20-21 BEHP Participant Guidelines

The purpose of these participant guidelines is to establish a positive, productive environment in which learning is maximized and in which participants feel safe and comfortable.

All Courses and Instructor Office Hours Sessions:

- Please be on time for all live webinar and instructor office hour sessions.
- Please silence cell phones.
- Please do not bring outside work to complete during scheduled courses or instructor office hours.
- Speak politely, act appropriately, and listen attentively.
- Respect the opinions of others and engage in rational debate in areas of disagreement.
- **Respect instructors:** stay attentive, be polite when asking questions, do not engage in side-bar or off-line conversations.
- Watch the recordings in their entirety.
- Pass each exam with a 70% and complete evaluation. Exams are available accessible at [www.nylearnsph.com](http://www.nylearnsph.com).

Participants who fail a course exam will be required to complete a written make up exam.

Handouts:

- Handouts, pre-coursework worksheets, and instructor office hour’s notes are maintained/posted on the BEHP Handouts webpage found here: [https://www.albany.edu/cphce/behp-handouts/landing-page.shtml](https://www.albany.edu/cphce/behp-handouts/landing-page.shtml)
- Please email BEHP@albany.edu for the password.

Online Self-Guided Courses:

- Please register for these courses at [www.nylearnsph.com](http://www.nylearnsph.com).  
  **NOTE:** Go to your My Courses tab to “launch” out to each online course.
- Complete the on-line course "Orientation to Public Health" (NYNJ-201) **before** completing PH 101: Introduction to Public Health in NYS.
- Complete the on-line course “Introduction to Microbiology” (UACPHP—200) **before** completing PH 103A: Public Health Microbiology.
- Complete the on-line course “Field Epidemiology” (UACPHP-206) **before** completing PH 103B: Communicable Disease Control.
- Complete the on-line course “UASPH-CPHP-2016 Climate Change and Zoonoses Overview” **before** completing UASPH-PH 103C/D: Zoonoses/ Vectors.
- Complete the online courses **before** the final day of the 20-21 program:
  - Exploring Cross-Cultural Communication (NYNJ-042)
  - Practicing Cross-Cultural Communication (NYNJ-068 Elective)
  **Please Note:** choose and enroll in **one:** The Bamboo Dragon, Hepatitis A Outbreak, Community Health Workers, or Flood
  - Introduction to the Incident Command System (FEMA IS 100.C)
  - National Incident Management System (NIMS), An Introduction (FEMA IS 700.B)
  - Public Health Assessment Overview I and II

The School of Public Health and the NYS Department of Health are committed to:

- A learning environment that is free from harassment, discrimination and abuse of power, and one which respects the privacy of individuals.
- Treatment of participants with courtesy and respect.
- Providing participants with the opportunity to supply feedback on their teaching and learning experience in the course.
- Assurance that feedback provided by participants will be incorporated into the continuous improvement of the Basic Environmental Health Program.