advocate for public health issues
- Teach students
- Train public health workers
- Demonstrate expertise in the following areas:
 - Health disparities
 - Cultural competency
 - Evidence-based public health practice
 - Community-based participatory research
 - At least one other area of public health

The Faculty

The DrPH faculty includes well-known researchers who are funded by the National Institutes of Health, other units of the U.S. Department of Health and Human Services, and private foundations. All members have active programs of research, publishing, and presenting. Three have won university-wide teaching awards. A partial list of DrPH faculty includes:

Cheryl Albright, PhD, CRCH
Kathryn Braun, DrPH, CHES, DPHS
Andrew Grandinetti, PhD, MPH, DPHS
John Grove, PhD, DPHS
Eric Hurwitz, PhD, DPHS
Al Katz, MD, MPH, DPHS
Stefan Keller, PhD, DPHS
Hye-Ryeon Lee, PhD, Speech
Jay Maddock, PhD, DPHS

Claudio Nigg, PhD, DPHS
Rachel Novotny, Ph.D., CTAHR
Beth Pateman, PhD, MPH, COE
Kuulei Serna, PhD, Med, COE
James Spencer, PhD, COE
Angela Sy, PhD, MPH, DPHS
Van Ta, PhD, MPH, DPHS
Tomas Tamulus, PhD
Valerie Yontz, MSN, MPH, PhD, DPHS

Our Philosophy of Teaching

To encourage students in original and independent scientific thinking and public health practice, the faculty provides a balance of intensive guidance (e.g., through regular self-assessment and feedback) and freedom for own ideas and projects.

DrPH Program Governance

The chair of the DrPH Program must be a full member of the Graduate Faculty with a full-time appointment with the DPHS. The chair is appointed by the Director of the Office of Public Health Studies, in which DPHS is housed, in consultation with the DrPH faculty. The full DrPH faculty meets annually but the day-to-day work of the DrPH Chair is guided by the DrPH Program Committee, which includes the faculty members teaching the DrPH seminar courses, plus at least one other member of the DrPH faculty and two DrPH students. Students have an equal vote in committee decisions, but are excluded from discussions related to new admissions and individual student progress in the program.

Application Requirements

Education. All applicants must have either a master's degree in public health, or a graduate degree in an allied profession.

Scholarly capacity. Applicants must demonstrate scholarly capacity to meet the academic demands of a doctoral program.

Career goals. Applicants' interests and career goals should be compatible with the stated focus of the DrPH program.

Materials to be Submitted – Deadline April 1, 2008

Each applicant must submit the following:

1. A fully completed University of Hawai`i Graduate Admissions Application and fee (included as part of the application packet - but can be downloaded from the Graduate Division homepage <http://www.hawaii.edu/graduatestudies/>).
2. A fully completed Application for Admission to the DrPH Program in Public Health.
3. A personal statement addressing these 5 issues:
 - Reasons for pursuing a DrPH (career goals)
 - Reasons for pursuing a DrPH at the University of Hawai`i
 - Current knowledge about and experience with health disparities, translational research, and community-based participatory research
 - How your background, experience, and/or ideas will contribute to the program's diversity
 - Possible areas for dissertation research in health disparities, translational research, or community-based participatory research

4. Writing samples that demonstrate aptitude for scholarly writing, e.g., a literature review, a report of a needs assessment or evaluation project, a masters thesis, or a published article on a public health topic (not slide shows or case notes). If no examples of your academic or scholarly writing are currently available, please write a paper as though you would submit it for publication in a professional journal. Your writing sample should:
 - Demonstrate conceptual and analytic skills
 - Use appropriate and consistent citation and referencing format
 - Demonstrate writing ability
5. Two official transcripts from every college and university attended, even if the credits appear as transferred credits on your records at another institution, and regardless of the number of credits earned or the length of time attended. Official transcripts are original documents issued by the college or university that bear the actual signature of the registrar in ink, and the embossed seal or official stamp of the issuing institution. Request that the official transcript be sent directly to you in sealed envelopes with the registrar's signature stamped across the flap. Include the unopened envelopes with your other application materials. (Note: Applicants who received their MPH degrees from the University of Hawai'i may contact the Department of Public Health Studies at 808-956-8267 to determine if transcripts are on file.)
6. Three reference letters, preferable from persons who have a doctoral degree so that they are in a position to evaluate your ability to do scholarly work on a doctoral level. Have the person who writes the reference letter insert it in an envelope, seal the envelope, and sign his/her name across the back flap before giving it to you to submit with your application materials.
7. Test of English as a Foreign Language (TOEFL) scores are **required** of students who speak English as a second language.
8. GRE scores are **required** of applicants who attended institutions where English is the primary language or institutions where more than 25 percent of courses were graded in a nontraditional manner (i.e., anything other than letter grades). If you have been out of school for several years, it is advised that you take several GRE practice tests before sitting for this exam. For more information on testing services, contact the counseling and Student Development Center, Testing Office at testing@hawaii.edu or call 956-3454.

Because of the program's emphasis on reducing health disparities in Hawai'i and the Pacific, we particularly encourage applications from residents of Hawai'i and nations in the Pacific Basin, minority group members, and women. Applicants' statements of career goals and interests and reference letters will be evaluated to identify those whose experiences, interests, and goals fit best with the goals of the program and the expertise of the faculty.

All application materials must be submitted directly to the Graduate Admissions Office at the address listed below. For Fall 2008 admissions, the deadline for submission of materials is **April 1, 2008**.

University of Hawai'i at Mānoa
Graduate Admissions Office
2540 Maile Way, Spalding 354
Honolulu, HI 96822

For questions about the DrPH application process, please contact the Office of Graduate Student Academic Services, Department of Public Health Studies, University of Hawai'i, 1960 East-West Road, D-204, Honolulu, HI 96822, 808-956-8267, ogsas@hawaii.edu.

Course Work and Milestones

Prerequisites

Entering students who have not taken these MPH courses or equivalent will be required to take them prior to or concurrently with DrPH coursework:

- PH 600 Introduction to Public Health
- PH 663 Introduction to Epidemiology
- PH 655 Biostatistics I
- PH 623 Social Science in Public Health
- PH 649 Needs Assessment or PH 702 Research Methods in Health Promotion
- PH 765 Program Evaluation

DrPH Course Requirements

These 5 courses are restricted to DrPH students:

- PH 770 - DrPH Seminar on Health Disparities (2 credits; taken 4, for a total of 8 credits)
 - This seminar is offered twice a year with topics rotating every 2 years.
 - Topics will focus on (a) health disparities and social justice, (b) evidenced-based programming, (c) research methods for health disparities and research translation, and (d) advanced social policy.
 - Seminars will emphasize presentation and scholarly writing pertinent to professional development. Students will produce literature reviews, policy analyses, research and program proposals, testimony, abstracts, and slide shows.
- PH 771 - Teaching Practicum (3 credits)
 - Each DrPH student must take the lead in teaching a semester-long course, with assistance from a faculty member. The student will finalize the course syllabus, prepare and present lectures, lead discussions, and oversee and evaluate student progress. The goal of this rotation is to build students' skills in teaching and mentoring.

- PH 772 - Research Practicum (3 credits)
 - Each DrPH student must work with a mentor on a research project. Ideally, the mentor and DrPH student will identify an independent project that is related to the mentor's program of research. The goal of this rotation is to increase students' skills in conducting research, analyzing data, presenting findings, and writing for publication.
- PH 800 - Dissertation research (1 credit)
 - Each DrPH student designs, carries out, and writes up an independent research project. See "Dissertation Phase" below for more detail.

Other required courses are not restricted to DrPH students. These include:

- PH 672 - Cultural Competency (3 credits)
- PH 673 - Community-Based Participatory Research (3 credits)
- PH 656 - Biostatistics II (3 credits)
- Any department - Qualitative Research (3 credits)
- Any department - Multivariate and Quantitative Methods Using SPSS (3 credits)
- Any department – Other research methods and biostatistics courses (3-6 credits)
- Any department - Courses in the students' specialization area (6-9 credits)

Total Minimum Credits

For students entering with an MPH degree, the minimum number of credits for graduation is 39. For students entering without an MPH degree, the minimum number of credits is 39 plus the number of credits associated with missing prerequisites.

Part-Time Students

The program recognizes the benefit of having people who are employed while being engaged in doctoral studies and will endeavor to make courses available to part-time students. However, students must be enrolled in the DrPH program for at least 8 credit hours per semester during Phases I and II of their program (see "Milestones" below). Students who do not meet this requirement will be asked to seek an official leave of absence from the program.

Annual Review

Each February, students must complete a written report detailing their progress in the DrPH program and their plans for the upcoming year. These reports are presented to the DrPH Program Committee in March and April by the student's chair or interim advisor.

DrPH Program Portfolio

In addition to the DrPH Milestones described below (the Qualifying Paper and Exam, the Comprehensive Exam, the Dissertation, and the Final Exam), students will prepare a portfolio of scholarly products and achievements, which are direct outcomes of one or more specific classes (noted in parentheses). Each student's portfolio will include:

1. A paper that critically reviews the scholarly literature in the student's area of interest (DrPH seminar)
2. A paper that critically analyzes public health policy (DrPH seminar)
3. At least two pieces of written advocacy, including testimony written to be presented to the Hawai'i State Legislature, or national or international lawmaking body, and a letter to the editor or viewpoint submitted for a Hawai'i newspaper (DrPH seminar)
4. The syllabus and teaching evaluations from a public health class taught by the student (teaching practicum)
5. A proposal submitted with a community agency for a health-related program to a private or public funding source (DrPH seminar)
6. Presentation of a quantitative research project to a scientific meeting, preferably with community co-authors (DrPH seminar, research courses, research practicum)
7. Presentation of a qualitative research project to a scientific meeting, preferably with community co-authors (DrPH seminar, research courses, research practicum)
8. At least one manuscript of which the student is first author, preferably with community co-authors, submitted for peer-reviewed publication (DrPH seminar, research courses, research practicum)
9. For students entering without an MPH degree, a report of findings from a needs assessment and a written plan and tools for evaluating a health-related program.
10. Other academic and scholarly products (DrPH coursework and practica)

Milestones

I. Qualifying Phase

The student must successfully pass **both** milestones of this Phase (the Qualifying Paper and the Qualifying Exam) before proceeding. The Qualifying Phase is supervised by the student's interim advisor. In most cases, a student's interim advisor will be an instructor of one of the four required DrPH seminars.

1. Qualifying Paper.

The student may develop a comprehensive literature and policy review about a public health problem that has implications for health disparities. In the paper, the student must 1) present details on the problem (incidence, prevalence, determinants, impact) and how the problem impacts health disparities; 2) discuss programs and policies that address the problem (including evidence of their effectiveness); 3) propose a program and/or policy to address the public health problem and how the program and/ or policy will reduce health disparities, and 4) make recommendations for public health research and practice to reduce health disparities. This paper must be approved by your interim advisor and presented in an open forum.

OR

The student may write up a translational or community-based project in which he/she is engaged. Examples of such projects include the development and testing of culturally

relevant health promotion materials, implementation and adaptation of an evidenced-based program in a new community, or evaluation of a public health program. In the paper, the student must 1) state details on the problem (incidence, prevalence, determinants, impact) and its health disparities implications; 2) articulate the methods and community-based participatory approaches used in this research; 3) present findings from the research; and 4) discuss the implications of the finding for public health research and practice to reduce health disparities. This paper must be approved by your interim advisor and presented in an open forum.

2. Qualifying Exam. The student takes a Qualifying Exam that assures that he/she is knowledgeable about and able to apply concepts relevant to public health, health disparities, social justice, translational research, and community-based participatory research. Students who fail the exam, or part of the exam, will have the option of retaking the failed part of the exam.

Students who do not successfully complete the Qualifying Phase of the program will not be permitted to remain in the program. Students who successfully complete the Qualifying Phase are admitted to candidacy, and this is reported to the Graduate Division on Student Progress Form I, Advancement to Candidacy.

Full-time students (those taking 8 credits or more) entering with an MPH are expected to complete the requirements of the Qualifying Phase at the end of the first year in the program. Full-time students entering without an MPH are expected to complete the requirements of the Qualifying Phase by the end of the second year in the program.

At the end of the Qualifying Phase, the student selects a primary faculty advisor from Public Health to supervise the next phase of work. It is expected, but not required, that this faculty advisor will chair the student's dissertation committee.

II. Specialization and Practice Phase

In this Phase, the student completes all courses required by the DrPH program, at least 3 courses specifically relevant to his/her chosen area of dissertation research, and both a teaching and a research practicum. The Qualifying Phase is supervised by the student's primary faculty advisor. The student is expected to complete the requirements of the Specialization and Practice Phase within three or four semesters of successful completion of the Qualifying Phase.

Near the end of the Specialization and Practice Phase, the student selects a doctoral committee to supervise the last phase of work. The doctoral committee conducts the comprehensive examination and approves the dissertation research proposal and the dissertation itself. The doctoral committee must consist of at least five members of the Graduate Faculty of the University of Hawai'i. To form this committee, the student first seeks a graduate faculty member to serve as chair of the doctoral committee. The chair must be a full member of the Graduate Faculty and a full or cooperating faculty in the DPHS. The chair must not have any relationship with the student that could be interpreted as a conflict of interest and thus may jeopardize the integrity of the DrPH degree-granting process. Possible conflicts of interest should be disclosed by other committee members as well. The majority of committee members (e.g., three of five

members) must be from the approved DrPH faculty. At least one member must be from another field of study, and this “outside member” must be a full member of the Graduate Faculty. This information is provided to the chair of the DrPH program, who assures that the doctoral committee meets Graduate Division requirements.

III. Dissertation Phase

In this Phase, the student must complete a written comprehensive exam and a dissertation proposal. He/she must pass an oral comprehensive exam (which includes the defense of both the written comprehensive exam answers and the dissertation proposal) and the Final Exam (which includes the defense of the dissertation and a review of the portfolio). The completed and approved dissertation must be submitted to the University of Hawai`i Graduate Division. This Phase is supervised by the student’s Doctoral Committee.

1. Written Comprehensive Exam. The student takes a written exam that assures that he/she is knowledgeable about and able to apply concepts relevant to public health practice and research and to his/her area of specialization. This written examination is developed by the student’s Doctoral Committee. It contains a minimum of five essay questions (one from each faculty member) that the student has three, consecutive 8-hour days to complete.

2. Dissertation Proposal. The dissertation proposal outlines the research to be undertaken by the student. This document includes three chapters: 1) introduction to the problem, overview of the proposed research, and relevance to public health and health disparities (5+ pages); 2) review of the relevant literature (10+ pages); and 3) methods, including a plan for how the community will be consulted and involved in the research and how data and results will be shared (10+ pages).

3. Oral Comprehensive Exam. The student defends his/her written exam answers and dissertation proposal at the oral comprehensive exam during a meeting of his/her doctoral committee. Students who do not successfully pass the oral comprehensive exam will not be permitted to remain in the program.

Once the student successfully passes the oral comprehensive exam, which includes approval of the dissertation proposal, he/she seeks approval from the University of Hawai`i Committee on Human Studies (Institutional Review Board) for his/her research.

The chair of the DrPH program reports the results of the oral comprehensive examination and the IRB approval of the student’s research to the Graduate Division on Student Progress Form II, Advancement to Dissertation Stage. Students who pass the oral comprehensive exam are deemed ABD (All But Dissertation) and receive a certificate from the University of Hawai`i signifying so.

The student may then register for PH 800 Dissertation Research during the next registration period. The student must be registered in PH 800 during the term in which the work for the degree is completed.

4. Final Examination (Dissertation Defense). The final examination is primarily a defense of the dissertation, but includes a review of the student's portfolio, which may stimulate questions on other areas of the student's work during the DrPH program. This examination is required of all candidates for the doctoral degree. The examination is oral and is conducted by the full doctoral committee. The doctoral committee chair, in consultation with the other members of the doctoral committee, determines if and when the student is ready for his/her final examination. This decision is based on committee members' reading of draft versions of the dissertation.

The student must submit copies of the completed dissertation to committee members at least four weeks prior to the date of the final exam. Notice of the final oral examination must be published on News@UH and the newsletter of the University of Hawai'i system and is open to the public.

A majority of the doctoral committee members, including the committee chair, must vote "Pass;" otherwise the student fails. The chair of the DrPH program reports the results of the final examination on Student Progress Form III, Final Examination and Approval of Dissertation, after all other requirements for the degree have been fulfilled. All committee members must sign Form III and those voting "pass" on the dissertation must also sign the front sheet of the dissertation.

Completed Dissertation. It is the responsibility of the student to edit and finalize the thesis/dissertation manuscript, with guidance from his or her committee. The completed dissertation must conform to Graduate Division guidelines and to the instructions in the most current edition of the APA or Vancouver publication guidelines. The dissertation is due at the Graduate Records Office by the deadline specified in the academic calendar.

Publication for the dissertation is required, either through ProQuest or through an alternative publisher. Students who plan to publish with ProQuest must submit two unbound copies of the manuscript. Otherwise, submit one unbound copy. Students should submit one bound copy of the dissertation to the doctoral committee chair.

Graduate Division guidelines and information on how to prepare the dissertation for publication are provided at <http://www.hawaii.edu/graduate/sitemap.htm>.