

**HWM 494**  
**Health and Wellness Management Fieldwork**  
**3 credits**

**Instructor:** Liz Wiebe  
**Phone:** 609-206-3076  
**E-mail:** [ewiebe@uwsp.edu](mailto:ewiebe@uwsp.edu)

**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, 470, 480, and 493

**COURSE RESOURCES**

There is no textbook required for this course. Resources and associated forms can be found in the Content section of D2L.

**WRITING RESOURCES**

College level writing skills and proper formatting and citation are required in this course. The following resources are helpful for APA format and technical writing skills.

- HWM Online Writing Lab: <http://hwm.wisconsin.edu/current-students/online-writing-lab/>
- The Online Writing Lab (OWL) at Purdue University: <http://owl.english.purdue.edu/owl/>
- APA Style Website: <http://www.apastyle.org/apa-style-help.aspx>

**COURSE MATERIALS AND D2L:** D2L is used as a course management tool in this class. Log sheets must be submitted to the D2L Dropbox each week. Evaluations are due at the end of the semester. The grade book is used to record points earned throughout the semester.

**STUDENT LEARNING OUTCOMES:**

At the conclusion of HWM 494, students will:

1. 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
2. Develop oral and written communication skills
3. Identify ways to develop a professional network
4. Reflect on their fieldwork experience in a paper and final evaluation

**PROFESSIONALISM:** As students in the Health & Wellness Management Program, you are earning a degree that prepares you to enter the workforce as a professional. The classroom can and should be a training ground for learning and practicing professional behaviors. The

values and attitudes that make you a successful student transfer to the workplace and are highly valued by employers. These values and attitudes include:

1. Commitment to excellence
2. Honesty and integrity
3. Respect
4. Accountability
5. Compassion

We adopt these values, attitudes and behaviors to develop a culture of professionalism in HWM 494.

### **UW SYSTEM 14.01 STATEMENT OF PRINCIPLES**

The Board of Regents, administrators, faculty, academic staff and students of the University of Wisconsin system believe that academic honesty and integrity are fundamental to the mission of higher education and of the University of Wisconsin system. The university has a responsibility to promote academic honesty and integrity and to develop procedures to deal effectively with instances of academic dishonesty. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Students who violate these standards must be confronted and must accept the consequences of their actions.

For more information on academic misconduct and disciplinary sanctions for academic misconduct, see [http://docs.legis.wisconsin.gov/code/admin\\_code/uws/14](http://docs.legis.wisconsin.gov/code/admin_code/uws/14)

### **UW SYSTEM POLICY ON INDIVIDUALS WITH DISABILITIES**

The University of Wisconsin System is committed to making individuals with disabilities full participants in its programs, services and activities through its compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. The Board of Regents recognizes that individuals with disabilities may need accommodations to have equally effective opportunities to participate in or benefit from the university's programs, services and activities. Please contact your academic adviser if you would like assistance in consulting with the Disability Services Office at your home campus.

### **UW SYSTEM POLICY ON RELIGIOUS BELIEFS**

It is the policy of the Board of Regents that students' sincerely held religious beliefs shall be reasonably accommodated with respect to all examinations and other academic requirements. The Board of Regents adopts this chapter in order to ensure that all institutions of the University of Wisconsin System have in place appropriate mechanisms for ensuring the reasonable accommodation of students' sincerely held religious beliefs, and for appeals related to these matters. See UWS 22.02 and 22.03 for definitions and accommodation of religious beliefs, [http://docs.legis.wisconsin.gov/code/admin\\_code/uws/22](http://docs.legis.wisconsin.gov/code/admin_code/uws/22)

### **COURSE REQUIREMENTS AND ASSIGNMENTS:**

1. 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.

2. 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 D2L Dropbox by 11:59 p.m. each Sunday for work completed the week before.
3. 150 hours of fieldwork at an approved worksite is required. Examples of fieldwork placement include: corporate wellness facility, YMCA, health care facility, school district, public health department, senior center, non-profit.
4. 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 in the content section of D2L. Submit your completed self-evaluation to the Dropbox by the date indicated on the course calendar.
5. 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. In addition, 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 Dropbox 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**

Log Sheets – 10 points each, 12 weeks	120 points
Work Hours (Must accumulate 150 hours of fieldwork)	100 points
Quality of Work (supervisor evaluation)	300 points
Reflection paper	50 points
Self- Evaluation	30 points
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TOTAL	600 points

### **GRADING SCALE:**

90 -100%	= A
80 - 89%	= B
70 - 79%	= C
60 - 69%	= D
< 60%	= F