

Chaminade University at Honolulu

Department of Nursing & Health Professions

HC303 Case Management

Online Asynchronous | Credits: 3 | Term: Fall 2026

Instructor Information



Instructor	Dr. Catherine Coker
Email	catherine.coker@chaminade.edu
Phone	N/A
Office Location	3140 Waialae Avenue, Honolulu, HI 96816
Office Hours	<i>Online, by Appointment</i>
Virtual Office	<i>Online, by Appointment</i>
Virtual Office Hours	<i>Online, by Appointment</i>

Communication

The primary way to contact Dr. Coker is by email at catherine.coker@chaminade.edu. Typical response time is within 48 hours.

School & Department

School	School of Nursing & Health Professions
Location	3140 Waianae Avenue, Honolulu, HI 96816
Phone	(808) 739-8572
Questions?	Contact your instructor or the School of Nursing & Health Professions

Course Description & Materials

Catalog Description

This course provides students with the opportunity to develop the skills associated with effective case management in a variety of settings. This course includes an applied learning component.

Co-requisites/Pre-Requisites: It is important to be proficient in computer skills including use of Word, Powerpoint, and Canvas.

Course Snapshot

Modality	Virtual
Meeting Location	Online, Asynchronous
Meeting Days/Times	Online, Asynchronous
Time Commitment	The unit of semester credit is defined as university-level credit that is awarded for the completion of coursework. One credit hour reflects the amount of work represented in the intended learning outcomes and verified by evidence of student achievement for those learning outcomes. Each credit hour earned at Chaminade University should result in 45 hours of engagement. This equates to one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester, 10-week term, or equivalent amount of work over a different amount of time. Direct instructor engagement and out-of-class work result in total student engagement time of 45 hours for one credit. The minimum 45 hours of engagement per credit hour can be satisfied in fully online, internship, or other specialized courses through several means, including (a) regular online instruction or interaction with the faculty member and fellow students and (b) academic engagement through extensive reading, research, online discussion, online quizzes or exams; instruction, collaborative group work, internships, laboratory work, practica, studio work, and preparation of papers, presentations, or other forms of assessment. This policy is in accordance with federal regulations and regional accrediting agencies.
Required Materials	Summers, N. (2016). Fundamentals of Case Management Practice (5th ed.). Cengage Learning

Canvas	Course materials, announcements, and grades are posted to Canvas (chaminade.instructure.com). Canvas will be used as our learning management system for this course. Every Sunday, weekly course materials will be posted, including readings, discussion posts, and other assignments. In general, assignments will be due at midnight the following Sunday. Canvas will also be used to engage with classmates to share current events, feedback, and other comments. Hardware Requirements: Canvas is accessible from both PC and Mac computers with a reliable internet connection. You will also need to be able to access audio and video files. Subsequently, you should have access to speakers or headphones that allow you to hear the audio. Software Requirements: You will need to have some ability to listen to audio in an mp3 format, watch videos in mp4 format, stream online videos, and read .pdf files. There are a number of free software online that can be downloaded for free. If you need assistance with locating software please feel free to contact the Chaminade Help Desk at helpdesk@chaminade.edu or (808) 735-4855. Technical Assistance for Canvas Users: • Search for help on specific topics or get tips in Canvas Students • Live chat with Canvas Support for students • Canvas Support Hotline for students: +1-833-209-6111 • Watch this video to get you started • Online tutorials: click on “Students” role to access tutorials • Contact the Chaminade IT Helpdesk for technical issues: helpdesk@chaminade.edu or call (808) 735-4855
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Learning Outcomes

Program Learning Outcomes (PLOs)

Upon completion of [degree program name], the student will be able to:

1. Develop evidence-based health promotion and health education programs in collaboration with interdisciplinary community partners.
2. Utilizing the Marianist value of service, justice and peace; support community partners in addressing health, economic, and social inequities in priority populations.

The Eight Areas of Responsibility for Health Education Specialists (NCHEC, HESPA II 2020)

- Area I: Assessment of Needs and Capacity
- Area II: Planning (CLO #1)
- Area III: Implementation
- Area IV: Evaluation and Research
- Area V: Advocacy
- Area VI: Communication (CLO #2)
- Area VII: Leadership and Management (CLO #2)
- Area VIII: Ethics and Professionalism (CLO #1 & 2)

Course Learning Outcomes (CLOs)

Upon completion of [course], the student will be able to:

1. Utilize case management principles to adopt, adapt and/or develop a tailored intervention to improve or maintain the health of a target population.
2. Apply effective case management skills as well as leadership and management skills that successfully evaluate the health education and promotion using economic and other evidence-based practices.

Marianist Values

An education in the Marianist Tradition is marked by five principles. Reflect on how this course relates to one or more:

1. Education for formation in faith.
2. Provide an integral, quality education.
3. Educate in family spirit.
4. Educate for service, justice and peace, and integrity of creation.
5. Educate for adaptation and change.

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith.
2. Provide an integral, quality education.
3. Educate in family spirit.
4. Educate for service, justice and peace, and integrity of creation.
5. Educate for adaptation and change.

Native Hawaiian Values

Education is central to both Marianist and Native Hawaiian culture — both seek transformative, value-centered learning that serves the marginalized. This is reflected in the ‘Ōlelo No’eau (Hawaiian proverbs) below:

1. **Educate for Formation in Faith (Mana):** E ola au i ke akua (‘Ōlelo No’eau 364) — May I live by God.
2. **Provide an Integral, Quality Education (Na’auao):** Lawe i ka ma’alea a kū’ono’ono (‘Ōlelo No’eau 1957) — Acquire skill and make it deep.
3. **Educate in Family Spirit (‘Ohana):** ‘Ike aku, ‘ike mai, kōkua aku kōkua mai (‘Ōlelo No’eau 1200) — Recognize others, be recognized, help others, be helped.
4. **Educate for Service, Justice and Peace (Aloha):** Ka lama kū o ka no’eau (‘Ōlelo No’eau 1430) — Education is the standing torch of wisdom.
5. **Educate for Adaptation and Change (Aina):** ‘A’ohe pau ka ‘ike i ka hālau ho’okahi (‘Ōlelo No’eau 203) — All knowledge is not taught in the same school.

Alignment of Course Learning Outcomes

	CLO 1	CLO 2	CLO 3	CLO 4
Marianist Values		X		X
PLOs	X	X	X	X
Native Hawaiian Values		X		x

	CLO 1	CLO 2	CLO 3	CLO 4
Gen Ed Outcomes(if applicable)				

Attendance & In-Class Participation

Attendance Policy

Students are expected to attend regularly all courses for which they are registered. Student should notify their instructors when illness or other extenuating circumstances prevents them from attending class and make arrangements to complete missed assignments. Notification may be done by emailing the instructor's Chaminade email address, calling the instructor's campus extension, or by leaving a message with the instructor's division office. It is the instructor's prerogative to modify deadlines of course requirements accordingly. Any student who stops attending a course without officially withdrawing may receive a failing grade. Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu ADA Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes. Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review the options. Anyone who stops attending a course without official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

Late Work: Assignments are mandatory and are expected to be completed by the scheduled due dates. Consistent late submissions (more than 2 assignments in the course) will result in a "0" for those assignments; the first two late submissions will receive half credit and a student / professor meeting to determine best course of action for successful course completion. Faculty may offer extensions for assignments with evidence of extenuating circumstances and only if requested in advance of the deadline. If you are having trouble with calendaring, preparing assignments in a time manner, etc. please contact your faculty as soon as possible. Following deadlines and keeping organized are skills that are critical when entering a professional environment.

Quick Reference — Absence Thresholds:

Excused Absence *Illness with documentation, family emergency, University-sponsored activity*
Unexcused Absence *Any absence not pre-approved or documented*
Warning Threshold *More than 2 unexcused absences — instructor may notify student*
Grade Penalty *More than 4 unexcused absences — final grade lowered by one letter*
Course Failure *More than 6 unexcused absences — student may receive a failing grade*
Late Arrival / Early Departure *N/A - Online Course*

In-Class Participation Expectations

Active, respectful engagement is essential. Students are expected to come prepared and contribute meaningfully to discussions, activities, and collaborative work.

Students are expected to:

- Come prepared — complete readings and activities before each session.
- Participate actively in discussions and group work, demonstrating critical thinking.
- Engage respectfully and honor diverse perspectives.
- Use personal devices for course purposes only unless otherwise directed.
- Submit work by established deadlines to support course pacing.

Course Activities

In-Class Activities	N/A - Online Asynchronous Course
Homework / Assignments	Assignments are to be completed by Sunday 11:59PM in the week that they are assigned. Expectation is to read the Grading Rubric for Assignment grading details, read the assignment description, and to submit the finished work online per instructions provided. Use APA Writing Guidelines to cite sources and to format writing assignments accordingly - APA Guideline is provided in module assignment descriptions.
Quizzes / Exams	Quizzes are to be completed online, are open book, and timed.
Projects	Individual Projects are completed per Course Schedule. Descriptions of the individual projects are found in the project module sections. Review the Grading Rubric for how the project details that will be graded, review the project description, and use the APA writing guidelines to construct the writing portion off the projects accordingly.

Course Policies

Late Work	Unexcused late work will receive half credit for work completed for the first two late submissions. Any late work submitted after this will receive a zero score.
Make-Up Work	Make up work will be allowed if there are Canva technical difficulties, illness with documentation, or family emergencies.
Extra Credit	Extra Credit will be awarded for students that successfully complete all Participation, Non-Graded Activity in a timely basis.
Incomplete Grade	Grades of Incomplete must be reviewed and approved by both the Course Coordinator and the Dean of Nursing and Health Professions. See the university "Grade of Incomplete" policy in the student handbook.
Syllabus Changes	The instructor reserves the right to modify this syllabus. Changes will be announced in class and posted to Canvas.

Final Grades

Final grades are submitted to Self-Service (selfservice.chaminade.edu):

Grade	Range
A	90% and above
B	80–89%
C	70–79%
D	60–69%
F	59% and below

Important Information

Academic Honesty

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, plagiarism, **and unauthorized and/or undisclosed AI usage**, in addition to more obvious dishonesty. See catalog section *Student Use of Artificial Intelligence in Academic Work* for further information.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Director of the Academic College. Punishment for academic dishonesty will be determined by the instructor, Director, and the Dean of Academic College and may include an “F” grade for the work in question, an “F” grade for the course, academic notice, or dismissal from the University.

AI (Artificial Intelligence) Statement

Chaminade University recognizes the increasing role of artificial intelligence (AI) technologies in academic and professional environments. AI encompasses, but is not limited to, generative AI platforms, automated writing or content generation software, coding assistants, and similar tools. Students must ensure all submitted work genuinely reflects their knowledge and effort. Using AI to produce or significantly complete graded assignments, exams or other academic tasks – defined as use that substitutes for or substantially replaces a student’s own analysis, reasoning or written expression – without explicit instructor approval is considered academic misconduct and will be dealt with according to the University’s Academic Honesty Policy.

If an instructor has reasonable grounds to question whether submitted work genuinely reflects a student’s own knowledge, authorship, or mastery of course material — or whether it meets the course’s expectations for AI use — the instructor may require the student to provide additional or alternative evidence of authorship and content mastery. Such evidence may include drafts, notes, revision history, source materials, process explanations, oral discussion, in class work, or completion of an alternative assessment. A student’s refusal or inability to provide such evidence may be considered, along with other available information, in evaluating whether the work meets course requirements and stated learning outcomes. Instructors will not rely solely on AI detection software or other automated tools in making grading or academic integrity determinations. Such determinations will be based on the totality of the available information and handled in accordance with applicable University policies and procedures. See the catalog section *Student Use of Artificial Intelligence in Academic Work* for further information.

Title IX and Nondiscrimination

Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. For pregnant and parenting students, I am also obligated to provide you with similar resources for support and protections available to you. My goal is to make sure that you are aware of the range of options available to you and have access to the resources and support you need.

Contact information and reporting options: chaminade.edu/titleix/nondiscrimination/. File a report via the [Campus Incident Report Form](#).

Nondiscrimination Policy and Notice of Nondiscrimination

The university is committed to comply with all State and Federal statutes, rules, and regulations which prohibit discrimination. The university is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin (including shared ancestry and ethnic characteristics), ancestry, citizenship, disability, genetic information, marital status, breastfeeding, arrest and court record (except as permissible under State law), sexual orientation, or status as a covered veteran. Inquiries about Title IX or general Civil Rights concerns may be referred to the University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both and contact information may be found [HERE](#). *On-campus Confidential Resources may also be found here at [CAMPUS CONFIDENTIAL RESOURCES](#).*

The University's Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: <https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/>.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the [Campus Incident Report form](#). Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates.

The NOTICE of NONDISCRIMINATION can be found here: [Notice of Nondiscrimination](#).

Student with Disabilities Statement- Kōkua 'Ike

Accessibility Services recognizes disability as a valued aspect of diversity and ensures equal access to the educational environment in accordance with Section 504 of the Rehabilitation Act; the Americans with Disabilities Act, as amended; and the principles and professional standards of the Association on Higher Education and Disability. Access is supported through reasonable accommodations and referrals to campus and community resources.

Appointments with the Accessibility Services Coordinator are available through Stellic at <https://chaminade.stellic.com> and may be held virtually or in person. Drop-in appointments are also welcome.

Students seeking support must meet with the Accessibility Services Coordinator as early as possible, even if they are unsure whether they have appropriate documentation of their disability or its impacts. The Accessibility Services Coordinator prioritizes listening to students's experiences and will discuss any documentation needs during the initial intake meeting. Students may seek support at any time.

Learn more at <https://chaminade.edu/ada-accommodations>

Assessment of Student Work

Chaminade University may use student work anonymously to assess achievement of course, program, and institutional learning outcomes as part of ongoing quality improvement efforts.

Campus Resources & Support Services

The following resources are available to all Chaminade students. Reach out early — these services exist to support your success.

Resource	Description	Contact / Website
Accessibility Services (Kōkua 'Ike)	Accommodations under Section 504 and ADA. Contact early — appointments via Stellic, virtual or in person.	ada@chaminade.edu chaminade.edu/ada-accommodations
Tutoring & Academic Coaching (Kōkua 'Ike)	Tutoring and Academic Coaching Services support students' progression toward their academic, personal, and professional goals with clarity and intention. Services include individualized support in English, math, nursing, sciences, and social sciences, as well as guidance in developing goals and study strategies.	chaminade.edu/tutoring-academic-coaching-services
Career Services	Career Services supports students throughout their career journeys. Services include individualized job search strategy coaching, resume reviews, job interview coaching, and access to career-related resources and opportunities.	chaminade.edu/career-services
Basic Needs Resources	Support for food insecurity, housing instability, and other basic needs.	chaminade.edu/basic-needs/
Title IX / Nondiscrimination	Reporting and support for sex discrimination and gender-based violence. Campus Incident Report Form available online.	chaminade.edu/titleix/resources-and-support/
Hazing Prevention	Confidential support, crisis intervention, and reporting for any type of abuse including hazing.	hazingpreventionnetwork.org/athlete-helpline/
Campus Safety / SafeSwords	Security escort service for anyone who feels unsafe walking alone on campus at any time of day. Call security and a professional will escort you to your destination.	chaminade.edu/student-life/security/campus-safeswords-program/
CUH Alert Emergency Notification	Emergency text system. Register your cell number via the Chaminade portal and confirm the text to complete enrollment.	chaminade.edu

Weekly Course Schedule

Note: The instructor reserves the right to modify this schedule. Changes will be announced in class and posted to Canvas.

Wk of	Theme	Assignment	Due Dates
08/17	Wk 1: Welcome to HC303	Discussion #1 Introduction	08/23
08/24	Wk 2: Quiz 1	Individual Assignment	08/30
08/31	Wk 3: Part I Draft	Part I Draft - Community Assessment	09/06
09/07	Wk 4: Quiz 2	Individual Assignment	09/13
09/14	Wk 5: Part I Final	Part I Final - Community Assessment	09/20
09/21	Wk 6 & 7: Part II Draft	Part II Draft - Intervention Plan	10/04
10/05	Wk 8: Quiz 3	Individual Assignment	10/11
10/12	Wk 9: Part II Final	Part II Final - Intervention Plan	10/18
10/19	Wk 10 & 11: Part III Draft	Part III Draft - Evaluation & Reflection	11/01
11/02	Wk 12: Quiz 4	Individual Assignment	11/08
11/09	Wk 13: Final Paper	Final Paper Submission	11/15
11/16	Wk 14: Visual Resource Map	Visual Resource Map	11/22
11/23	Wk 15: Discussion #2	Discussion #2 Reflection	11/29
11/30	Wk 16: Course Survey	Complete Course Survey	12/06