

Inter-Professional Education (IPE) Course Approval Procedures **Health Sciences – Creighton University**

Inter-Professional Education (IPE) courses are those designed to capitalize on the interaction of students from two or more disciplines. Such interaction is envisioned as an extension of their development in a particular profession. In other words, IPE courses seek to help students learn more about their own profession’s role in the function of interdisciplinary teams while enhancing their insight into and appreciation for the contributions of other disciplines in the delivery of health care.

In order to receive a designation of IPE, a course must be developed in the sequence described below:

1. A faculty member of any department / School in the Health Sciences must initiate collaboration on the development of an IPE course with other faculty members of at least one different discipline.
2. The faculty “team” must develop a proposed course syllabus following an approved template (see Appendix A)
3. One faculty team member should submit the draft syllabus to the Associate Dean in his/her respective school at least one semester (3 months) before the semester in which the IPE course is to be offered. Only the Associate Deans (listed below) of the schools of students proposed to be enrolled in the course need receive a draft of the syllabus.

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<p>School of Nursing Mary Kunes-Connell, Ph.D., RN Associate Dean for Academic & Clinical Affairs mkc@creighton.edu (402) 280-2024</p>	<p>School of Pharmacy and Health Professions René Padilla, Ph.D., OTR/L, FAOTA Associate Dean for Academic & Student Affairs rpadilla@creighton.edu (402) 280-4745</p>

4. The Associate Dean will be responsible for forwarding the draft syllabus to the Associate Dean of the other Schools for initial approval.
5. The Associate Dean of each School will forward the syllabus for review to the appropriate curriculum committee(s) in his/her school for comment on the suitability of the course for their students. Curriculum Committees may choose to speak to the proposing instructors.

6. Once the curriculum committee provides the Associate Dean with feedback on the course, he/she will discuss with the other Associate Deans from the Schools of students proposed to be enrolled in the course. Proposing instructors will be invited to meet with the Associate Deans should changes be necessary to the proposed course. Associate Deans will vote to approve or recommend changes.
7. Once the Associate Deans approve a course, the instructors will receive notification from the Office of Academic and Student Affairs in the School of Pharmacy and Health Professions. This office will be responsible for the administration of IPE courses. Notification of approval of course will include a request to fill out an electronic curriculum form in order to obtain a course number and schedule the course with the University Registrar. In this form the IOR can specify the type of classroom, preferred meeting dates / times, etc.
8. The SPAHP Office of Academic and Student Affairs will coordinate the scheduling of the course and be responsible for posting the course on the SPAHP elective course website. The Associate Dean of each School will be responsible for advertising the course to qualified students in his/her school students and to manage enrollment.
9. IPE course evaluations will be collected by using the IDEA system approved in the SPAHP. Course evaluation reports will be forwarded confidentially to the IOR and to the Associate Dean of the school in which the IOR holds primary appointment. The Associate Dean will follow procedures for review of course evaluation established in his/her school.

9/7/09

Appendix A: Syllabus Outline
Creighton University
Inter-Professional Education Course

Course #:	<i>(SPAHP OASA will assign)</i>
Course Title:	<i>Should be descriptive and relevant to each discipline involved</i>
Credit Hours:	<i>For each semester hour of credit, a course must have a minimum of 750 minutes of instruction</i>
Required:	<i>Elective</i>
Pre / Co-requisites :	<i>List any courses students must have successfully passé or be enrolled in concurrently to have needed foundational knowledge</i>
Bulletin Description:	<i>Should be brief – about 150 words – and identify main learning derived from the course</i>
Relationship to Program Goals:	<i>Briefly explain how this course contributes to the educational outcomes articulated for each of the disciplines of students targeted for participation in the course. These are available at: Dentistry: http://cudental.creighton.edu/ Medicine: http://med-docs.creighton.edu/Administration/docs/CUMedicalCurri.pdf Nursing: http://www.creighton.edu/nursing/programs/index.php Occupational Therapy: http://spahp2.creighton.edu/admission/OT/OT_Entry_Outcomes.htm Pharmacy: http://spahp2.creighton.edu/admission/Pharmacy/Pharmacy_Campus_Outcomes.htm; Physical Therapy: http://spahp2.creighton.edu/admission/PT/PT_Entry_Outcomes.htm</i>
Instructor(s):	<i>Include the names of the person who will act as Instructor of Record (or course coordinator) who will be the primary contact person for issues related to grades, schedules, etc. Include the names of other faculty members who will be co-instructors. Please include contact information for the course coordinator.</i>
Course Objectives:	<i>List 3-5 course outcome objectives.</i>
Course Website:	<i>Include URL if appropriate</i>
Teaching Approach:	<i>Indicate whether course will take place in classroom, in distance format, hybrid, etc.</i>
Grading:	<i>Indicate how grades will be assigned. Note that only one grading mode can be used: Standard: A, B, C, etc. Satisfactory / Unsatisfactory</i>
Attendance Policy:	<i>Indicate procedures students must follow if absent from a class meeting</i>
Topic Outline:	<i>Provide an outline of main topics / sessions. This will assist curriculum committees to understand how the course will unfold.</i>