

The completed and signed proposal should be submitted by the Dean’s Office to: curriculumplanning@asu.edu. Before academic units can advertise undergraduate minors or include them in their offerings as described in the university catalogs, they must be recommended for approval by the Senate Curriculum and Academic Programs Committee and approved by the University Provost.

Definition and minimum requirements:

These are the minimum requirements for approval. Individual undergraduate minors may have additional requirements.

A minor is an approved, coherent focus of academic study in a single discipline, other than the student’s major, involving substantially fewer hours of credit than a corresponding major. Certain major and minor combinations may be deemed inappropriate either by the college or department of the major or minor. Inappropriate combinations include (but would not be limited to) ones in which an excessive number of courses in the minor are simultaneously being used to fulfill requirements of the student’s major.

A minor:

- Requires a minimum of 15 semester hours of which at least 9 semester hours must be upper division
- Is not intended for students pursuing a major in the department which offers the minor

College/School/Institute: College of Nursing and Health Innovation

Department/Division/School:

Proposing Faculty Group (if applicable):

Proposed Minor Name: Health Care Coordination

Requested effective date: 2016-17

Select the catalog year for which students can begin applying into this program with the new name.

Note:

1. Name changes can only be implemented so as to be effective for a fall semester.
2. All existing and continuing students will be moved to the new name.
3. Students who complete the degree requirements prior to the fall effective date graduate under the old name.

Delivery method: On-campus only (ground courses and/or iCourses)

Note: Once students elect a campus or On-line option, students will not be able to move back and forth between the on-campus and the ASU Online options. Approval from the Office of the University Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online.

Campus/Locations: indicate all locations where this program will be offered.

Downtown Phoenix Polytechnic Tempe West Other:

Proposal Contact

Name: Brenda Morris **Title:** Assistant Dean
Phone number: 602-496-0850 **Email:** brenda.morris@asu.edu

DEAN APPROVAL(S)

This proposal has been approved by all necessary unit and College/School levels of review. I recommend implementation of the proposed organizational change.

College/School/Division Dean name: Teri Pipe

Signature **Date:** 8/20/2015

College/School/Division Dean name:
(if more than one college involved)

Signature **Date:** / /20

Note: An electronic signature, an email from the dean or dean’s designee, or a PDF of the signed signature page is acceptable.

1. Overview

A. Description

Provide a brief description of the proposed minor.

A minor in Health Care Coordination will allow students to combine the knowledge of their major discipline with the foundational and advanced concepts of health care coordination. This innovative program will prepare graduates to effectively coordinate resources to optimize health outcomes for individuals and families. Students completing this minor will have knowledge to navigate the health care system and assist in the coordination of health care for individuals and families.

B. Why should this be a minor rather than a concentration?

The intention for establishing the minor is to allow students from other majors to gain foundational knowledge in the field of health care coordination. The university offers many majors in business or health-related fields, where a student may wish to combine their major discipline with this minor to enhance their career opportunities. For example, this minor is an excellent complement to majors such as Community Health, Health Innovation and Integrative Health. This complementary package of coursework will help expand potential career opportunities for graduates.

C. Affiliation

If the minor is affiliated with a degree program, include a brief statement of how it will complement the program. If it is not affiliated with a degree program, incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at ASU.

The minor includes a sub-set of courses from the degree program. No new courses were developed for the minor. Offering the minor will allow opportunity for increased enrollment and scalability in the courses that are shared between the major and the minor.

D. Demand

Explain the need for the new minor (e.g., market, student demand, interdisciplinary considerations).

The target audience for this proposed minor is students enrolled in business, health or science majors who wish to expand their career marketability by gaining knowledge in the emerging field of health care coordination. It is anticipated that demand will be greatest amongst students enrolled in other health majors, who see this minor as complementary. There may be future opportunities for interdisciplinary collaboration with the College of Public Service and Community Solutions, particularly where the discipline of Social Work intersects with Health Care Coordination.

E. Projected Enrollment

What are enrollment projections for the first three years?

| | 1st Year | 2nd Year (Yr. 1 continuing + new entering) | 3rd Year (Yr. 1 & 2 continuing + new entering) |
|--|----------------------------|---|---|
| Number of Students <i>(Headcount)</i> | 15 | 45 | 90 |

2. Support and Impact

A. Faculty governance

Provide a supporting letter from the chair of the academic unit verifying that the proposed minor has received faculty approval through appropriate governance procedures in the unit and that the unit has the resources to support the minor as presented in the proposal, without impacting core program resources.

This proposed minor was approved by the CONHI Undergraduate Curriculum Committee on 7/15/2015 and by the CONHI Academic Assembly on 8/21/2015. The minor provides an opportunity to enhance enrollment in the core courses that are shared between the major and minor, without increasing the demands on core program resources. The addition of the minor will enhance efficiency of course delivery for the shared core courses between the major and minor.

B. Other related programs

Identify other related ASU programs and outline how the new minor will complement these existing ASU programs. (If applicable, statements of support from potentially-affected academic unit administrators need to be included with this proposal submission.)

There are no minors throughout the University that overlap with the proposed minor in Health Care Coordination.

Other academic units offer health related minors, including the College of Public Service and Community Solutions which offers a minor in Social Welfare; and the College of Health Solutions which offers a variety of minors in healthy lifestyle, nutrition, personal health, speech and hearing and wellness. Each of these minors provides a distinct content area that does not overlap with the proposed minor in Health Care Coordination.

C. Letter(s) of support

Provide a supporting letter from each college/school dean from which individual courses are taken.

All courses included in the minor are from CONHI.

3. Student Learning Outcomes and Assessment Methods

A. Knowledge, competencies, and skills

List the knowledge, competencies, and skills students should have when they graduate from the proposed degree program. You can find examples of program Learning Outcomes at (<https://uoeee.asu.edu/plan-outcomes>).

1. Synthesize theoretical knowledge from sciences and humanities as a foundation for health care coordination among individuals, families and the integrated, Interprofessional care team.
2. Collaborate with individuals, families and the integrated, Interprofessional care team to meet complex health needs.
3. Analyze current and future trends in public policy that affect the financing and delivery of health care.
4. Navigate the health care system to procure essential resources.

B. Assessment

Describe the plan and methods to assess whether students have achieved the knowledge, competencies and skills identified in the Learning Outcomes. You can find examples of assessment methods at (<https://uoeee.asu.edu/creating-plan>).

Outcome 1: Synthesize theoretical knowledge from sciences and humanities as a foundation for health care coordination among individuals, families, and the integrated, Interprofessional care team.

Course: HCR 321 Advanced Concepts for Health Care Coordination

Measure: evolving case study – management of patient’s and family’s transition needs assignment

Performance Criterion: 80% of students will achieve a grade of a C or higher on the evolving case study (management of patient’s and family’s transition needs) assignment.

Outcome 2. Collaborate with individuals, families, and the integrated, Interprofessional care team to meet complex health needs.

Course: HCR 320 Foundational Concepts for Health Care Coordination

Measure: evolving case study – evaluating plan of care assignment

Performance Criterion: 80% of students will achieve a grade of a C or higher on the evolving case study – evaluating the plan of care.

Outcome 3. Analyze current and future trends in public policy that affect the financing and delivery of health care.

Course: HCR 422 Policy and Financial Principles in Health Care Coordination

Measure: discussion board - role of health care policy in care coordination assignment

Performance Criterion: 80% of students will achieve a grade of a C or higher on the Discussion Board assignment focused on the role of health care policy in care coordination.

Outcome 4. Navigate the health care system to procure essential resources.

Course: HCR 420 Professional Role Development: Health Care Coordination

Measure: project plan health care coordination assignment

Performance Criterion: 80% of students will achieve a grade of a C or higher on the project plan for health care coordination assignment.

4. Academic Curriculum and Requirements

- A. Provide a description of the curricular requirements for the minor. Be specific in listing required courses as well as electives and specify the total minimum number of hours required for the minor. Please attach one or more model programs of study to illustrate the choices students might make, if appropriate.

Required Minor Courses

| Prefix | Number | Title | Is this a new course? | Credit Hours |
|-------------------|--------|---|-----------------------|--------------|
| HCR | 220 | Introduction to Nursing and Health Care Systems | No | 3 |
| HCR | 302 | Social Determinants of Health | No | 3 |
| HCR | 320 | Foundational Concepts for Health Care Coordination | Yes* | 3 |
| HCR | 321 | Advanced Concepts for Health Care Coordination | Yes* | 3 |
| HCR | 420 | Professional Role Development: Health Care Coordination | Yes* | 3 |
| HCR | 422 | Policy and Financial Principles in Health Care Coordination | Yes* | 3 |
| Section Sub-total | | | | 18 |

*NEW courses for both the BS Health Care Coordination and the minor.

Elective Minor Courses

| Prefix | Number | Title | Is this a new course? (Select one) | Credit Hours |
|-------------------|--------|-------|---------------------------------------|--------------|
| Section Sub-total | | | | 0 |

Other Minor Requirements

E.g. – Capstone experience, internship, clinical requirements, field studies, foreign language skills as applicable Credit Hours

Section Sub-total 0

Total minimum credit hours required for the Minor 18

B. Minimum residency requirement

How many hours of the minor must be ASU credit?

Twelve (12) of the eighteen (18) hours must be completed at Arizona State University.

C. New Courses

Provide prefix, number and a brief course description for each new course.

The new courses listed below are also required for the BS Health Care Coordination proposal.

HCR 320 Foundational Concepts for Health Care Coordination – 3 credits

Selected foundational concepts of health care coordination are presented in this course. The health care coordination process will be discussed including assessment, implementation and evaluation.

HCR 321 Advanced Concepts for Health Care Coordination - 3 credits

Advanced concepts for health care coordination will be presented, including: interprofessional teamwork, medication reconciliation, patient/family engagement and other tools that facilitate best practices for health care coordination. Students will also learn models for health care coordination, and concepts and practices to facilitate transitions of care.

HCR 420 Professional Role Development: Health Care Coordination – 3 credits

Professional role development including role transition, leadership and project management for Health Care Coordination. Learners will focus on role transition, leadership and project management.

HCR 422 Policy and Financial Principles in Health Care Coordination - 3 credits

An in-depth look at the history of health care policy in United States from World War II to the present focusing on how Medicare, Medicaid, and the Affordable Care Act impact health care system and patient reimbursement. Elements of insurance, managed care and universal care will also be discussed. Learners will explore the role health care coordination has on the financial impact of policy, cost, access, societal and population based issues in order to improve client experiences, reducing costs, and promoting safe outcomes.

Note: All new required courses should be submitted in Curriculum Changemaker and ready for Provost's Office approval before this certificate is put on Curriculum and Academic Programs Committee (CAPC) agenda

5. Administration and Resources**A. Describe the procedures and any qualifications for enrollment in the minor.**

Students may self-select to their intent to pursue the minor. Their major advisor can add the minor to the student's program/plan stack. Students pursuing the minor may seek advising on minor requirements through advisors in the College of Nursing and Health Innovation. Students must have a minimum of a 2.00 GPA to select this minor.

B. Describe the advising procedures as well as measures for verification of completion of the minor.

DARS will be used to verify completion of minor requirements.

C. What are the resource implications for the proposed minor, including any projected budget needs? Will new books, library holdings, equipment, laboratory space and/or personnel be required now or in the future? If multiple units/programs will collaborate in offering this minor, please discuss the resource contribution of each participating program. Letters of support must be included from all academic units that will commit resources to this minor.

The College of Nursing and Health Innovation currently has the resources needed to offer this minor. No additional resources will be necessary.

D. Primary Faculty

List the primary faculty participants regarding this proposed certificate. For interdisciplinary certificates, please include the relevant names of faculty members from across the University.

| Name | Title | Area(s) of Specialization as they relate to proposed minor |
|-----------------------------|--|---|
| Brenda Morris, EdD, RN, CNE | Clinical Associate Professor of Nursing and Assistant Dean | Nursing, Care Coordination |
| Patricia Harris, MS, RN, | Clinical Associate Professor of Nursing | Nursing, Health Care Administration |
| Heidi Sanborn, MS, RN | Clinical Assistant Professor | Nursing, Care Coordination |

6. Additional Materials

A. Appendix

Complete and attach the Appendix document.

B. Program of study

Provide one or more model programs of study (if appropriate).

C. Attach other information that will be useful to the review committees and the Office of the University Provost.

**APPENDIX
OPERATIONAL INFORMATION FOR MINORS**

(This information is used to populate the Degree Search/catalog website.)

Please consider the student audience in creating your text.)

Proposed Minor Name: Health Care Coordination

3. Description (150 words maximum)

A minor in health care coordination will allow students to combine the knowledge of their major discipline with the foundational and advanced concepts of health care coordination. This innovative program will prepare graduates to effectively coordinate resources to optimize health outcomes for individuals and families. Students completing this minor will have the knowledge to navigate the health care system and assist in the coordination of health care for individuals and families.

4. Contact and Support Information

| | |
|---|---|
| Building Name, code and room number: (Search ASU map) | MERCC 250 |
| Program office telephone number: (i.e. 480/965-2100) | 602/496-0888 |
| Program Email Address: | nursingandhealth@asu.edu |
| Program Website Address: | https://nursingandhealth.asu.edu |

5. Program Requirements: *Provide applicable information regarding the program such as curricular restrictions or requirements, specific course lists, or academic retention requirements.*

The following courses are required:

- HCR 220 Introduction to Nursing and Health Care Systems (3)
- HCR 302 Social Determinants of Health (3)
- HCR 320 Foundational Concepts for Health Care Coordination (3)
- HCR 321 Advanced Concepts for Health Care Coordination (3)
- HCR 420 Professional Role Development: Health Care Coordination (3)
- HCR 422 Policy and Financial Principles in Health Care Coordination (3)

A “C” or better is required in all required courses.

Students pursuing the minor may seek advising on minor requirements through advisors in the College of Nursing and Health Innovation.

Depending upon a student’s undergraduate program of study, additional courses may need to be completed as prerequisites in order to complete the requirements of this minor.

6. Additional Enrollment Requirements *If applicable list any additional enrollment requirements students must complete.*

Students must have a minimum of a 2.00 GPA to select this minor.

Students in most majors may pursue one or more minors and, upon successful completion of the prescribed course work, have that accomplishment officially recognized on the ASU transcript at graduation if the college or department of the minor officially certifies, through established verification procedures, that all requirements for the minor have been met and the college (and, in certain colleges, the department) of the student's major allows the official recognition of the minor. A student wishing to pursue a specific minor should consult an academic advisor in the unit offering that minor to ensure that an appropriate set of courses is taken. The student should also consult an academic advisor in the college or department of his or her major to make sure the college or department of the major allows the recognition of the minor.

Note: Certain major and minor combinations may be deemed inappropriate either by the college or department of the major or minor. Courses taken as part of a minor may not count toward both the major degree and the minor. Please contact the department for more information.

7. Delivery/Campus Information Delivery:

On-campus only (ground courses and/or iCourses)

Note: Once students elect a campus or On-line option, students will not be able to move back and forth between the on-campus and the ASU Online options. Approval from the Office of the University Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online.

8. **Campus/Locations:** indicate all locations where this program will be offered.

Downtown Phoenix Polytechnic Tempe West Other:

August 25, 2015

Brenda Morris, EdD, RN, CNE
Associate Dean, Academic Affairs
ASU College of Nursing & Health Innovation

Dear Brenda,

This letter is to confirm support for the proposed minors offered by the College of Nursing & Health Innovation: Community Health, Health Care Coordination, Health Innovation and Integrative Health.

Sincerely,



Kathleen Andereck, Ph.D.
Director of Curricular Initiatives, College of Public Service & Community Solutions
Director and Professor, School of Community Resources & Development

Office of the Dean

Mail code 3520, 411 N. Central Ave., Suite 750, Phoenix, AZ 85004-2163
(602) 496-0600 FAX (602) 496-0955
publicservice.asu.edu

Jennifer Malerich

From: Brenda Morris <BRENDA.MORRIS@asu.edu>
Sent: Monday, August 24, 2015 6:19 PM
To: curriculumplanning@asu.edu
Cc: Brenda Morris
Subject: Request to add letter of support to minors - Community Health, Health Care Coordination, Health Innovation, Integrative Health, Clinical Research Management - FW: Request for letter of support from CHS for new minors

Hi,

Please attach this letter of support to the proposals to establish minors in: Community Health, Health Care Coordination, Health Innovation, Integrative Health, Clinical Research Management.

Thank you

Take care, Brenda

Brenda Morris, EdD, RN, CNE
Assistant Dean
brenda.morris@asu.edu

From: Julie Liss
Sent: Monday, August 24, 2015 6:09 PM
To: Brenda Morris
Subject: Re: Request for letter of support from CHS for new minors

Brenda,
Sorry for the delay. CHS supports CONHI's new minor proposal for the following:

- Community Health
- Health Care Coordination
- Health Innovation
- Integrative Health
- Clinical Research Management

Best wishes,
Julie

Julie Liss, Ph.D.
Associate Dean, College of Health Solutions
Professor, Department of Speech and Hearing Science
Barrett Honors Faculty
Arizona State University
julie.liss@asu.edu

From: Brenda Morris <BRENDA.MORRIS@asu.edu>
Date: Monday, August 24, 2015 5:56 PM

To: Julie Liss <JULIE.LISS@asu.edu>
Cc: Brenda Morris <BRENDA.MORRIS@asu.edu>
Subject: FW: Request for letter of support from CHS for new minors

Hi Julie,

I just wanted to follow up and see if you had any questions for me about this request.

I have added one additional minor to the initial request. This is the proposed minor in Health Care Compliance and Regulations.

Is it possible to obtain an email indicating that CHS supports the proposed minors in ____?

- Community Health
- Health Care Coordination
- Health Innovation
- Integrative Health
- Clinical Research Management

Thank you for considering these requests.

Take care, Brenda

Brenda Morris, EdD, RN, CNE
Assistant Dean
brenda.morris@asu.edu

From: Brenda Morris
Sent: Friday, August 14, 2015 1:16 PM
To: Julie Liss
Subject: Request for letter of support from CHS for new minors

Hi Julie,

I hope all is well.

I'm writing to request a letter of support on behalf of CHS for the following minors: Community Health, Health Care Coordination, Health Innovation, and Integrative Health.

These minors will provide students with options to blend different health related majors and minors to customize their education. We believe these minors are complementary to the academic offerings of CHS.

If these are approved, CONHI will launch the minors in F 2016.

CONHI is launching the new BS degrees in Community Health, Health Innovation, and Integrative Health in F 2015.

The BS in Health Care Coordination will be launched in F 2016.

Thank you for considering this request.

Please let me know if you need any additional information.

Take care, Brenda

Brenda Morris, EdD, RN, CNE
Assistant Dean
ASU College of Nursing & Health Innovation
Brenda.morris@asu.edu
602-496-0850