

**Rules and Regulations for the Master of Science Programme in Healthcare Policy, Innovation and Management 2024-2025, as referred to in Article 7.12b of the Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW)**

These rules and regulations have been determined by the board of examiners Health of the Faculty of Health, Medicine and Life Sciences, Maastricht University on 4 July 2024.

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## **SECTION 1**      **GENERAL PROVISION**

### **Article 1.1**      **Applicability of the rules and regulations**

1. These rules and regulations apply to the exams and the examinations of the Master of Science programmes in *Healthcare Policy, Innovation and Management (HPIM)* of the Faculty of Health, Medicine and Life Sciences, Maastricht University.
2. These rules apply to all students who participate in this master programme in the academic year 2024-2025.
3. These rules replace, in principle, previous rules, unless the alteration proves to be a disadvantage in any way to the student(s) involved.
4. The educational programme which was valid at the moment that the student started with the educational programme, including the tests, is still applicable for the student.
5. The board of examiners lays down rules and regulations annually.

### **Article 1.2**      **Board of examiners**

The board of examiners is in charge of the master's examination. The board of examiners ensures the proper execution of the regulation on the master's examination and its components, with due regard to the provisions laid down in the Act and the Education and Examination Rules (*EER*) that pertain to the structure and volume of the master's examination of the Health Science programmes of the Faculty of Health, Medicine and Life Sciences.

### **Article 1.3**      **Appointment of assessors**

1. An assessor can have a role as a portfolio assessor, thesis supervisor, or thesis assessor. In principle, the roles of programme coordinator, professional development coordinator, skills coordinator, placement coordinator, period coordinator, and period planning group member are also fulfilled by qualified assessors.
2. The board of examiners appoints assessors who are qualified to set assessments. Assessors have to belong to the permanent academic staff of Maastricht University; the board of examiners has the power to grant exceptions to this rule.
3. Members of the scientific staff, who are entrusted with providing education of an educational learning task/component, are as educator responsible for providing feedback on the educational learning task/component. The board of examiners can appoint other members of the scientific staff and experts from outside the programme as assessor.
4. The board of examiners can decide to withdraw an appointment as assessor if the assessor does not cohere to laws and regulations or rules of the board of examiners, or if the assessment skills of the assessor (construct, examine and judge) has repeatedly proven to be of insufficient quality.

### **Article 1.4**      **Portfolio Assessment committee**

1. The portfolio assessment committee assesses the portfolio.
2. The assessment committee consists of the following members:
  - a. assessment coordinator (chair);
  - b. three to five portfolio assessors;
3. The portfolio assessors (see paragraph 2 above) are not taking the role as an assessor of the students of whom they are also the coach in the HPIM programme.

## **SECTION 2**      **ASSESSMENT**

### **Article 2.1**      **High-stakes portfolio assessment (graduation)**

1. Students who wish to graduate should meet the following criteria:
  - the student has obtained a minimum of 26 datapoints per role of the HPIM competency framework.
  - the students show a minimum level of 'proficient' on all roles of the HPIM competency framework (see the assessment plan for a description of the procedure to aggregate datapoints within a role to a competency level for the role as a whole).

- the assessment committee should unanimously assess the student as competent on all roles in the HPIM competence rubric.
  - the student has demonstrated participation in at least eight elective skills trainings.
  - the student completed the master thesis according to the requirements described in article 3.2.
2. If the student does not meet the criteria mentioned in section 1, the student can make a personal remediation plan, which has to be approved by the portfolio assessment committee. Upon completion of their personal remediation plan, students can ask for a new high-stakes assessment.
  3. Medium-stakes and High-stakes assessments can occur once in period 3 of the academic year and once in period 5 or 6 of the academic year. Additionally, assessment of a student's remediation activities can occur at the end of an academic year.

## **Article 2.2 Registration of research project and master's thesis**

1. The master thesis is assessed by two assessors: the thesis supervisor and the thesis assessor.
2. The master thesis is assessed by using the HPIM competence rubric. Using the rubric, the thesis supervisor and the thesis assessor independently provide an assessment of the competencies related to the roles expert, investigator, and innovator, focused on the content of the thesis. Using the rubric, the thesis supervisor provides an assessment of the competencies related to the roles collaborator and professional, focused on the placement.
3. The master thesis should be assessed at least at level 'proficient' by both assessors. The placement should be assessed at least at the level 'proficient' by the thesis supervisor. The assessment plan contains a description of the procedure to aggregate datapoints to an assessment for the thesis and placement as a whole.
4. In case of a large discrepancy between the assessment of content by the two assessors (when one supervisor assesses the thesis as insufficient and the other as excellent) a student who feels treated unfairly, can file an appeal to the board of examiners to have a third assessor assess the thesis. If the board of examiners thinks the appeal is well-founded and agrees with the appeal, the final assessment for the thesis will be the combination of the assessments of the three assessors.
5. The requirements are summarised in the Guidelines for the Master's Thesis in this programme. These guidelines are published on the Student Portal.

## **Article 2.3 Receiving credits (ECTS)**

Students should have completed the components mentioned in article 2.1, which is equivalent to 60 ECTS. Students will receive these credits only at the end of the program.

## **Article 2.4 Exemption**

In the event that a student is granted an exemption for an authentic professional task, this will be registered as 'exemption'.

## **SECTION 3 PLACEMENT AND THESIS**

### **Article 3.1 Placement and thesis**

1. The board of examiners determines the rules and regulations that apply to the general and scientific nature of the placement. These rules are published on the Student Portal.
2. For the Master HPIM a placement coordinator is appointed. The placement coordinator is responsible for approving a proposed research project.
3. To be granted access to the placement, students need to have obtained eligibility from the assessment committee, as described in paragraph 2.a of article 5.5, have an approved research description, have attended a skills training on research ethics, and have obtained ethical approval for their research project from the FHML-REC if applicable.
4. The placement coordinator appoints an assessor to be the faculty thesis supervisor for the research project. This assessor will also be the first assessor for the Master's thesis. The second assessor is called thesis assessor.
5. For the assessment of the placement and thesis, the HPIM competence rubric is used.
6. The master thesis must be written as a scientific manuscript, a management report, or a policy report, each

using the appropriate template that is provided by the programme and with equal expectations regarding the quality of the scientific research on which the thesis is based.

7. Duo-theses are not allowed.

#### **SECTION 4      EXAMINATION**

##### **Article 4.1      Degree classification**

The degree classification 'Cum Laude' (with distinction) will be awarded if the following requirements are fulfilled:

1. A student has obtained the level 'excellent' on at least four of the five competency roles in the HPIM framework (see the assessment plan for a description of the procedure to aggregate datapoints within a role to a competency level for the role as a whole).
2. The thesis has to be assessed at the level 'excellent' by the thesis supervisor or the thesis assessor and at least as 'proficient' by the other supervisor.
3. The placement has to be assessed at the level 'excellent' by the thesis supervisor.

#### **SECTION 5      IRREGULARITIES AND FRAUD WITHIN THE SCOPE OF EXAMINATION**

##### **Article 5.1      Fraud, including plagiarism and passing off work or assignments (partially) generated by artificial intelligence software, such as ChatGPT, as their own work**

The General FHML Regulation for Fraud and Irregularities, made by the three boards of examiners of the faculty, and the FHML student guidelines for the use of generative AI will be applied. In these regulations the definition of fraud and plagiarism will be elaborated, as well as the sanctions the board of examiners can impose. The regulations will be published in the student portal at the beginning of the academic year.