Syllabus for HWM 494 Health and Wellness Management Fieldwork (3 Credits)

IMPORTANT:
This course syllabus document contains basic information of each course. Please refer to the content pages under the Course Information module on each course site for detailed guidelines, project information, rubrics, course/university policies, and other course-related information for each course.

Course Description
Students engage in practical fieldwork experience as a pre-professional in a health/wellness setting to utilize skills and knowledge acquired in previous courses. This fieldwork experience is designed to further develop skills in some, but not necessarily all, of the following areas: program planning, implementation, promotion and evaluation, oral and written communication, collaboration and networking.

Prerequisite(s): HWM 460 Leadership and Change Management in Health, HWM 470 Assessment and Evaluation for Wellness Managers, HWM 480 Employee Benefits for Wellness Managers and HWM 493 Health and Wellness Management Fieldwork Prep

Course Learning Outcomes
By the end of this course, you will be able to:

- apply health and wellness management skills and knowledge at the workplace in a minimum of two of the following categories:
  - Health and wellness program facilitation and/or presentation
  - Marketing and promotion of programs and events
  - Planning and development of health and wellness programs, special projects, or events.
- develop oral and written communication skills.
- identify ways to develop a professional network.
- reflect on fieldwork experience in a paper and final evaluation.

Course Requirements
Signed Agreement:
In HWM 493, Fieldwork Prep, the site supervisor and student signed an instructor-approved agreement indicating the goals and expectations of this experience.

Weekly Log Sheets:
Record the number of hours worked per week, cumulative semester hours, and progress on projects and assigned tasks. Log sheets must be submitted to the assignment by 11:59pm each Sunday for work completed the week before.
Fieldwork:
150 hours of fieldwork at an approved worksite is required. Examples of fieldwork placement include a corporate wellness facility, YMCA, healthcare facility, school district, public health department, senior center, or non-profit organization.

Evaluations:
Evaluations are completed by both the student and site supervisor. The instructor will send the evaluation form to the site supervisor and request that the completed evaluation be shared with the student. Evaluation forms for students to complete are available on the course Home page. Submit your completed self-evaluation to the assignment by the date indicated on the course calendar.

Reflection Paper:
Write a one-page paper summarizing your thoughts on your fieldwork experience. Please do not discuss specific tasks and project work, as your log sheets and evaluations already include this information. Rather, reflect on what you gained from this experience, challenges you encountered and how you dealt with them, and whether or not you would recommend this placement for future students and why. Also discuss how your fieldwork experience enhanced your understanding of your university education and your sense of responsibility as a member of a worksite team. Submit to the assignment by the date indicated on the course calendar.

Late Policy for Assignments:
Late work will not be accepted unless extenuating circumstances prevent you from being able to turn the assignment in by the due date. This should be communicated with the instructor on or prior to the due date.

Grading Policy

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<thead>
<tr>
<th>Activity</th>
<th>Possible Points</th>
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<tbody>
<tr>
<td>Log Sheets (12 points each, 10 weeks)</td>
<td>120 points</td>
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<tr>
<td>Work Hours (Must add up to 150 hours of fieldwork)</td>
<td>100 points</td>
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<td>Quality of Work (Supervisor evaluation)</td>
<td>200 points</td>
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<td>Reflection Paper</td>
<td>80 points</td>
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<tr>
<td>Self-Evaluation</td>
<td>100 points</td>
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<tr>
<td>Total</td>
<td>600 points</td>
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Grading Scale:

A  90-100%
B  80-89%
<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>C</td>
<td>70-79%</td>
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<tr>
<td>D</td>
<td>60-69%</td>
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<tr>
<td>F</td>
<td>At or below 59%</td>
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