

Brothers, Sheila C.

From: Cramer, Aaron M.
Sent: Saturday, December 14, 2019 7:45 AM
To: Bird-Pollan, Jennifer; Brothers, Sheila C.; Ett-Mims, Joanie; Woolery, Stephanie L.
Cc: Lowman, Julie J.
Subject: NEW GC: Telehealth
Attachments: New Graduate Certificate telehealth-Final oct 8_USE THIS_20190830_rev.pdf

Proposed New Graduate Certificate: Telehealth

This is a recommendation that the University Senate approve the establishment of a new Graduate Certificate: Telehealth, in the Department of Communication Sciences and Disorders within the College of Health Sciences.

Rationale: Technological growth is changing the delivery of healthcare services. There is growing preference for virtual healthcare interaction over in-person care, but there is a gap in healthcare provider expertise in this increasingly important delivery mode. Communication Sciences and Disorders currently provides similar training for pediatric speech-language pathology, and the proposed certificate will provide a more comprehensive training program focused on healthcare graduate students. The proposed nine-hour program will be offered largely online. An initial enrollment of nine students expanding to 15 students is expected.

Aaron

Aaron M. Cramer
Kentucky Utilities Associate Professor of Electrical and Computer Engineering
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College of Health Sciences

College of Health Sciences
Office of the Dean
123 Wethington Building
Lexington, KY 40536-0200
859-218-0860
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To: Meredith Houlihan
Health Care Colleges Council

From: Carl Mattacola, Ph.D.
Associate Dean of Academic and Faculty Affairs

Date: November 19, 2018
Communication Sciences and Disorders Telehealth Graduate Certificate

Attached is a request for new Graduate Certificate in Telehealth proposed by the Division of Communication Sciences and Disorders and Dr. Joneen Lowman.

The proposal was reviewed and approved by the Department of Rehabilitation Sciences, the Academic Affairs Committee of the College of Health Sciences and is being forwarded to HCCC for review.

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Certificate Description. A graduate certificate shall have a clear and focused academic topic or competency as its subject, meet a clearly defined educational need of a constituency group, such as required continuing-education or accreditation for a particular profession, respond to a specific state mandate or provide a basic competency in an emerging (preferably interdisciplinary) topic. Certificates are minimally nine graduate credit hours but typically no more than 15.

Approval process. Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (possibly HCCC and/or UC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review via a committee and then to the SC and University Senate. (The contact person listed on the form will be informed when the proposal has been sent to committee and other times as appropriate.) The last step in the process is Senate approval; upon Senate approval, students can enroll in the new certificate.

By default, graduate certificates shall be approved for a period of six (6) years. Re-approvals are also for six years.

1. GENERAL INFORMATION			
1a	Home college: <i>Health Sciences</i>		
1b	Home educational unit (department, school, college ¹): <i>Department of Communication Sciences and Disorders</i>		
1c	Office of Strategic Planning and Institutional Effectiveness (OSPIE) (Please contact OSPIE (OSPIE@L.uky.edu) for help with questions in this section.)		
	Date of contact with OSPIE:		
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from OSPIE.		
	<input checked="" type="checkbox"/> Appended to the end of this form is a letter(s) of administrative feasibility from the dean(s) of the college(s) offering the certificate.		
	CIP Code (confirmed by OSPIE): 05.0214		
1d	Proposed certificate name: <i>Graduate Certificate in Telehealth</i>		
1e	Requested effective date:	<input type="checkbox"/> Fall semester following approval.	OR <input checked="" type="checkbox"/> Specific Date ² : <i>Summer 2020</i>
1f	Contact person name: <i>Joneen Lowman</i>	Email: <i>joneen.lowman@uky.edu</i>	Phone: <i>218-0475</i>
2. OVERVIEW			
2a	Provide a brief description of the proposed new graduate certificate. (300 word limit)		
	<p><i>The Department of Communication Sciences and Disorders is offering a graduate certificate in telehealth, which is the use of telecommunications for the delivery of healthcare services. This certificate will prepare graduate students currently enrolled in healthcare majors (e.g., speech-language pathology, physical therapy, physician assistant, social work) to effectively use telehealth for the delivery of care to diverse populations across the lifespan within a variety of settings. Specifically, certificate completers will have the advanced training in telehealth necessary to</i></p> <p><i>a) implement discipline specific best practices according to credentialing, licensure and state and federal laws;</i></p> <p><i>b) engage in interdisciplinary professional collaboration; c) develop, implement, and evaluate a telehealth</i></p>		

¹ Only cross-disciplinary graduate certificates may be homed at the college level.

² Certificates are typically made effective for the semester following approval. No program will be made effective unless all approvals, up through and including University Senate approval, are received.

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	<i>model; and d) advocate for telehealth at the consumer, provider, organization, community and policy levels.</i>	
2b	This proposed graduate certificate (check all that apply):	
	<input type="checkbox"/> Has a clear and focused academic competency as its subject.	
	<input checked="" type="checkbox"/> Meets a clearly defined educational need of a constituency group (e.g. continuing education or licensing)	
	<input type="checkbox"/> Responds to a specific state mandate.	
	<input checked="" type="checkbox"/> Provides a basic competency in an emerging, preferably interdisciplinary, topic.	
2c	Affiliation. Is the graduate certificate affiliated with a degree program? (<i>related to 3c</i>)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If "yes," include a brief statement of how it will complement the program. If "no," incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at UK. (300 word limit)	
	<i>Completion of the certificate is not a degree requirement for any of the participating programs nor is it required for professional certification and or state licensure. Rather, the certificate program will complement coursework and clinical experiences that participating students are encountering in their respective degree programs. Certificate completers will enter the work force highly prepared to use telehealth.</i>	
2d	Duplication. Are there similar regional or national offerings?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	If "Yes," explain how the proposed certificate will or will not compete with similar regional or national offerings.	
2e	Rationale and Demand. State the rationale for the new graduate certificate and explain the need for it (e.g. market demand, student requests, state mandate, interdisciplinary topic). (400 word limit)	
	<i>The exponential growth in technology coupled with policy shifts are forever altering the landscape of healthcare. Within this new digital biosphere, technology will be a prominent driver of healthcare encounters. Currently, 60% of millennials would prefer a virtual healthcare interaction to in-person care. Yet, few healthcare providers have expertise in this consumer preferred and technology supported model. The goal of this certificate is to deliberately and systematically train future healthcare leaders in the development, implementation, and evaluation of telehealth models. This certificate not only would meet a state-wide shortage of trained providers, but would also serve as a national model for personnel preparation at the preparatory level.</i>	
	<i>Currently, the Division of Communication Sciences and Disorders (CSD) provides similar training to second year graduate students through Linking Kids to Speech-Language Pathologists (LinKS), a personnel preparation grant funded by the U. S. Department of Education. LinKS is not a certificate program. During two years, 16 students (8 students a year; 27% of graduating CSD students a year) have entered the work force prepared to deliver pediatric speech-language services via telepractice. Because of funding requirements, LinKS focuses solely on pediatric speech-language pathology within education settings. The proposed certificate would provide a more comprehensive training paradigm by using an interprofessional model to educate graduate-level students from healthcare related fields; by focusing on patient populations across the life span; and by describing the application of telehealth within a variety of medical and nonmedical settings.</i>	
2f	Target student population. Check the box(es) that apply to the target student population.	
	<input checked="" type="checkbox"/> Currently enrolled graduate students.	
	<input checked="" type="checkbox"/> Post-baccalaureate students.	

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2g Describe the demographics of the intended audience. (150 word limit)
The intended demographic is primarily graduate-level students enrolled in a healthcare related degree program (e.g., Rehabilitation Sciences, Social Work, Pharmacy, Nursing) and postbaccalaureate healthcare professionals seeking training in telehealth.

2h **Projected enrollment.** What are the enrollment projections for the first three years?

	Year 1	Year 2 (Yr. 1 continuing + new entering)	Year 3 (Yrs. 1 and 2 continuing + new entering)
Number of Students	9	12	15

2i **Distance learning (DL).** Initially, will any portion of the graduate certificate be offered via DL? Yes No

If "Yes," please indicate below the percentage of the certificate that will be offered via DL.

1% - 24% 25% - 49% 50% - 74% 75 - 99% 100%

If "Yes," describe the DL course(s) in detail, including the number of required DL courses. (300 word limit)
The proposed certificate program will be composed of three courses. All but six hours of each course will be offered online using Canvas and Zoom. Each semester one, day long, in-person seminar will be held on a weekend day to accommodate diverse degree program schedules. The day long seminar will account for the six hours of course work (2 class meetings). The courses must be completed in order and thus will be offered across consecutive semesters within a 1-year cycle beginning summer semester through the spring semester.

3. ADMINISTRATION AND RESOURCES

3a **Administration.** Describe how the proposed graduate certificate will be administered, including admissions, student advising, retention, etc. (150 word limit)
The admissions committee will be comprised of a subset of individuals from 3b which will include at minimum the Graduate Certificate Director and at least two other faculty of record. The admissions committee will review applications and will make admissions decisions. To assist with student retention, faculty who teach students in the proposed certificate program will submit mid-term grades of these students to the Certificate Director. For concerns that are addressable (e.g., poor time management, class attendance), a remediation plan, with specific tasks and time lines, will be initiated. For more serious concerns, the Certification Director will seek out solutions allowing the student to successfully complete the certificate while completing the student's degree program.

3b **Faculty of Record and Certificate Director.** (related to 2c) The faculty of record must be comprised of four or more faculty. Members will include the Graduate Certificate Director and at least three other graduate faculty with Graduate faculty status. The faculty of record will be associated with participating students' degree programs, and as such, the composition of the group may change over time as programs participate in the Certificate. The Director must be a member of the Graduate Faculty of the University and appointed by the Dean of the Graduate School.

The graduate certificate is affiliated with a degree program. Yes No

If "Yes," list the name of the affiliated degree program below. If "No," describe below the process for identifying the faculty of record and the certificate director, including selection criteria, term of service, and method for adding and removing members. (150 word limit)

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	<i>The proposed certificate's faculty will be comprised of a Certificate Director and graduate faculty representing at least three different healthcare programs. To qualify, a faculty member must be a member of the Graduate Faculty, have student(s) from his or her healthcare program previously or currently participating in the certificate and be willing to serve a 2-year term. The Certificate Director must have previous experience in telehealth or have served on the proposed certificate's faculty for at least 2 years. Faculty members will be added to best reflect the healthcare degree programs represented in the certificate.</i>		
3c	Course utilization. Will this graduate certificate include courses from another unit(s)?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," two pieces of supporting documentation are required.		
	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director ³ from which individual courses will be used. The letter must include demonstration of true collaboration between multiple units ⁴ and impact on the course's use on the home educational unit.		
	<input type="checkbox"/> Check to confirm that appended to the end of this form is verification that the chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.		
3d	Financial Resources. What are the (non-course) resource implications for the proposed graduate certificate, including any projected budget needs? (300 word limit)		
	<i>The CHS currently has a room outfitted with the necessary hardware and software for the delivery of telehealth services. As part of the renovation to the Communication Sciences and Disorders Academic Clinic which is located in the CHS, two therapy rooms are being outfitted for telehealth. The certificate program will have access to these 3 rooms during the on-campus meetings.</i>		
3e	Other Resources. Will the proposed certificate utilize resources (e.g. departmentally controlled equipment or lab space) from additional units/programs?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," identify the other resources that will be shared. (150 word limit)		
	If "Yes," two pieces of supporting documentation are required.		
	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director ⁴ of the unit whose "other resources" will be used.		
	<input type="checkbox"/> Check to confirm that appended to the end of this form is verification that the chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.		
4. IMPACT			
4a	Other related programs. Are there any related UK programs and certificates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," describe how the new certificate will complement these existing UK offerings. (250 word limit)		
	If "Yes," two pieces of supporting documentation are required.		

³ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

⁴ Show evidence of detailed collaborative consultation with such units early in the process.

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- Check to confirm that appended to the end of this form is a letter of support from each potentially-affected academic unit administrators.
- Check to confirm that appended to the end of this form is verification that the chair/director has input from the faculty members of the unit. This typically takes the form of meeting minutes.

5. ADMISSIONS CRITERIA AND CURRICULUM STRUCTURE

5a Admissions criteria. List the admissions criteria for the proposed graduate certificate. (150 word limit)

The Certificate program is open to students enrolled in a healthcare graduate program and to healthcare professionals (post-baccalaureate) seeking to expand their skill sets.

Current University of Kentucky Graduate Students:

- 1. Be enrolled in a graduate or professional program in a healthcare field,*
- 2. Have completed at least one semester in the degree program,*
- 3. Have a cumulative graduate GPA of 3.2 or better,*
- 4. Submit a letter of interest explaining professional goals for completing the certificate program.*

Post-baccalaureate Students:

- 1. Be accepted into the Graduate School,*
- 2. Possess the necessary entry level degree in a healthcare profession, according to state credentialing and or licensure regulations,*
- 3. Submit a letter of interest explaining professional goals for completing the certificate program.*

5b Core courses. List the required core courses below.

Prefix & Number	Course Title	Credit Hrs	Course Status ⁵
RHB 730	Introduction to Telehealth	3	New
RHB 731	Telehealth Professional Practices	3	New
RHB 732	Clinical Practice within a Telehealth Environment	3	New
			Select one....
			Select one....
<i>Total Credit Hours of Core Courses:</i>			

5c Elective courses. List the electives below.

Prefix & Number	Course Title	Credit Hrs	Course Status ⁶
			Select one....
			Select one....
			Select one....
			Select one....

⁵ Use the drop-down list to indicate if the course is a new course (“new”), an existing course that will change (“change”), or if the course is an existing course that will not change (“no change”).

⁶ Use the drop-down list to indicate if the course is a new course (“new”), an existing course that will change (“change”), or if the course is an existing course that will not change (“no change”).

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			Select one....
			Select one....
5d	Are there any other requirements for the graduate certificate? If "Yes," note below. (150 word limit)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5e	Is there any other narrative about the graduate certificate that should be included in the Bulletin? If "Yes," please note below. (300 word limit)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>Students are required to attend a six hour seminar held at the University of Kentucky. The seminar replaces two on-line class meetings.</i>			
6. ASSESSMENT			
6a	<p>Student learning outcomes. Please provide the student learning outcomes for the graduate certificate. List the knowledge, competencies, and skills (learning outcomes) students will be able to do upon completion. (Use action verbs, not simply "understand.") (250 word limit)</p> <p><i>Upon completion of the certificate students will be able to:</i></p> <ol style="list-style-type: none"> <i>1. Use telehealth appropriately for the prevention, assessment, and treatment of patients' healthcare needs across the lifespan in diverse settings in accordance with the ethics of their professional organization and state and federal rules and regulations.</i> <i>2. Select patients for whom telehealth would be appropriate with attention paid to cultural, socioeconomic and geographical characteristics.</i> <i>3. Train support personnel in how to appropriately support a patient before, during, and after a telehealth encounter.</i> <i>4. Develop, market, and evaluate a telehealth program considering the consumer, provider, organization, community, and policy.</i> <i>5. Use interprofessional practices within a telehealth model.</i> <i>6. Advocate for telehealth services at the consumer, provider, organization, community and policy levels.</i> 		
6b	<p>Student learning outcome (SLO) assessment. How and when will student learning outcomes be assessed? Please map proposed measures to the SLOs they are intended to assess. Do not use grades or indirect measures (e.g. focus groups, surveys) as the sole method. Measures likely include artifacts such as course-embedded assessment (e.g., portfolios, research papers or oral presentations); and course-embedded test items (embedded test questions, licensure/certification testing, nationally or state-normed exams). (300 word limit)</p> <p><i>Students' attainment of the student learning outcomes will be assessed through course assignments which will include in-class assignments, homework, quizzes, simulations, competency checkouts, and projects. Students also</i></p>		

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will monitoring their own learning by self-rating their skills development using the certificate competency checklist at 4 points in time: at the start of RHB 730 and at the end of RHB 730, RHB 731, and RHB 732.

6c **Certificate outcome assessment⁷.** Describe evaluation procedures for the proposed graduate certificate. Include how the faculty of record will determine whether the program is a success or a failure. List the benchmarks, the assessment tools, and the plan of action if the program does not meet its objectives. *(250 word limit)*

The Certificate will be assessed on the following metrics: student enrollment, number of certificate completers, number of participating healthcare programs, student satisfaction, and employer feedback. Data will be collected through a review of Certificate documents (enrollment, completion, number of different healthcare programs) and surveys administered to students upon certificate exit/completion and one-year post graduation and to employers one-year post graduation. Success will be judged according to meeting enrollment projections outlined in Q2h; >85% Certificate completion rate, at least 3 different healthcare professions represented per cohort, and student and employer survey ratings of 3 or better on a 4-point Likert scale (1 strongly disagree...4 strongly agree). Certificate faculty of record will review data yearly and make necessary changes to the Certificate and or individual courses.

7. OTHER INFORMATION

7a Is there any other information about the graduate certificate to add? *(150 word limit)*
no

8. APPROVALS/REVIEWS

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
8a	<i>(Within College) In addition to the information below, attach documentation of department and college approval. This typically takes the form of meeting minutes but may also be an email from the unit head reporting department- and college-level votes.</i>		
	<i>Chair, Department of Rehabilitation Sciences</i>	<i>11/11/18</i>	<i>Janice Kuperstein, PhD / 80593 / jkupe0@uky.edu</i>
	<i>Academic Affairs Committee</i>	<i>11/8/2018</i>	<i>Debbie Kelly, MSED, PT, DPT / 80599 / dgkell1@uky.edu</i>
	<i>Associate Dean of Academic Affairs</i>	<i>11/19/2018</i>	<i>Carl Mattacola, PhD / 80860 / carlmat@uky.edu</i>
			<i>/ /</i>

8b (Collaborating and/or Affected Units)

			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>
			<i>/ /</i>

8c	(Senate Academic Council)	Date Approved	Contact Person Name
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⁷ This is a plan of how the certificate will be assessed, which is different from assessing student learning outcomes.

Brothers, Sheila

From: Nikou, Roshan
Sent: Wednesday, May 08, 2019 2:24 PM
To: Bird-Pollan, Jennifer; Brothers, Sheila; Ett-Mims, Joanie; Jackson, Brian A.; Price, Cleophus; Congleton, Nathan; Nikou, Roshan
Cc: badurdeen@engr.uky.edu; Browning, Steven; Lowman, Julie J.
Subject: Transmittals
Attachments: Mechanical Engineering.pdf; PhD in Epidemiology.doc; MS Epidemiology.doc; GC in Telehealth.pdf

TO: Jennifer Bird-Pollan, Chair and Sheila Brothers, Coordinator

FROM: Brian Jackson, Chair and Roshan Nikou, Coordinator
Graduate Council

The following program and course proposals were approved and is now being forwarded to the Senate Council for approval.

Programs and Certificates:

MS in Epidemiology
PhD in Epidemiology
MS Mechanical Engineering Supply
GC in Telehealth

New Courses:

AAS - 500 - African American Lives
CME - 575 - Fundamentals of Pharmaceutical Engineering
EES - 655 - Mud and Mud rocks
ENG - 502 - Technology in Literature and Film
ENS - 699 - Independent Study in Environment and Sustainability Studies
EPE - 654 - Diversity in Higher Education
HP - 511 - Sustainable Development and Heritage
MCL - 500 - Intercultural Communication for Professionals
MSE - 510 - Structure of Materials
MSE - 520 - Advanced Materials Characterization: Imaging and Surface Science Techniques
MSE - 521 - Advanced Materials Characterization: Diffraction and Spectroscopy Techniques
MUS - 524 Collaborative Piano Literature I
MUS 525 Collaborative Piano Literature II
PHI - 566 - Bad Language: Propaganda, Lies, and Bullshit
PHS - 522 - Fundamentals of Pharmaceutical Sciences and Development
RHB - 730 - Introduction to Telehealth
RHB - 731 - Telehealth Professional Practices
RHB - 732 - Telehealth Delivery for
SCE - 604 - Systems Optimization and Simulation (Sys O&S)

MEMO

11/8/18

TO: Carl Mattacola, Professor and Associate Dean of Academic Affairs
FROM: Debbie Kelly – Chair of Academic Affairs
RE: Telehealth Proposal

Dear Dr. Mattacola,

The Academic Affairs (AA) Committee has reviewed the proposal submitted by the Division of Communication Sciences and Disorders and Dr. Joneen Lowman to create a Graduate Certificate in Telehealth.

The Academic Affairs committee recommends approval of this proposal. Thanks for the opportunity to review this proposal. Please let me know if I can help clarify anything regarding this recommendation.

Sincerely,



Deborah G. Kelly PT, MSED, DPT, Chair – CHS Academic Affairs Committee (2018-2019)

Lowman, Julie J.

From: Pearson, RaeAnne M.
Sent: Friday, September 20, 2019 9:31 AM
To: Lowman, Julie J.
Cc: Brothers, Sheila C.; Weber, Annie
Subject: Graduate Certificate in Telehealth, GCERT1, Post-baccalaureate Certificate (05.0214).

Dear Joneen Lowman ,

Thank you for submitting an Early Notice for **Graduate Certificate in Telehealth, GCERT1, Post-baccalaureate Certificate (05.0214)**.

My email will serve 2 purposes: 1.) Next steps for SACSCOC, and 2.) Verification and notification that you have contacted OSPIE—a Senate requirement for proposal approval.

1. **Next steps for SACSCOC:** None required
2. **Verification that OSPIE has reviewed the proposal:** Based on the documentation presented the proposed program does not constitute a substantive change as defined by the University or SACSCOC, the university's regional accreditor. Therefore, no additional information is required by the Office of Strategic Planning & Institutional Effectiveness at this time. The proposed program change(s) may move forward in accordance with college and university-level approval processes.

IMPORTANT: *Certificates (undergraduate and graduate) will be added to the CPE Inventory once they have been approved by the University Senate. For degree programs, an NOI will be submitted by the Office of Strategic Planning and Institutional Effectiveness to CPE and you will need to work closely with our office to ensure that your proposal meets all external CPE requirements and deadlines.*

Should you have any questions or concerns about UK's substantive change policy and its procedures, please do not hesitate to contact our office.

Office of Strategic Planning & Institutional Effectiveness
University of Kentucky
[Visit the Office of Strategic Planning and Institutional Effectiveness Website](#)



December 6, 2019

To: University of Kentucky Senate

From: Scott Lephart, Ph.D.
Dean, College of Health Sciences

Re: Telehealth Graduate Certificate

I am writing in support of the Graduate Certificate in Telehealth proposal being put forth by the Department of Communication Sciences and Disorders in the College of Health Sciences. The certificate aligns with the mission of the College of Health Sciences to help all people attain optimal health by preparing healthcare providers to use telecommunications for the delivery of healthcare. The Department, with support from the College, has the administrative feasibility in the form of personnel, space, technology, and financial resources necessary to implement the Telehealth Certificate. The certificate is the next step in the evolution of telehealth education already occurring in the Department of Communication Sciences and Disorders.

Respectfully,

A handwritten signature in black ink, appearing to read 'Scott M. Lephart'.

Scott M. Lephart, PhD
Dean, College of Health Sciences

see blue.