



Master of Science Specializing in Biostatistics

Department of Public Health Sciences Student Handbook

This handbook provides information on the MSc Specializing in Biostatistics program at Queen's University. This document covers information surrounding program structures, course offerings, faculty information, and general university-wide material and resources.

If you require any further information, please feel free to contact epid@queensu.ca or 613-533-2901

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The collaborative MSc, specializing in biostatistics is a 12-month program. It is intended to meet the growing national and international demand for qualified Master's level biostatisticians in academia and industry, and in epidemiologic and health services research. Graduates of this program will be capable of working as biostatistical data analysts within multi-disciplinary health research teams. This objective will be achieved through coursework that equips students with a sound knowledge of observational and experimental study designs, statistical theory, statistical models for analyzing health data, and statistical computing. A four-month practicum provides students opportunities to apply their knowledge and obtain consulting expertise within an academic or industrial health setting.

The Department of Public Health Sciences and Department of Mathematics and Statistics jointly offer the collaborative MSc program in biostatistics specialization. The two departments offer strong graduate programs that include a broad range of courses in statistics, biostatistics, epidemiology, and health-service research. By combining these resources, students in the collaborative program will have unique opportunities to develop the analytical skills and practical experience needed to interact with practitioners and to work on current research projects in a variety of health areas.

If you have any questions or require further information, please feel free to contact me or the graduate assistant, and we will be happy to assist you.

Sincerely,

Michael McIsaac, PhD
Director, MSc Specializing in Biostatistics
mcisaacm@queensu.ca

Sue Preston
Graduate Assistant
epid@queensu.ca

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Departmental Overview

The Department of Public Health Sciences (known as the Department of Community Health and Epidemiology prior to 2013) was established in 1968 to study the incidence of diseases in Canadian communities and to find ways to help reduce public-health risks. Since then, the fields of community health and epidemiology have broadened considerably; department members conduct research and teach in areas as diverse as health policy, program evaluation, and biostatistics. The mission of the Department is to advance scientific knowledge relevant to research in epidemiology, public health and biostatistics, and to participate in the dissemination and application of scientific knowledge to the solution of health, health care, and health system issues.

To achieve this mission, the Department contributes to undergraduate medical and life sciences education in epidemiology and biostatistics, and offers thesis-based MSc and PhD degree programs in epidemiology, a practicum-based Master of Public Health, and a collaborative Master of Science program specializing in biostatistics.

The goal of the graduate education programs is to provide students with educational opportunities needed to acquire the knowledge, attitudes, and methodological skills necessary to participate in or lead applied or academic research in health services or epidemiology within the context of multi-disciplinary research teams.

The Department of Public Health Sciences is overseen by Departmental Head, Dr. William Pickett. The department is within the School of Medicine in the Faculty of Health Sciences, under the directorship of Dr. Richard Reznick.

The Department of Public Health Sciences is regulated by The School of Graduate Studies. The Master of Science Specializing in Biostatistics is under the direction of Dr. Michael McIsaac.

Master of Science Specializing in Biostatistics

Organization and Structure

The Department of Public Health Sciences and the Department of Mathematics and Statistics jointly offer the collaborative Master of Science Specializing in Biostatistics program based on a broad range of courses in statistics, biostatistics, epidemiology, and health-services research. This program builds on the strong MSc programs in epidemiology and statistics (home programs) offered in the two departments. This is a 12-month, non-thesis based program (full-time study) that requires students to complete eight term-courses (six mandatory courses and two electives) and a practicum. The practicum will involve a four-month placement working on a project pertaining to some aspect of biostatistics applications or methodological research affiliated with the work of the supervisor.

With combined resources in the two departments, students in the collaborative program will have unique opportunities to develop the biostatistical skills and practical experience needed to interact with practitioners and to work on research projects in a variety of health areas.

Supervisors and Fields of Study

Biostatistics students will be registered in their home program with a pre-determined supervisor or supervisors. At least one of the supervisors is the biostatistics faculty member in their home program. The current list of biostatistics faculty members in the two departments:

Faculty from the Department of Public Health Sciences

- **Dr. Bingshu Chen**
Associate Professor, Canadian Cancer Trials Group, Queen's Cancer Research Institute
Research Interests: *Survival analysis; design and analysis of clinical trials; epidemiology*
- **Dr. Keyue Ding**
Associate Professor, Canadian Cancer Trials Group, Queen's Cancer Research Institute
Research Interests: *Design and analysis of clinical trials; sequential analysis; statistical quality control procedures; change-point detection and estimation; statistical computing.*
- **Dr. Michael Mclsaac**
MSc Biostatistics Program Director, Assistant Professor, Carruthers Hall, Queen's University
Research Interests: *Development and application of statistical methods for public health: two-phase study designs and methods for analysis of incomplete data; design and analysis of epidemiological studies of rheumatology and vasculitis.*
- **Dr. Paul Peng**
Professor, Cancer Care & Epidemiology, Queen's Cancer Research Institute
Research Interests: *Survival analysis; statistical methods for observational and clinical trial studies; statistical computing.*
- **Dr. Dongsheng Tu**
Professor, Canadian Cancer Trials Group, Queen's Cancer Research Institute
Research Interests: *Clinical trials; resampling methods and applications of censored data; meta-analysis; biostatistical theory and methods.*

Faculty from the Department of Mathematics and Statistics

- **Dr. Wenyu Jiang**
Associate Professor, Jeffery Hall, Queen's University
Research Interests: *Statistical analysis of genomic data; statistical methods in clinical trials; Survival analysis; Resampling models.*
- **Dr. Devon Lin**
Associate Professor, Jeffery Hall, Queen's University
Research Interests: *Theory and application of fractional factorial designs; design construction for computer experiments; evaluation of complex computer models; Variance estimation in complex survey.*
- **Dr. Glen Takahara**
Associate Professor, Jeffery Hall, Queen's University
Research Interests: *Bayesian methods and applications; orientation-data analysis, and functional data.*

Research groups

The faculty members in the Department of the Public Sciences Statistics are affiliated with a number of health-research groups in the Kingston area. Some of them are listed below. By studying in this program, students will have opportunities to interact with health researchers in these groups. Some of the research groups have the potential to provide practicum or employment opportunities:

- [Centre for Health Services and Policy Research](#)
21 Arch Street, 3rd Floor, Abramsky Hall, Queen's University
Director: Dr. Michael Green, email: michael.green@dfm.queensu.ca
- [Cancer Care & Epidemiology, Queen's Cancer Research Institute](#)
10 Stuart Street, 2nd Floor, Cancer Research Institute, Queen's University
Director: Dr. Michael Brundage, email: michael.brundage@krcc.on.ca
- [KGH Research Institute](#)
76 Stuart Street, Angada 4, Kingston General Hospital (KGH)
President & CEO: Dr. Roger Deeley, email: deeleyr@queensu.ca
- [Kingston, Frontenac, Lennox & Addington Public Health Unit \(KFLA Public Health\)](#)
221 Portsmouth Avenue, Kingston
Medical Officer of Health: Dr. Kieran Moore, email: kieran.moore@kflapublichealth.ca
- [Canadian Cancer Trials Group, Queens's Cancer Research Institute](#)
10 Stuart Street, 1st Floor, Cancer Research Institute, Queen's University
Director: Dr. Janet Dancey: jdancey@ctg.queensu.ca
- [ICES Queen's](#)
21 Arch Street, 2nd Floor, Abramsky Hall, Queen's University
Director: Dr. Joan Tranmer, email: tranmerj@queensu.ca

Program Requirements

The objective of the Collaborative MSc Program in Biostatistics is to provide students with a unique opportunity to develop the analytic skills and practical experience needed to interact with practitioners and to work on current research projects in a variety of health areas. This objective is achieved through coursework and a practicum. Students whose home program is in PHS are required to complete:

- Eight courses in two terms. The six core courses (**EPID 801, EPID 823, EPID 804, STAT 853, STAT 886, STAT 862**) are taken during the fall and winter terms, along with two elective courses (one each term).
- A supervised practicum project in biostatistics (**EPID 888**) in the summer term. Under the direction of a supervisor, students will complete either a research project pertaining to some aspect of the biostatistics methodological research work of their supervisor, or a practicum placement with an academic or industry-based research group pertaining to the biostatistics applications.
- A Human Research Ethics (CORE) online tutorial (**SGS 804**). The Tri-Council online course is a mandatory requirement for all graduate students conducting research involving human subjects.

Mandatory Courses

EPID 801: Introduction to Epidemiology

This course deals with the design and analysis of research in epidemiology. Topics include: measures of health status; risk factors and associations between them; study design including descriptive, analytical, experimental, and theoretical approaches; validity issues; critical appraisal; sources of data; and data collection and management.

Three term-hours, Fall.

Instructor: W. Pickett

EPID 804: Intermediate Epidemiology

This course deals with advanced methods and issues in the design, conduct, analysis and interpretation of epidemiologic studies. The content focuses on observational study design and analysis, and builds on epidemiologic principles presented in EPID 801. Data analysis will emphasize the application and interpretation of statistical concepts in epidemiologic research.

Three term-hours, Winter.

Instructor: W. King.

PREREQUISITE: EPID 801.

EPID 823: Advanced Methods of Biostatistics

An advanced course in the theoretical issues and analytical practices in epidemiology and biostatistics. Major topics include the life-table method, demography and confounding and its solution. Detailed design and analysis of cohort, case-referent and experimental studies shall be performed. Multifactor techniques including log-linear logistic and Cox's proportional hazards models will be discussed in detail.

Three term hours, Winter.

Instructor: D. Tu.

PREREQUISITE: EPID 821 or equivalent

STAT 853: Statistical Inference

Decision theory and Bayesian inference; principles of optimal statistical procedures; maximum likelihood principle; large sample theory for maximum likelihood estimates; principles of hypotheses testing and the Neyman-Pearson theory; generalized likelihood ratio tests; the chi-square, t, F and other distributions.

Three term hours, Fall. Instructor : B. Levitt

Offered jointly with STAT 463

STAT 862: Computational Data Analysis

An introduction to aspects of computer software consistent with modern professional practice of statistics. Particular attention is given to the use of the statistical packages SAS and R.

Three term hours, Fall.

Instructor: A Sadeghkhan

Offered jointly with STAT 462

STAT 886: Survival Analysis

Introduces the theory and application of survival analysis: survival distributions and their applications, parametric and nonparametric methods, proportional hazards models, counting process and proportional hazards regression, planning and designing clinical trials.

Three terms hours, Fall.

Instructor: W. Jiang

Offered jointly with STAT 486.

Elective Courses

Department of Public Health Sciences

EPID 810: Controlled Clinical Trials

This course will cover material relevant to the design and conduct of controlled clinical trials. Design topics will include methods used to achieve unbiased results with improved precision, such as adequate sample size, randomization, blinding, pre- and post-stratification, cross-over designs, placebos and the counting of relevant events. Attention will be given to the problems of conducting multi-centre clinical trials. Topics covered will include drafting of protocols, design of data forms, logistics of data flow, methods of follow-up, data management and quality control, periodic reporting, final data analysis and the production of final reports. Ethical issues and the role of randomized trials in clinical investigation will be discussed.

Three term hours, Winter. Instructor: H. Richardson.

EPID 815: Independent Study

This course is designed for individual students interests that are not covered by existing courses offered in the Department. Normally, this will take the form of a closely supervised reading course in the area of a graduate instructor's expertise but may also include practical field experience. The proposed study must be improved by the appropriate instructor and Program Director, the Coordinator of Graduate Studies and the Head of the Department.

EPID 817: Foundations of Cancer Control

This course is intended for graduate students, clinical fellows and postdoctoral fellows who are engaged or interested in cancer research. This course will provide students with training in the fundamentals of epidemiologic methods in cancer research and with knowledge of how epidemiology could contribute to better understanding of cancer etiology and control in human populations. The course will focus on concepts and methodological issues central to the conduct of epidemiologic studies of cancer etiology and control.

Topics will include: an introduction to basic epidemiologic concepts, biologic concepts central to the investigation of cancer, study design, clinical epidemiology, and cancer control and prevention.

Three term hours, Fall. Instructor: H. Richardson. Not offered 2017-18.

EPID 822: Intermediate Biostatistics

This course deals with the commonly used statistical methods proven useful in health services research and the epidemiologic analysis of the relationship between traits, exposures or treatments and diseases or other medical outcomes. The course emphasizes the statistical modelling approach with topics including multiple regression, analysis of variance and covariance, reliability of measurements, analysis of categorical data and logistic regression.

Three term-hours, plus a two-hour tutorial, Winter. Instructors: P. Peng and C. O'Callaghan. SAS Tutorial instructors: A. Day and J. Zhang-Salomons. PREREQUISITE: EPID 821.

EPID 828: Infectious Diseases

This course provides an introduction to the principles of infectious disease prevention and control relevant to public health practice. The course focuses on the etiology, history, societal impacts, and determinants of infectious diseases of major public health importance. There is an emphasis on modern prevention and control efforts that can be applied at the local, national and international levels.

Not offered 2017-18.

EPID 829: Foundations in Global Health

Students will be exposed to various global health concepts and be trained to work through potential solutions in a public health context. The course will be taught through formal lecture, seminar and small group learning and online modules. The course be taught through formal lecture, seminar and small group learning, and online modules. Topics may include: health, public health, and development; Aboriginal health; health systems and policies; Canada's role in global health and social justice; and special populations.

Three term hours, Fall. Instructor: C. Davison.

EPID 831: Chronic Disease Epidemiology

This course will provide an overview of the epidemiology of some of the leading non-infectious causes of morbidity and mortality in Canada and will highlight the key methodological considerations for the study of each disease or health problem.

Three term hours, Fall. Instructor: H. Richardson. PREREQUISITE: EPID 801 AND EPID 821 or equivalents with permission of course coordinator.

EPID 832: Mental Health/Critical Inquiry

This course will provide students with in-depth substantive knowledge about the evolution of health issues that have shaped policy and mental health services.

Three term hours, Winter. Instructor: H. Stuart. PREREQUISITE: EPID 801 or permission of course instructor.

EPID 833: Issues in Military and Veteran Health Research

Students are exposed to health issues associated with military experience that includes both veterans and military families. As a weekly webinar, the course will include presentations from Canadian specialists who will contextualize military mental and physical health needs and introduce theoretical and methodological approaches to conducting applied health research among this population.

Three term hours, fall, every year. Instructors: S. Belanger.

Department of Mathematics and Statistics**STAT 855: Stochastic Processes and Applications**

Markov chains, birth and death processes, random walk problems, elementary renewal theory, Markov processes, Brownian motion and Poisson processes, queuing theory, branching processes.

Three term hours.

Offered jointly with MTHE/STAT 455

STAT-864: Discrete Time Series Analysis

Autocorrelation and autocovariance, stationarity; ARIMA models; model identification and forecasting; spectral analysis. Applications to biological, physical and economic data.

Three term-hours; lectures.

Offered jointly with STAT-464

STAT 865/465: Quality Management

An overview of the statistical and lean manufacturing tools and techniques used in the measurement and improvement of quality in business, government and industry today. Topics include management and planning tools, Six Sigma approach, statistical process charting, process capability analysis, measurement system analysis. (Offered jointly with STAT 465.)

Three term hours.

Not offered in 2017-18.

STAT-871: Design and Analysis of Experiments

Analysis of variance for fixed, random and mixed models; analysis of covariance; distribution of mean squares; classical designs including fractional factorial experiments, Latin squares and split plot designs. Modern topics including Taguchi methods and designs for nonlinear models.

Three term hours; lectures.

(Offered jointly with STAT-471)

STAT 873: Generalized Linear Models

An introduction to advanced regression methods for binary, categorical, and count data. Major topics include maximum-likelihood method, binomial and Poisson regression, contingency tables, log linear models, and random effect models. The generalized linear models will be discussed both in theory and in applications to real data from a variety of sources.(Offered jointly with STAT-473*.)

Not offered in 2017-18.

MATH 895: Probability Theory

The course provides basic knowledge in probability at the graduate level. Topics will include: basic notions and concepts of Probability Theory; characteristics functions; law of large numbers and central limit theorem; martingales; stochastic processes.

Three term hours, Winter.

Interdepartmental Electives

Students in the past have completed electives within the listed departments. Any electives taken within other departments require approval from the MSc Specializing in Biostatistics Program Director.

[Department of Psychology](#)

[Department of Biology](#)

[Economics Department](#)

EPID 888: Master's Practicum

After successfully completed the required coursework (six core courses and two elective courses) in fall and winter terms, the students will start the four-month practicum placement in the summer term.

The objectives of the practicum are to give students the opportunity:

- to develop the analytical, technical and interpersonal skills required for a biostatistician to work effectively in the multi-disciplinary health research environments.
- to apply the biostatistics research and analytic skills that they have learned in coursework to multi-disciplinary projects within health research groups in universities, hospitals, government agencies, industries and other related settings. Through the practicum placements, the experience that students gain in consulting, communication, report writing and team work will allow them to develop their consulting expertise.

There are two forms of practicum:

1. Application Practicum – This is a practicum placement with an academic or industry-based research group pertaining to the biostatistics applications. Practicum activities will vary according to student interest and the nature of available projects. In any situations, suitable practica will include opportunities for data management, statistical programming, statistical analysis, attending group meetings, report writing, and presentation of results.
2. Methodology Practicum – This is a research project pertaining to some aspect of the biostatistics methodological research work of their supervisor. Practicum activities will pertain to some aspect of biostatistics methodological research affiliated with the work of the supervisor, a core faculty member in a biostatistics area.

For more information use the guide to the practicum.

Ethics

Students must complete an online course in Human Research Ethics (CORE - SGS 804) offered by the School of Graduate Studies. Master of Science specializing in Biostatistics students are required to take this course before the start of their research. The URL for course access is:

<http://www.pre.ethics.gc.ca/eng/education/tutorial-didacticiel/>

Academic Information

Academic Progress

Academic progress will be monitored by the academic advisor/thesis supervisor and the MSc Specializing in Biostatistics Program Director to ensure that major milestones are reached.

The following guidelines are used when assessing student progress toward major milestones:

Semester	Courses
1 - Fall	EPID 801: Introduction to Epidemiology STAT 853: Fundamentals of Statistical Inference STAT 862: Computational Data Analysis One Elective SGS 804: Human Research Ethics (online tutorial)
2 - Winter	EPID 804: Advanced Epidemiologic Methods EPID 823: Advanced Methods in Biostatistics STAT 886: Survival Analysis One Elective
3 - Spring/Summer	EPID 888: Practicum

Academic Dishonesty

All registered graduate students should be aware of the seriousness of academic dishonesty in a graduate setting and the possibility of expulsion from the program for any of the listed offences. Submitting any written work (either in draft or final form) in whole or in part that is authored by someone else, or using direct quotations or large sections of paraphrased material in a project, research report, thesis, or other scholarly publication without appropriate acknowledgment is considered Academic Dishonesty.

An expanded discussion, including definitions of Academic Dishonesty and Plagiarism is found in the School of Graduate Studies calendar.

Students are encouraged to consult their course instructors regarding appropriate use of materials if in doubt about how their use may relate to academic dishonesty. If a course instructor, teaching assistant or supervisor identifies a case of Academic Dishonesty; the steps outlined below will be followed. There will be no exceptions to the policy.

Policy on Plagiarism

The Department of Public Health Sciences Policy on Plagiarism applies to any submitted work in any registered course a student is taking while registered as a graduate student, or a student thesis outline, thesis proposal and/or final thesis or practicum project.

Should a student's submitted work be found to contain any evidence of plagiarism (unreferenced work from other papers, books, articles, websites, including and not limited to figures, text, tables, lists, conclusions, etc.), the following action shall be taken:

- The student will receive a grade of zero for the submitted work in which the infraction is found. The final grade in the course will be computed using the method specified by the instructor in the course outline.
- A note will be placed in the student's file indicating that academic dishonesty has occurred. Should the student be found to have committed academic dishonesty on a second occasion, the department will seek to have the student expelled from the program.

Appeal of an Assigned Grade in a Graduate Course

Any student wishing clarification about, or who is dissatisfied with, an assigned grade in a graduate course should first discuss the matter with the course instructor, who will review the work in question. This discussion should take place within 14 days of the grades being available. If the instructor agrees to change a grade, a change of grade form shall be processed in the usual way.

If the instructor confirms the original grade, and if the student is still dissatisfied, then the student should appeal to the Department Head or Graduate Coordinator in the department, stating clearly the grounds on which the grade should be raised. If the Head or Graduate Coordinator believes the grounds to be reasonable, then the Head or Graduate Coordinator should initiate a review of the grade.

If the Head or Graduate Coordinator does not agree to a review of the grade, then the student has the right to formally request a review of the grade through the Dean of the School of Graduate Studies. The Dean will forward the request to the Head or Graduate Coordinator in the department, who will conduct a review of the grade.

The grade determined by means of the review shall be recorded as the final official grade, irrespective of whether it is identical to, or higher or lower than, the original grade. The Head or Graduate Coordinator will inform all parties, including the Dean of the School of Graduate Studies, of the result of the review. Further appeal of an assigned grade can be made only on the basis of a specific procedural error or errors made in the departmental grade review procedures. This would be done through convening the Academic Appeal Board of the School of Graduate Studies.

Financial and Funding Information

The department will consider funding support to full-time students in the program, based upon the student's academic standing and on the sources of funding available each year. The funding support is usually a combination of external internal awards, internal departmental awards, and research assistantships.

Students are expected to apply for internal awards as part of their packages if they are eligible. Generally, minimum eligibility for awards is an 80% average over the past two years (or twenty courses) of study. Qualified first-class candidates (over 80% average) are automatically considered for nomination for internal Queen's Fellowship and Graduate Awards once they are accepted into the program. The Department coordinates these applications, as well as those for external awards and assists students in their preparation.

Students may also receive funding from their supervisors in the form of research-assistant fellowships. Supervisors may request a reasonable contribution of work from students whom they are supporting. The department may also request a reasonable contribution of work from any student who is receiving more than half of their funding from the central departmental awards. Research Assistantships not related to the student's thesis work are also available. These vary according to the availability of positions and are advertised through email to all current students. Full-time students are allowed to work an average of ten hours per week on non-thesis related projects.

A limited number of teaching assistantships for biostatistics classes maybe available to the biostatistics students. Announcements about these positions are sent to all students in the summer prior to the beginning of the academic year and applications are reviewed based on academic standing and relevant experience.

Students conducting a practicum within Queen's health research groups may receive research assistantships.

Students are also encouraged to apply for external scholarships.

Home of the Master of Science specializing in Biostatistics Program



Departmental administrative staff are based in Carruthers Hall and will be happy to show students where equipment is located, how it is operated and how to gain access. All students will be provided with access to office services including fax, phone, courier, supplies, printing and photocopying; some of which is accessed on a cost recovery basis.

The following equipment and facilities are available for student use:

- Students may fax material using the photocopier located in the student common room in Carruthers Hall on the 3rd floor. The photocopy machine is also located in the student common room. All students will be provided with a photocopy code which is required to use the machine. Printing is done on a cost-recovery basis.
- Supplies: Interdepartmental envelopes are available at no charge.
- Outside of the student lounge, a small kitchen is available for student use. It is equipped with a sink, microwave, coffeemaker, and a kettle.
- Computers: Students are required to have their own computers. In order to facilitate group work and allow for students to access desk space in the common rooms, laptops are ideal. There is a computer available for use in the student common room; this computer is equipped with internet access, word processing, SAS and SPSS software. SAS may also be downloaded from IT Services: <http://www.queensu.ca/its/software/enterprise-licenced-software/sas>
- Wireless: Carruthers Hall is equipped for wireless communication so that students may check their emails and work on the web from their workstations, classroom, and common room.
- Shared lockers and shared desk spaces are available to all students on the 3rd floor of Carruthers Hall.
- Keys for the Carruthers Hall and student rooms are available from the Graduate Assistant. A \$20 cash deposit is required which will be returned when keys are handed in.

Access to Email and Computer Accounts

All Public Health Sciences students are required to obtain a Queen's student e-mail account. The computer help desk phone number is: 613-533-6666.

Programs and Services Offered at Queen's

Athletics and Recreation Centre

The Athletic and Recreation Centre is a hub of activity on campus. This facility offers a number of opportunities and locations for students to contribute to and enhance/maintain their health. The Athletic and Recreation Centre provides students, faculty, staff and community members with a selection of eating establishments, a student run café, a small market stocked with fresh produce and meat and a prescription dispensing, fully supplied pharmacy. All of these amenities are situated alongside the 24, 500 sq. ft. of cardiovascular and strength-training space, pool, racquet courts, gymnasiums, exercise, dance and spin studios and combative rooms.

Health, Counseling and Disability Services

Health Services

<http://queensu.ca/studentwellness/health-services>

<http://queensu.ca/studentwellness/contact>

Student Wellness Services provides confidential, student-centred health care. The staff is made up of family physicians and registered nurses with a special interest in the health issues of students. Students are free to arrange appointments at the health centre during the workweek, provided they have not opted out of the health coverage provided by the university.

Health Services is located in the LaSalle building at 146 Stuart St. Appointments can be scheduled by calling 613-533-2506 and are able to be booked at the following times:

Monday - 9:00 am to 4:30 pm

Tuesday - 9:00 am to 7:30 pm

Wednesday - 9:00 am to 4:30 pm

Thursday - 9:00 am to 7:30 pm

Friday - 9:00 am to 3:00 pm

Counselling Services

Counseling Services is committed to providing services that respect the dignity and values of all people inclusive of age, gender, ethnicity, physical qualities, sexual identity and ability.

Some reasons why students seek counseling:

- Abuse and assault issues
- Academic engagement or direction
- Substance use
- Anxiety and mood problems
- Coping with grief or loss
- Relationships
- Eating/body image difficulties
- Self-harm
- Homesickness/Loneliness
- Self-confidence and self-esteem issues
- Sexuality and sexual orientation
- Stress
- Transition to university
- Social functioning
- Dealing with racism

Students are urged to seek guidance and assistance before the issue escalates and becomes more difficult to handle.

To make a counseling appointment, please call 613-533-6000 ext. 78264 or stop by, in person, to the LaSalle building at 146 Stuart St. Appointment times fall within 9:00 am – 4:30 pm Monday through Friday.

The School of Graduate Studies also has dedicated on-site counsellors for graduate students:

<http://www.queensu.ca/sgs/current-students/sgs-habitat>

[Information for Graduate Students about Harassment Protocols and Response Protocols](#)

Disability Services

The mission of the Disability Services group is to promote educational equity for students with disabilities, and to assist those students in pursuing a university education.

The Disability Services group assists students by:

- Facilitating access to information, services, space and activities
- Promoting autonomy
- Providing advocacy and support
- Recommending accommodations
- Educating the Queen's community about the ways in which the above objectives may be supported and empowered

Registration and Documentation

In order to become registered with Disability Services, students must provide documentation and information from a registered health care professional on their disability. This documentation should include a diagnostic statement and a description of functional limitations, in particular those that have an

impact on performance in a university environment. All documentation must be on the practitioner's official letterhead, indicating name of practitioner, professional credentials, address, phone number, date and signature.

The registration process includes a meeting with an advisor and this appointment can be booked by contacting Disability Services by phone: 613-533-6467, email: hcds.dso@queensu.ca or in person: LaSalle Building, 146 Stuart St, first floor.

Please visit <http://www.queensu.ca/hcds/ds/students/registration.html#new> for the complete registration process for new students.

Accommodations Offered by Disability Services

Upon documentation receipt, an advisor will review it and work with you to create an appropriate individualized accommodation plan that may include:

- Special examination arrangements
- Use of computers for exams and an adaptive technology lab and equipment loan
- Special classroom arrangements
- Alternate formats for course material