

Master of Science in Health Sciences and Management

Student Handbook (2020 – 2021)

<u>CONTENT</u>	<u>PAGE</u>
1. Introduction -----	3
1.1 Programme Aims -----	3
1.2 Intended Learning Outcome -----	3
1.3 Career Prospective -----	4
2. Programme Curriculum -----	5
2.1 Programme Requirements and Courses List -----	5
2.2 Course Syllabus -----	6
2.3 Mode of Attendance and Programme Duration -----	6
2.4 Tuition Fees -----	6
2.5 Medium of Instruction and Assessment -----	6
2.6 CGPA Banding for Taught Postgraduate Award Classifications -----	7
2.7 Academic Regulations and Guidelines for Taught Postgraduate Degrees -----	7
2.8 Academic Honesty -----	7
3. Information to New Students -----	8
3.1 Electronic Mail account for students (e-mail) -----	8
3.2 Canvas (e-Learning Platform) -----	8
3.3 CityU Announcement Portal (CAP) at Student Intranet -----	8
3.4 How to Check your Personal Class Schedule -----	8
3.5 How to get Instructors' handouts through Canvas -----	8
3.6 Postgraduate Course Registration for Semester A 2020/21 -----	9
3.7 Credit Transfer -----	9
4. Other Information for Taught Postgraduate Students -----	10
4.1 Information for Taught Postgraduate Students -----	10
4.2 Forms for Taught Postgraduate Students -----	10
4.3 BMS Department Website -----	10
4.4 Useful Websites -----	10
5. Communication -----	11
5.1 Programme Leader -----	11
5.2 Administrative Support from BMS General Office -----	11
Appendix 1 - Academic Calendar 2020/21 -----	12
Appendix 2 - Model Study Path for MSHSM 2020-2021 (Full-time & Part-time) -----	15

This Student Handbook is designed to provide students registered in the Department of Biomedical Sciences with an understanding of the nature of the programmes and with details of the contents. This handbook is subject to review from time to time. Students are advised to visit relevant websites for updated information. In the event of any discrepancy between the information on the University website and the contents of this handbook, the Department of Biomedical Sciences reserves the right of final decision and interpretation.

© August 2020 Department of Biomedical Sciences, City University of Hong Kong.

1. INTRODUCTION

Master of Science in Health Sciences and Management

理學碩士 (健康科學與管理)

With the projection of increasing aging population in Hong Kong and Mainland China, there is a huge demand on well-trained professionals in the health sciences and management, pharmaceutical and other health related industry.

This master's programme (MSHSM) is designed to equip students with academic knowledge and practical skills from the structured interdisciplinary training in biomedical/health sciences and management to work as managers, inspectors and engineers in pharmaceutical companies or health related organisations; technologist /scientists in health sciences and other related fields.

In addition, students will also be trained with hands-on research skills in Health Sciences and Management, those who are interested in biomedical research will be well equipped to further pursue Ph.D degree and develop their career in scientific research.

1.1 Programme Aims

- a. To provide a professional education in the discipline of health sciences and management;
- b. To upgrade existing biomedical studies' graduates with the knowledge in health sciences;
- c. To prepare students with academic knowledge to become managers and engineers of pharmaceutical companies and health related organisations, and scientists or technicians in different research areas in life sciences and health related fields.

1.2 Programme Intended Learning Outcomes (PILOs)

- Acquire essential concepts and knowledge of advanced health sciences and management as well as across the boundaries of interdisciplinary disciplines;
- Develop social responsibility, critical thinking, sustained interest and management skills in healthcare and management, such as ageing, chronic diseases;
- Apply specialized knowledge to manage and/or solve problems that are critical to future growth of industry, business and social service in government-oriented and non-government organizations;
- Manage skillfully and work effectively with people possessing diverse educational and experiential backgrounds; and
- Apply interdisciplinary knowledge to develop abilities for the increasingly competitive and dynamically changing world market.

1.3 Career Prospects

This programme prepares its graduates for a range of careers in the large and interdisciplinary healthcare and management field. Graduates may work in different health services organizations or non-profit making groups, private insurance companies, public health or administration, hospitals, schools or government agencies.

Upon graduation, graduates can work in various areas, such as:

Family Health Services

- Health Services Specialist
- Operation Manager – Health Services / Clinic Services
- Specialist/Executive/Manager posts, including child health, woman health, maternal health and public health

Insurance / Consultancy Company

- Health / Medical Insurance Consultants
- Case Management Specialist
- Marketing Sales / Executive / Assistant Manager / Manager (Healthcare & Pharmaceutical / Health Policy Servicing)
- Manager, Product Development & Management (Health Care Products)

Education and Research

- Professionals/Lecturers in universities
- Investigators in universities and non-profit research institutes
- Scientists / researchers in pharmaceutical and biotechnology R&D industries

Government and Others

- Family Health Service
- Centre for Health Protection
- Department of Health
- Community Health Centres

2. Programme Curriculum

2.1 Programme Requirements and Courses List

Students are required to complete **30 credit units (CUs)** for graduation from this Master of Science in Health Sciences and Management (MSHSM) programme:

- **7 core courses (19 credits) + 2 elective courses (6 credits) + 1 project study (5 credits)**

MSHSM will be organized as an interdisciplinary programme among Department of Biomedical Sciences (BMS), Department of System Engineering and Engineering Management (SEEM), and Department of Management Sciences (MS).

Core Courses (19 credit units)

Course Code	Course Title	Level	CUs	Remarks
BMS5001	Common Diseases and Management	P5	3	
BMS8001	Research Ethics and Methodology	P5	2	
BMS8102	Frontiers in Biomedical Sciences	P8	2	
BMS8105	Biotherapy and Nanomedicine	P8	3	
MS5217	Statistical Data Analysis	P5	3	
MS5411	Healthcare Management	P5	3	
SEEM6012	Technological Innovation and Entrepreneurship	P6	3	

Electives (6 credit units): Choose one course from BMS and one course from SEEM.

Course Code	Course Title	Level	CUs	Remarks
BMS5002	Infectious Disease Management	P5	3	Will not open if less than 8 participants.
BMS8106	Stem Cell and Regeneration Medicine	P8	3	
BMS8107	Cancer Biology and Precision Medicine	P8	3	
SEEM5010	Engineering Management Principles and Concepts	P5	3	
SEEM6009	Project Management	P6	3	
SEEM6037	Managing Strategic Quality	P6	3	

Project Study (5 credit units)

Course Code	Course Title	Level	Credit Units	Remarks
BMS5003	Project Study	P5	5	Dissertation and oral defense are needed, supervisors are from either BMS, MS or SEEM

2.2 Course Syllabus

You can download the course syllabus on the website of Taught Programme Catalogue:

<https://www.cityu.edu.hk/catalogue/pg/202021/programme/MSHSM.htm>

2.3 Mode of Attendance and Programme Duration

Combined mode[†], Self-financing

	Full-time Mode	Part-time Mode
Normal Study Period	1 year	2 years
Maximum Study Period	2.5 years	5 years

2.4 Tuition Fees

Local Student: HK\$5,000 per credit (2020/2021)

Non-local Student: HK\$5,700 per credit (2020/2021)

2.5 Medium of Instruction and Assessment

English

Note:

† Combined mode: Local students taking programmes in combined mode can attend full-time (12-18 credit units per semester) or part-time (no more than 11 credit units per semester) study in different semesters without seeking approval from the University. For non-local students, they will be admitted to these programmes for either full-time or part-time studies. Non-local students must maintain the required credit load for their full-time or part-time studies and any changes will require approval from the University.

2.6 CGPA Banding for Taught Postgraduate Award Classifications

Commencing from 2010/11 intake, students will be awarded the following classifications based on their CGPA attained upon completion of all appropriate graduation requirements.

Master's Degree	CGPA
Distinction	3.5 or above
Credit	3.2 – 3.49
Pass	2.0 – 3.19

2.7 Academic Regulations and Guidelines for Taught Postgraduate Degrees

Students should observe the University's related regulations and guidelines on assessment at all times. More information can be available by referring to the websites maintained by Chow Yei Ching School of Graduate Studies.

http://www.cityu.edu.hk/qac/assessment_policy/university_assessment_policy.htm

<http://www.sqs.cityu.edu.hk/student/tpg/regulation>

<https://www.sqs.cityu.edu.hk/student/tpg/regulations/acadreg>

2.8 Academic Honesty

Academic honesty is central to the conduct of academic work. Students are responsible for knowing and understanding the Rules on Academic Honesty. As part of the University's efforts to educate students about academic honesty, all students are required to complete an online tutorial, take on online quiz and fill out an online declaration **by 30 November 2020** in order to access their course grades online.

For details, please refer to the Office of the Provost's website:

http://www.cityu.edu.hk/provost/academic_honesty/university_requirement_on_academic_honesty.htm

3. Information to New Students

3.1 Electronic Mail account for students (e-mail)

Information relevant to your studies will disseminate to you via your CityU student electronic mail. You should check your e-mail account frequently for the messages and updates news announced by the University and Department. You are also encouraged to communicate with Programme leaders, Course leaders and lecturers through e-mail. Please state your name, student number and contact telephone number in your emails clearly.

To learn more about the student email services, please visit the following website:

www.cityu.edu.hk/csc/deptweb/services/email.htm

3.2 Canvas (e-Learning Platform)

Students are encouraged to use the Canvas, an e-learning platform, to communicate with the Course instructors/leaders, as well as among their fellow classmates. The Canvas also serves as the platform for instructors to disseminate course-related information to students.

Canvas and other e-learning information: www.cityu.edu.hk/elearn/elearn_stud.html

3.3 CityU Announcement Portal (CAP) at Student Intranet

Please check the CityU Announcement Portal (CAP) **EVERYDAY** for the announcements from the University, your College and your Department. A Daily announcement digest (summary) will send to you by email everyday.

CAP: <https://www.cityu.edu.hk/portal> > CAP (after log-in)

You may also download the “CAP App” which you can download from the iOS and the Android apps stores.

3.4 How to Check your Personal Class Schedule

- i) Login [AIMS](#). ([CityU Homepage](#)>Quick Links>AIMS)
- ii) Click “Course Registration” menu.
- iii) Click “My Detail Schedule” to display details of your class schedule.

3.5 How to get Instructors’ handouts through Canvas

- i) Log on to [Canvas](#). ([CityU Homepage](#)>Quick Links>Canvas)
- ii) Click “My Courses”.
- iii) Click “ Files ”.

3.6 Postgraduate Course Registration for Semester A 2020/21

For Semester A 2020-2021, students will be pre-registered in required courses and programme electives in most cases if possible.

The date for release of your class schedule is **28 July 2020**. Please check your curriculum requirements, review your study plan and then make appropriate adjustments to your pre-registered courses.

Add/Drop of courses can be made through AIMS for web-enabled courses during the web registration period. For non-web-enabled courses, approval is required from the major department and you can submit your change request by using the [Add/Drop Form](#).

Add/Drop Steps on AIMS:

→Login AIMS

→Select the Course Registration menu

→Select Term, choose the correct term and press Submit Term.

→ Click **Add or Drop Classes** and you will find your pre-registered course sections under **Current Schedule**.

For courses which are web-enabled:

Add/drops can be performed during the web registration period **24 August - 7 September 2020**.

Registration time tickets are assigned to space out students so that they will not be logging in at the same time for web registration. Students can check their personal registration time tickets in AIMS for the assigned start time of web registration from 3 August 2020.

For courses which are not web-enabled:

Students can make use of the Print Add/Drop Form function in [AIMS](#) from **10 August 2020** to submit change requests to the home academic unit for approval.

The deadline for all add/drops is **7 September 2020, 11:30 pm**.

3.7 Credit Transfer

Applications for credit transfer must be made before a semester begins. For **Semester A 2020/21**, the application period is **from 15 July to 29 August 2020**. For details, please refer to SGS website: <http://www.sgs.cityu.edu.hk/student/TPg/record/credittransfer>

4. Other Information for Taught Postgraduate Students

4.1 Information for Taught Postgraduate Students

Please check for the information and updates announced by SGS on:

<https://www.sgs.cityu.edu.hk/student/tpg/>

4.2 Forms for Taught Postgraduate Students

The forms of applying certifications or change of personal information can find on the SGS webpage:

<https://www.sgs.cityu.edu.hk/student/form/TPg>

4.3 BMS Department Website

You can access to BMS Department website at <https://www.cityu.edu.hk/bms/> for more information and updates of our Department.

4.4 Useful Websites

Chow Yei Ching School of Graduate Studies (SGS)

<https://www.sgs.cityu.edu.hk/>

Jockey Club College of Veterinary Medicine and Life Sciences

<https://www.cityu.edu.hk/jcc/>

Department of Systems Engineering and Engineering Management

<https://www.cityu.edu.hk/seem/>

Department of Management Sciences

<https://www.cb.cityu.edu.hk/ms/>

5. Communication

Students are encouraged to discuss any of their problems or issues related to the courses, assessments and programme with our Programme Leader and Course Lecturers freely. Please contact the General Office if you need any administrative support related to your studies.

Specifically, the following communication channels between students and the department are recommended:

- i) Students who are having academic difficulties with a course should speak directly to the Lecturer of that course.
- ii) A student who wishes to discuss the overall organization of the programme should speak to the Programme Leader or his/her deputy.
- iii) A formal consultative process between students and staff exists in the department in the form of a Joint Staff & Student Consultative Committee (JSSCC). One student from each year will be elected to sit in the JSSCC Committee.

5.1 Programme Leader

<u>Position</u>	<u>Staff Name</u>	<u>Tel.</u>	<u>Email</u>
Programme Leader	Prof Mingliang He	3442-2292	minglihe@cityu.edu.hk
Deputy Programme Leader	Dr Xi Yao	3442-4829	xi.yao@cityu.edu.hk

5.2 Administrative Support from BMS General Office

BMS General Office

Address

1A-101, 1/F, Block 1A, To Yuen Building

Office Hours

Monday - Friday	8:45 am – 5:45 pm
<i>Lunch Break</i>	<i>12:30 pm – 2:00 pm</i>
Saturday, Sunday & Public Holidays	Closed

Email and Phone Enquiry

	Tel	Email
MSc in Health Sciences & Management	3442-4985	bms.tpg@cityu.edu.hk
General Enquiries	3442-5657	bms.go@cityu.edu.hk

Fax

3442-0549

Appendix 1: Academic Calendar 2020/21

Semester A 2020/21

Aug 2020

	S	M	T	W	T	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
WK 1	30	31					

Events / Public Holidays

27 Jul - 1 Aug Student Revision Period

3 - 8 Examination Period

10 - 29 Term Break

31 Aug - 28 Nov Semester A 2020/21

Sep 2020

	S	M	T	W	T	F	S
			1	2	3	4	5
WK 2	6	7	8	9	10	11	12
WK 3	13	14	15	16	17	18	19
WK 4	20	21	22	23	24	25	26
WK 5	27	28	29	30			

Oct 2020

	S	M	T	W	T	F	S
					1	2	3
WK 6	4	5	6	7	8	9	10
WK 7	11	12	13	14	15	16	17
WK 8	18	19	20	21	22	23	24
WK 9	25	26	27	28	29	30	31

Events / Public Holidays

1 National Day

2 Day following Mid-Autumn Festival

5 Graduation Date

26 Day following Chung Yeung Festival

Nov 2020

	S	M	T	W	T	F	S
WK 10	1	2	3	4	5	6	7
WK 11	8	9	10	11	12	13	14
WK 12	15	16	17	18	19	20	21
WK 13	22	23	24	25	26	27	28
	29	30					

Events / Public Holidays

28 Last Day of Teaching

30 Nov - 5 Dec Student Revision Period

Dec 2020

	S	M	T	W	T	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

Events / Public Holidays

7 - 19 Examination Period

21 Dec 2020 - 9 Jan 2021 Semester Break

25 Christmas Day

26 Day following Christmas Day

Semester B 2020/21

Jan 2021

	S	M	T	W	T	F	S
						1	2
	3	4	5	6	7	8	9
WK 1	10	11	12	13	14	15	16
WK 2	17	18	19	20	21	22	23
WK 3	24	25	26	27	28	29	30
	31						

Events / Public Holidays

21 Dec 2020 - 9 Jan 2021 Semester Break

1 First Day of January

11 Jan - 24 Apr Semester B 2020/21

Feb 2021

	S	M	T	W	T	F	S
WK 4		1	2	3	4	5	6
WK 5	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
WK 6	21	22	23	24	25	26	27
	28						

Events / Public Holidays

11 - 17 Lunar New Year Break

12 - 15 Lunar New Year Holidays

16 Graduation Date

Mar 2021

	S	M	T	W	T	F	S
WK 7		1	2	3	4	5	6
WK 8	7	8	9	10	11	12	13
WK 9	14	15	16	17	18	19	20
WK 10	21	22	23	24	25	26	27
WK 11	28	29	30	31			

Apr 2021

	S	M	T	W	T	F	S
					1	2	3
	4	5	6	7	8	9	10
WK 12	11	12	13	14	15	16	17
WK 13	18	19	20	21	22	23	24
	25	26	27	28	29	30	

Events / Public Holidays

2 - 8 Easter Break

2 Good Friday

3 Day following Good Friday

5 Day following Ching Ming Festival

6 Day following Easter Monday

24 Last Day of Teaching

26 Apr - 1 May Student Revision Period

May 2021

	S	M	T	W	T	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					

Events / Public Holidays

1 Labour Day

3 - 15 Examination Period

17 May - 5 Jun Semester Break

19 Buddha's Birthday

Summer Term 2021

Jun 2021

	S	M	T	W	T	F	S
			1	2	3	4	5
WK 1	6	7	8	9	10	11	12
WK 2	13	14	15	16	17	18	19
WK 3	20	21	22	23	24	25	26
WK 4	27	28	29	30			

Events / Public Holidays

17 May - 5 Jun Semester Break

7 Jun - 24 Jul Summer Term 2021

14 Tuen Ng Festival

Jul 2021

	S	M	T	W	T	F	S
					1	2	3
WK 5	4	5	6	7	8	9	10
WK 6	11	12	13	14	15	16	17
WK 7	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

Events / Public Holidays

1 HK SAR Establishment Day

15 Graduation Date

24 Last Day of Teaching

26 - 31 Student Revision Period

Aug 2021

	S	M	T	W	T	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

Events / Public Holidays

2 - 7 Examination Period

9 - 28 Term Break

Appendix 2

Model Study Path for MSHSM 2020-2021 (1 Year Full-time)

Year	Sem.	Courses					CU's
1	A	BMS8001 Research Ethics and Methodology (2 CUs)	BMS8105 Biotherapy and Nanomedicine (3 CUs)	MS5217 Statistical Data Analysis (3 CUs)	Elective from BMS (3 CUs)	Elective from SEEM (3 CUs)	14
	B	BMS8102 Frontiers in Biomedical Sciences (2 CUs)	BMS5001 Common Diseases and Management (3 CUs)	MS5411 Healthcare Management (3 CUs)	SEEM6012 Technological Innovation and Entrepreneurship (3 CUs)	BMS5003* Project Study (5 CUs)	16
Total:						30 CUs	

Elective courses in Semester A:

- BMS5002 Infectious Disease Management (3 CUs)
- BMS8106 Stem Cell and Regeneration Medicine (3 CUs)
- SEEM5010 Engineering Management Principles and Concepts (3 CUs)
- SEEM6037 Managing Strategic Quality (3 CUs)

Elective courses in Semester B:

- BMS8107 Cancer Biology and Precision Medicine (3 CUs)
- SEEM6009 Project Management (3 CUs)

Remarks: For Full-time students only

* BMS 5003 Project Study will last for a maximum of two semesters to complete (Semester B and Summer Semester).

Model Study Path for MSHSM 2020-2021 (2 Years Part-time)

Option A

Year	Sem.	Courses			CU's
1	A	BMS8105 Biotherapy and Nanomedicine (3 CUs)	MS5217 Statistical Data Analysis (3 CUs)	Elective from BMS or SEEM (3 CUs)	9
	B	BMS5001 Common Diseases and Management (3 CUs)	MS5411 Healthcare Management (3 CUs)	SEEM6012 Technological Innovation and Entrepreneurship (3 CUs)	9
2	A	BMS8001 Research Ethics and Methodology (2 CUs)	BMS5003** Project Study (5 CUs)		7
	B	BMS8102 Frontiers in Biomedical Sciences (2 CUs)	Elective from BMS or SEEM** (3 CUs)		5
				Total:	30 CUs

Option B

Year	Sem.	Courses			CU's
1	A	BMS8105 Biotherapy and Nanomedicine (3 CUs)	MS5217 Statistical Data Analysis (3 CUs)	Elective from BMS or SEEM (3 CUs)	9
	B	BMS5001 Common Diseases and Management (3 CUs)	MS5411 Healthcare Management (3 CUs)	SEEM6012 Technological Innovation and Entrepreneurship (3 CUs)	9
2	A	BMS8001 Research Ethics and Methodology (2 CUs)	Elective from BMS or SEEM** (3 CUs)		5
	B	BMS8102 Frontiers in Biomedical Sciences (2 CUs)	BMS5003** Project Study (5 CUs)		7
				Total:	30 CUs

Elective courses in Semester A:

- BMS5002 Infectious Disease Management (3 CUs)
- BMS8106 Stem Cell and Regeneration Medicine (3 CUs)
- SEEM5010 Engineering Management Principles and Concepts (3 CUs)
- SEEM6037 Managing Strategic Quality (3 CUs)

Elective courses in Semester B:

- BMS8107 Cancer Biology and Precision Medicine (3 CUs)
- SEEM6009 Project Management (3 CUs)

Remarks: For Part-time Student only

** Part-time students have the flexibility to choose to take BMS5003 Project Study or the elective from BMS or SEEM in either Semester A or B or vice versa. Please note that the Project Study will last for a maximum of two semesters to complete (in Semester A and B or in Semester B and Summer Semester).

+ If part-time students would wish to complete the MSHSM programme for more than 2 years or having other study plans than the above option A & B, please send email to us at bms.tpg@cityu.edu.hk to discuss.