COURSE OUTLINE: HIN206 - CAPSTONE PROJECT

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Course Code: Title	HIN206: CAPSTONE PROJECT
Program Number: Name	2197: HEALTH INFORMATICS
Department:	COMPUTER STUDIES
Academic Year:	2024-2025
Course Description:	Students will apply business analysis, health data analysis, and project management tools and techniques which will culminate in a large research or practical project report and presentation on a current challenge facing the Ontario healthcare organizations and systems. Collaborative learning methods will be used in a teamwork setting. Mentoring will be provided throughout the course to support students in meeting the necessary requirements. The Group Capstone course will involve practical learning modules coupled with independent and team project work. Along with the group project, learners will undertake reflection and self-assessment of their personal work and contributions, professional growth, and collaboration.
Total Credits:	5
Hours/Week:	5
Total Hours:	75
Prerequisites:	There are no pre-requisites for this course.
Corequisites:	There are no co-requisites for this course.
Vocational Learning Outcomes (VLO's) addressed in this course: **Please refer to program web page for a complete listing of program outcomes where applicable.**	**2197 - HEALTH INFORMATICS** VLO 1 Assess organizational requirements for health information system technologies (HIST). VLO 2 Formulate change strategies to implement appropriate health information systems technologies (HIST) within the health-care setting. VLO 3 Develop, implement, and evaluate health information management practices, policies and processes to support client care, organizational goals, operations, and regulatory compliance. VLO 4 Apply business and system analysis techniques to evaluate the effectiveness of health information systems technologies within a health-related setting. VLO 5 Integrate relevant standards and professional, ethical and legislative requirements with the appropriate health information system technologies. VLO 6 Synthesize relevant local, national and global health care and health information management issues, trends, and evolving technologies to support health information systems and processes. VLO 7 Design training and education for the effective use of HIST throughout an organization. VLO 8 Communicate effectively and professionally to promote inter-professional collaboration across the organization.

Essential Employability Skills (EES) addressed in this course:	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience. EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication. EES 3 Execute mathematical operations accurately. EES 4 Apply a systematic approach to solve problems. EES 5 Use a variety of thinking skills to anticipate and solve problems. EES 6 Locate, select, organize, and document information using appropriate technology and information systems. EES 7 Analyze, evaluate, and apply relevant information from a variety of sources. EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others. EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals. EES 10 Manage the use of time and other resources to complete projects. EES 11 Take responsibility for ones own actions, decisions, and consequences.
Course Evaluation:	Passing Grade: 50%, A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.
Other Course Evaluation & Assessment Requirements:	The Capstone course consists of a significant degree of self-reflective practice. Students are responsible for creating a schedule of planned activities for the semester, along with individual goals and objectives, in consultation with and approval by the Professor. Monthly activity logs and the final paper should reflect these goals and objectives. Students submit three monthly logs over the course of the semester reflecting their progress. As in any work situation, plans may change based on the needs of the student and the client organization. If the plan changes, it is the student`s responsibility to submit a modified plan with an explanation of why the changes occurred within the monthly log. Throughout the process, assigned teams facilitate meetings with the Professor to simulate project reporting to a supervisor in a work environment. Students can expect their grade to be based upon: 1. Active participation throughout the course. Students must actively participate in scheduled meetings, contribute to discussions, and participate in learning groups whether formed by other students or the client facility, if applicable. 2. Completion of monthly activity logs or status reports in the format provided. Student logs help students stay focused on the course objectives and gather regular information for their final report as the semester progresses. 3. Adherence to the requirements outlined in the course syllabus. Students are required to formally acknowledge that they have read the course syllabus and understand their responsibilities. 4. Completion of a semester activity plan provided and approved by faculty. 5. Completion of a final experience paper covering their capstone experience.

6. Peer review of project team members using standardized metrics.

7. Final project.

Grade Definition
A+ = 90-100%
A = 80-89%
B = 70-79%
C = 60-69%
D = 50-59%
F < 50%

CR Credit for diploma requirements has been awarded.
S Satisfactory achievement in field /clinical placement or non-graded subject area.
U Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR Grade not reported to Registrar`s office.
W Student has withdrawn from the course without academic penalty.

Students are expected to be present to write all tests in class, unless otherwise specified. If a student is unable to write a test due to illness or a legitimate emergency, that student must contact the professor prior to class and provide reasoning. Should the student fail to contact the professor, the student shall receive a grade of zero on the test.

If a student is not present 10 minutes after the test begins, the student will be considered absent and will not be given the privilege of writing the test.

Students exhibiting academic dishonesty during a test will receive an automatic zero. Please refer to the College Academic Dishonesty Policy for further information.

In order to qualify to write a missed test, the student shall have:
a.) attended at least 75% of the classes to-date.
b.) provide the professor an acceptable explanation for his/her absence.
c.) be granted permission by the professor.

NOTE: The missed test that has met the above criteria will be an end-of-semester test.

Labs / assignments are due on the due date indicated by the professor. Notice by the professor will be written on the labs / assignments and verbally announced in advance, during class.

Labs and assignments that are deemed late will have a 10% reduction per academic day to a maximum of 5 academic days at 50% (excluding weekends and holidays). Example: 1 day late - 10% reduction, 2 days late, 20%, up to 50%. After 5 academic days, no late assignments and labs will be accepted. If you are going to miss a lab / assignment deadline due to circumstances beyond your control and seek an extension of time beyond the due date, you must contact your professor in advance of the deadline with a legitimate reason that is acceptable.

It is the responsibility of the student who has missed a class to contact the professor immediately to obtain the lab / assignment. Students are responsible for doing their own work. Labs / assignments that are handed in and are deemed identical or near identical in content may constitute academic dishonesty and result in a zero grade.

Students are expected to be present to write in-classroom quizzes. There are no make-up

options for missed in-class quizzes.

Students have the right to learn in an environment that is distraction-free, therefore, everyone is expected to arrive on-time in class. Should lectures become distracted due to students walking in late, the professor may deny entry until the 1st break period, which can be up to 50 minutes after class starts or until that component of the lecture is complete.

The total overall average of test scores combined must be 50% or higher in order to qualify to pass this course. In addition, combined tests, Labs / Assignments total grade must be 50% or higher.

Course Outcomes and Learning Objectives:

Course Outcome 1	**Learning Objectives for Course Outcome 1**
Course Outcome 1: Develop strategies for ongoing personal and professional development to enhance work performance in the business/health informatics field.	1.1 Demonstrated ability to maximize value of teamwork and collaboration. 1.2 Demonstrated ability to lead effective team meetings to achieve meaningful outcomes. 1.3 Demonstrated ability to manage time effectively. 1.4 Demonstrated ability to deal with personality conflicts effectively. 1.5 Demonstrated commitment to self-reflective practice. 1.6 Participation in discussions with members of the business community. 1.7 Demonstrated understanding of leadership principles and how to motivate team members. 1.8 Demonstrated ability to communicate effectively.
Course Outcome 2	**Learning Objectives for Course Outcome 2**
Course Outcome 2: Apply research skills to support business decision-making.	2.1 Utilize scientific method to solve health informatics problems including hypothesis generation, literature search, data collection and/or analysis and presentation of results in final assignment. 2.2 Demonstrate proficiency in applying health informatics (HI) academic theory into pragmatic, applied problem-solving.
Course Outcome 3	**Learning Objectives for Course Outcome 3**
Course Outcome 3: Lead and support the planning, implementation and monitoring of health-related project through its lifecycle.	3.1 Apply project management best practices, tools, technologies and techniques to lead, plan and execute a health-related research project within scope and on time to achieve project goals. 3.2 Demonstrate proficiency in monitoring a project and apply course corrective actions when required. 3.3 Demonstrate ability to map project deliverables, tying them to specific project outcomes.
Course Outcome 4	**Learning Objectives for Course Outcome 4**
Course Outcome 4: Use current concepts/systems and technologies that could support an organization`s business initiatives.	4.1 Determine how business/health informatics concepts can be applied in a practical setting through the applied research/project. 4.2 Demonstrate effective use of IT tools and applications

	within the project/ course work.

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Assignments	30%
Final Project Components	40%
Meeting Effectiveness with Professor	10%
Peer Evaluation	10%
Self-Reflective Practice	10%

Date: June 16, 2024

Addendum: Please refer to the course outline addendum on the Learning Management System for further information.