

Institute of Health Policy & Management
Erasmus University Rotterdam

Teaching and Examination Regulations
Master in Health Economics, Policy & Law

Academic year 2016-2017

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Teaching and Examination Regulations

1 General

Article 1.1 Applicability of the regulations

These regulations are applicable to the study programme and examinations of the master programme in Health Economics, Policy & Law (HEPL), for all students enrolled in the academic year 2016-2017, offered by the Institute of Health Policy & Management, hereinafter referred to as the Institute.

These regulations are also applicable to the HEPL courses offered within the context of the European master in Health Economics and Management (Eu-HEM). Overall regulations for this programme can be found in the Teaching and Examination Regulations of Eu-HEM.

Where necessary, interim rules related to pending changes to the curriculum are appended to these Teaching and Examination Regulations. These rules do not include individual arrangements that are handled by the Examination Board. The master programme HEPL is legally bound by the Dutch Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek - WHW).

Article 1.2 Aims of the study programme

The master HEPL programme is designed to provide students with the analytical skills and conceptual knowledge to understand the complexities of health care systems. The programme focuses on the contribution of the disciplines of economics, policy-sciences and law to the analysis and explanation of health policy. This multidisciplinary focus ensures that HEPL-graduates understand the economic, political and legal context of international health policy issues. The central issues that the programme addresses include the types of questions these disciplines deal with, the conceptual frameworks, methodological tools and research methods these disciplines use, how these disciplines complement each other in order to provide a more complete understanding of the nature and causes of health policy problems, and which solutions these various disciplines propose for current health policy problems. This multidisciplinary approach is also applied to international comparative analyses of health care systems and reform initiatives.

The master HEPL programme has a clear international orientation. HEPL graduates understand, for example, how different health care systems combine efficiency and equity in health care, in terms of outcomes and policy measures, the impact of European and global developments on the future of national health care systems, the effect of international organisations and treaties on domestic health policies.

Holders of the master HEPL degree who graduate from Erasmus University are able to:

1. understand the complexities of health care systems and to apply conceptual knowledge from the fields of economics, policy sciences and law to the analysis of everyday health policy issues that arise within different health care systems around the World.
 - The student is able to classify different types of health care systems, to describe how these systems function in terms of organising and financing health care, and to explain their implications for efficiency and equity in health care.
 - The student is able to apply methods of economic analysis to investigate the comparative performance of health systems and health technologies, and to utilise such analysis to infer implications for policy.
 - The student is able to classify different modes of governance in health care, to distinguish changes in arrangements associated with health care system reforms, and to deduce the political and institutional conditions required to make successful development of systems possible.
 - The student has knowledge of the international legal framework concerning the right to health care and is able to utilise this knowledge to examine contemporary problems and dilemmas national health care systems face with respect to access to health care.
2. apply multiple perspectives to health care issues
 - The student is able to analyse problems from the multidisciplinary perspectives of economics, governance and law.
 - The student is able to interpret problems from different role perspectives, as for instance that of a policy maker, an insurer, a researcher/consultant, a health care provider or a patient.
 - The student is able to appraise problems on a national level in relation to international perspectives, as for instance under different health care systems or legal arrangements
 - The student recognises her/his role and perspective in different problem contexts and is motivated to identify possible alternative roles and perspectives and to contrast these with her/his own.
3. design and carry out research

- The student has a problem-oriented attitude to research questions.
 - The student is able to identify a solution-oriented approach to research questions.
 - The student has research skills: she/he is able to formulate a research question, choose an appropriate research design, carry out the necessary activities to gather data and interpret and analyse the results and to report on her/his findings in an academic manner
 - The student is able to organise her/his (research) activities.
4. communicate
- The student is able to make oral presentations at master level.
 - The student is able to make written presentations writing at master level.
 - The student is able to point out and talk about problems arising within a (group) project.
5. reflect
- The student is able to assess her/his level of competence and is motivated to update missing competences.
 - The student has a critical attitude towards her/his role and discipline. The student is able to appraise the implications and limitations of her/his research design and results, and their relevance and contribution to current knowledge.

The programme offers a specialisation in Health Economics, in association with the Health Economics group of the Erasmus School of Economics (ESE). This specialisation provides students with advanced concepts and tools of economic analysis relating to health care, including the analysis of the particular functioning of health care markets and the economic evaluation of health care programmes and interventions.

Article 1.3 Definitions

In the regulations, the following words shall have the following meanings:

- a. *academic year*: the academic year runs from 1 September to the following 31 August (inclusive);
- b. *Admission Committee*: Committee, established by the Executive Board of the institute to make decisions about the admission of applicants to the master programme;
- c. *bachelor*: the bachelor programme of Health Sciences, Health Policy & Management, of the institute;
- d. *course*: a specific examination part to which an exam is connected;

- e. *course book*: document which, taking into account the study guide, describes the examination part including the requirements concerning examination;
- f. *course coordinator*: the person who is responsible for the management of a course in the master programme;
- g. *course guide*: the document which describes the programme of studies and states the forms of examinations and their weighing;
- h. *director of education*: the person who is responsible for the general management of all study programmes provided by the institute;
- i. *ECTS*: abbreviation of credit points as defined by the “European Credit Transfer System”. One ECTS represents 28 hours of study;
- j. *exam*: the total assessment of the performance of the student on separate examination parts of the master programme, as referred to in Article 7.10 of the law; the aforesaid;
- k. *Examination Board*: the board referred to in Article 7.12 of the law for administering examinations and for organizing and coordinating the examinations of the study programme;
- l. *examination part*: a study unit of the master programme, within the meaning of the law;
- m. *examiner*: a person, as referred to in Article 7.12 of the law, who is designated by the Examination Board to administer examinations.
- n. *hbo*: abbreviation of ‘hoger beroepsonderwijs’ (professional education/university of applied sciences);
- o. *OO*: the Education Service Center of the institute that is responsible for the administrative procedures of the programme;
- p. *the institute*: the Institute of Health Policy & Management;
- q. *the law*: the Dutch Higher Education and Research Act (Wet op het hoger onderwijs en wetenschappelijk onderzoek - WHW);
- r. *master*: the master programme of Health Economics, Policy & Law (HEPL) of the institute;
- s. *practical*: a practical exercise, as referred to in Article 7.13 of the law, in one of the following forms:
 - writing a thesis,
 - writing a paper or essay,
 - carrying out a research assignment,
 - taking part in a study visit,
 - carrying out a practical assignment,
 - taking part in another study activity aimed at the attainment of certain skills.

- t. *pre-master programme*: especially designed programme for Dutch speaking students with an hbo-bachelor or a university-bachelor degree, aimed at removing any deficiencies before entering the master programme;
- u. *programme director*: the person who is responsible for the management of the master programme;
- v. *Rules and Regulations*: the rules, guidelines and instructions of the Examination Board with regard to the examinations and exams, as referred to in Article 7.12, paragraph 4 of the law. The Rules and Regulations are added to the Teaching and Examination Regulations;
- w. *student*: a person who is enrolled at the university in order to pursue the study course and/or to take the exams and examinations of the study programme;
- x. *vwo*: abbreviation of 'voorbereidend wetenschappelijk onderwijs' (pre-university education).

Article 1.4 Degree

1. Whoever has successfully passed all the examination parts of the master programme will obtain:
 - a. the degree of Master of Science in Health Economics, Policy & Law, in the event of passing the examination parts of the multidisciplinary programme unit Health Economics, Policy & Law, as referred to in Article 3.3;
 - b. the degree of Master of Science in Health Economics, Policy & law, in the event of passing the examination parts of the monodisciplinary (economics) programme unit Health Economics, as referred to in Article 3.3;
2. The obtained degree will be inscribed on the master certificate.

Article 1.5 Language

1. The teaching for the master programme is entirely in English. Derogations from this are not permitted.
2. The practicals, exams and examinations for the master programme are held in English. Derogations from this are not permitted.

Article 1.6 Participation in educational activities

1. Students are supposed to actively participate in every educational activity that the institute offers irrespective of whether the activities are compulsory or not. This concerns not only lectures and working groups but also the making of course evaluations.
2. Participation in educational activities is compulsory when it concerns a practical for which participation in the corresponding practical exercise is necessary for taking the examination.
3. The course book for each course states:
 - a. for which educational activities participation is compulsory because it concerns a practical as outlined above;
 - b. which educational activities are directly linked to the learning goals and therefore part of the examination;
 - c. which assessment criteria are used for the above mentioned educational activities.

2 Admission to the master programme

Article 2.1 Admission requirements

Admitted to the master programme are, conditional upon the required proficiency in English as specified in Article 2.2 and proficiency in mathematics as specified in Article 2.4:

1. Those who have obtained a Dutch Bachelor or Master of Science degree in
 - Bachelor in Health Sciences, Health Policy & Management, (Gezondheidswetenschappen, Beleid & Management Gezondheidszorg) from the institute
 - Bachelor in European Public Health (Maastricht)
 - Bachelor in Health Sciences (Maastricht) with a major in Policy, Management and Evaluation of Health Care
 - Bachelor in Health Sciences (Twente)
 - Bachelor in Health and Society (Wageningen)
 - Bachelor in Health Sciences (VU Amsterdam) completed with extracurricular courses 'Economie van de Nederlandse Gezondheidszorg', 'Management van Innovatie' and 'Gezondheidsrecht en ethiek'
 - Master in Health Sciences (VU Amsterdam) with a specialisation in Policy
 - Bachelor or master in economics (all universities)
 - Bachelor or master in Medicine (all universities)
 - Bachelor or master in Law (all universities)
 - Bachelor or master in Pharmacy (all universities)

2. Those who have a positive decision (admission statement) granted by the Admission Board, on behalf of the Executive Board of Erasmus University Rotterdam and the Dean of the Faculty of Medicine and Health Sciences, for the duration of the academic year.

Article 2.2 Admission Statement

Those who have obtained a certificate of the pre-master programme, HEPL-variety, especially designed by the institute for graduated hbo-bachelors and graduated university-bachelors, for the purpose of removing any deficiencies before entering the master programme. In addition, those with a relevant degree must have proven that they meet the eligibility criteria for written

and spoken English, as specified in Article 2.3 and sufficient proficiency in mathematics as specified in Article 2.4.

Article 2.3 Required proficiency in English

1. - a TOEFL, ITP-TOEFL or IELTS test minimum B2 on all components (www.eur.nl/english/ltc/students/languagestest/toefl) *or*
 - an International Baccalaureate "English A: Language & Literature higher level" received in the Netherlands
2. Exempted from the requirements in Article 2.3.1 are:
 - a. those with the nationality of one of the following countries: Australia, Canada (with the exception of Quebec), Ireland, New Zealand, UK or the USA.
 - b. a university bachelor's or master's programme fully taught in English in one of the following countries: The Netherlands, Australia, Canada (with the exception of the province of Québec), Ireland, New Zealand, the UK, or the USA

Article 2.4 Required proficiency in Mathematics

To the master are admitted those who have proven to have sufficient proficiency in mathematics. Proficient are those with:

- a VWO diploma with at least 6.0 for mathematics A, B, D or equivalent or research methods in previous education, to be assessed by education director or
- a VWO mathematics certificate, to be assessed by education director

3 Composition of the master programme

Article 3.1

The study programme is offered full-time (one year).

Article 3.2 Study load of the study programme

1. The study programme has a study load of 60 ECTS (1680 hours of study).
2. The study load is expressed in whole ECTS.

Article 3.3 Composition of the study programme

1. The master programme Health Economics, Policy & Law and the specialisation Health Economics consists of the following compulsory courses:

Block	Course	ECTS	Health Economics, Policy & Law	Health Economics
1	Economics and Financing of Health Care Systems	5	√	√
	Advanced Research Methods	5	√	
	Quantitative Methods for Applied Economics	4		√
2	Economics of Health and Health Care	5	√	√
	Health Technology Assessment	5	√	√
3	International Health Law	5	√	
	Health Care Governance	5	√	
	Research Topics in Health Economics	5		√
	Public Health Economics	5		√
4	Thesis Plan	5	√	
	Thesis Plan	4		√
5/6	Thesis ¹	15	√	

¹ Students may only participate in the course Thesis if they have completed the course Thesis Plan with a pass.

5/6	Thesis ¹	12		√
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In block 4 and 5 students of the HEPL programme should choose elective courses with a total minimum of 10 ECTS, and students of the HE programme should choose elective courses with a total minimum of 15ECTS. Within the HEPL/HE programme the following elective courses are offered:

Block	Course	ECTS	Health Economics, Policy & Law	Health Economics ²
4	Antitrust And Competition Policy In Health Care	5	√	√
	Global Health Economics	5	√	√
	Patient Preferences In The Delivery Of Health Care	5	√	√
	The Pharmaceutical Market	5	√	
5	Advanced Economic Evaluation**	5	√	√
	Health Politics & Policy	5	√	
	Health, Economic Development & Policy**	5	√	√
	Pharmaceutical Pricing And Market Access**	5	√	√

- The further descriptions of the examination parts referred to in paragraph 1, including obligatory practicals, as stated in the most recent version of the study guide of the institute, the course books of the study programme and the HEPL-master thesis manual, constitute an integral part of these Teaching and Examination Regulations, without prejudice to the other provisions set out in these regulations.

² HE Students choose at least one course (5 cr) from the courses with **

Article 3.4 Exemption from obligatory practicals

1. In exceptional cases, the Examination Board can grant exemption from the obligation to take part in practicals. In that case, the Examination Board can decide that the practicals should be carried out in another way, to be determined by the Examination Board.
2. A request for exemption from the obligation to take part in practical exercises, as referred to in paragraph 1, should be submitted by the student in writing, with reasons and supported by documentation, to the Examination Board at least four weeks before the scheduled commencement of the practical exercise for which exemption is requested. In exceptional cases, the Examination Board may permit derogation from the period stated in the last sentence.

4 Taking examinations

Article 4.1 Time periods and frequency of examinations

1. The opportunity to take compulsory examinations belonging to the examination parts referred to in Article 3.3 is given twice per academic year. With the exception of the courses Thesis plan (5/4 ECTS) and Thesis (15/12 ECTS). For these two courses the rules regarding the examination are stipulated in the HEPL master thesis manual.
2. When an examination part is tested in more than one way, the re-sit (i) also includes different examinations that can be taken separately, or (ii) is composed as one single examination that comprises all of the course learning goals and counts for 100%. In both cases, the highest overall mark at course level applies.
3. In exceptional cases, at the request of the student or the examiner, decide to permit derogations from the provisions set out in paragraph 1.
4. In derogation from the provisions set out in paragraph 1, the opportunity to take a written examination belonging to an examination part for which the instruction is the last to be taught in a specific academic year, is given twice more in the subsequent academic year.
5. The student has a free choice in the number of times that he/she wishes to take a written examination. The result is the highest grade obtained. If the material to be studied for an examination has changed, the new material must be studied.
6. Without prejudice to applicable regulations regarding a period free of examinations, and with due observance of the other provisions set out in these regulations, and of the Rules and Regulations established by the Examination Board, the programme director establishes an examination schedule before the start of the academic year. In the event of urgent exceptional circumstances, the course coordinator can, with the approval of the programme director, change the examination schedule during the academic year, provided that the change is announced in good time, and no later than 35 days prior to the exam.
7. In exceptional cases, at the request of the student, decide that an extra opportunity to take an examination will be offered, in derogation from the examination schedule.

Article 4.2 Form of the examinations

1. The examinations of the master programme are taken in written form, oral form and/or by means of a practical, unless the Examination Board has decided otherwise.

2. The elaborations on the form and weighing of the examinations as referred to in paragraph 1 are determined in the study guide. Alterations during the academic year are possible only with approval of the Examination Board.
3. Physically or sensorially handicapped students are offered the opportunity to take the examinations in a manner adapted as far as possible to their individual handicap. A request for granting special provisions should be submitted by the student in writing, giving reasons and supported by documentation with respect to his or her handicap(s), to the Examination Board as soon as possible after the beginning of the academic year, but at least four weeks before the examination. The Examination Board will decide within 15 days after receipt of the request and will, if necessary, obtain expert advice before making a decision.
4. In exceptional cases the Examination Board may, at the request of the student, decide to derogate from the provisions set out in paragraph 1 and 2.

Article 4.3 Oral examinations

1. No more than one person will be given an oral examination at a time, unless the Examination Board has decided otherwise.
2. An oral examination is taken in public, unless in an exceptional case the Examination Board or the examiner concerned has decided otherwise, or the student has objected to this.

5 Result of examinations

Article 5.1 Determining and announcing results of examinations

1. The examiner determines the result of a examination and publishes the result of the test in Osiris within four weeks following the date of the test. Students can find the results on Osiris Student.
2. In circumstances where the final grade for a course based on different examinations supplementary to the provisions in paragraph 1 of this article, then the grade for an interim test must be available to the student prior to the commencement of subsequent interim tests and the final test within the same course.
3. If the re-sit of the course takes place within a period of 4 weeks following the regular exam, then a shortened marking period will be applicable. The results of the test must in that case have been announced by the examiner at least one week before the re-sit.

Article 5.2 Period of validity

1. The term of validity for the examination part passed is three years.
2. Paragraph 1 of this article does not concern the validity of the course Thesis Plan. The term of validity of this particular course result is limited to the end of the academic year.
3. If an examination part is tested in more than one way, the term of validity of the obtained partial result is limited to the end of the academic year.
4. At the request of the student and on the advice of the study advisor, the Examination Board can in case of exceptional personal circumstances extend the period of validity of an examination part passed for a maximum of one year if, in its judgment, the knowledge, insights and skills relating to the examination component in question are not obsolete.
5. The Examination Board can impose, with respect to an examination part taken and passed more than three years previously, an additional or alternative examination, before the student is admitted to take the exam concerned.

Article 5.3 Right of inspection

- 1a. For a period of thirty calendar days after the results of an examination, but at least before the re-sit takes place, students have the right to discuss the examination questions and the norms for assessing the answer to those questions with the examiner.
- 1b. If a course is tested in several ways, then, supplementary to article 5.3.1.a, the stipulation for interim tests is that the examiner offers the possibility of subsequent discussion of questions and the norms, at least before the following interim and/or final test of the course concerned takes place.
2. During the term mentioned in paragraph 1, persons who have taken written examinations may peruse their assessed work. The examiner may combine perusal with a follow-up interview concerning the stipulation mentioned in paragraph 1.
3. The location and time of the follow-up interview and perusal as mentioned in paragraph 1 and 2 will be determined by the examiner and is to be announced as soon as possible after announcement of the results.
4. In the event that a student can demonstrate that he/she was prevented from being at the assigned location and time for the follow-up interview mentioned in paragraph 1, or appearing for perusal as referred to in paragraph 2, due to force majeure, then at the request of the student an alternative opportunity will be offered, if possible within the term mentioned in paragraph 1.

6 Exemptions

Article 6.1 Exemption from examinations

In principle, no exemptions are allowed for examinations as referred to in article 3.3. Only in exceptional cases at the request of the student and as judged by the Examination Board (paragraph 2 of the Rules and Regulations), can an exemption be allowed from the examinations as referred to in article 3.3.

7 Result of the master exam

Article 7.1 The result of the exam

1. A master degree can be obtained if all examination parts, as referred to in Article 3.3, are completed with a grade of 5.5 or higher. Exam results are expressed in whole numbers and decimals on a scale from 1 to 10, in which a score of 5.5 or higher is counted as a sufficient result. If a student has not participated in a test, 1.0 is attributed. If an examination for one and the same examination part is taken twice or more, the highest result achieved counts.
2.
 - a. In the event that one examination part, excluding the master thesis, is completed with a grade of 5.0 or more, but less than 5.5, a master degree can be obtained if all other examination parts are completed with a grade of 5.5 or higher and if the unweighted average of the grades of all examination parts, excluding the master thesis, is at least 6.0 (not rounded off).
 - b. In the event that an examination part is tested in more than one way, the grade at course level is the weighted average of all partial results
 - c. The defense of the master thesis may be held at the moment that: the student has met the conditions set forth in the course book of the master thesis with regard to the terms which are set for defense.
3. After all the examination parts of the exam have been passed, the Examination Board determines the result of the exam and reaches out the master degree.

8 Requests, decisions and appeals

Article 8.1 Requests and decisions

Requests to the Examination Board on behalf of these regulations must be submitted in writing, with reasons given and accompanied by relevant documents and must be issued as soon as possible but at least within four weeks or the time frame specified in the Rules and Regulations of the Examination Board. For more information: see paragraph 8 of the Rules and Regulations.

Article 8.2 Appeals

A student who objects to a decision of the Examination Board (e.g. assessments), the dean and the Admission Committee may lodge an appeal with the Examinations Appeal Board (CBE) of Erasmus University Rotterdam. In urgent cases, the chair of the CBE can be requested to make provisions. For more information: see paragraph 9 of the Rules and Regulations.

9 Study counseling

Article 9.1 Study counseling, advice and personal circumstances

1. The institute is responsible, without prejudice to the respective provisions of the Executive Board, for recording the study results in such a way that each student can be given an overview at least once per trimester of the results that he/she has obtained in relation to the study and exam programme of the study programme.
2. The director of education is responsible for the study counseling of students who are enrolled for the study programme, partly in order to assist their orientation towards possible study paths within and outside the study programme.
3. Students who may reasonably expect a delay in their studies due to personal circumstances, are required to report these to one of the institute's study counselors within four weeks of their occurrence, or – if the nature of the circumstances is such that the student or his or her representative are not in a position to do so – as soon as possible. Sickness, handicap or pregnancy of the student are considered personal circumstances, as well as special family circumstances, membership of the University Council, the BMG Council, the board of the Faculty Association, or circumstances as mentioned in Article 2.1 Uitvoeringsbesluit WHW.

10 Final and implementation provisions

Article 10.1 Hardship clause

1. If application of the rules of the Teaching and Examination Regulations concerning admission results in unreasonable or unfair situations with respect to the student or a group of students, the student or group of students concerned may submit a written and reasoned request for derogation from the said rules to the Admission Committee, and the Admission Committee can decide to derogate from these rules in favour of the student or group of students.
2. If application of the other rules of the Teaching and Examination Regulations results in unreasonable or unfair situations with respect to the student or a group of students, the student or group of students concerned may submit a written and reasoned request for derogation from the said rules to the Examination Board, and the Examination Board can decide to derogate from these rules in favour of the student or group of students.

Article 10.2 Amendments

1. Amendments to this document can be made in special circumstances by the vice-Dean of BMG following discussion with the programme committee and approval by the faculty council.
2. No amendments will be made that are applicable to the current academic year, unless the interests of the students are, within reason, not thereby prejudiced.
3. Moreover, amendments must not influence, to the detriment of the students, any other decision which has been taken with respect to a student by the Examination Board by virtue of these regulations.

Article 10.3 Announcement

1. The Executive Board of the institute is responsible for an appropriate announcement of these regulations, of the Rules and Regulations established by the Examination Board, and of amendments to these documents.
2. Interested parties may access the documents listed in paragraph 1 of this article by requesting them from Education Support or directly via iBMG's website.

Article 10.4 Entry into force

These regulations enter into force on 31 August 2016.

Established by the Vice-Dean of the institute – mandated by the Dean of the Faculty of Medicine and Health Sciences – on 29 August 2016 after approval by the BMG Council on 12 July 2016