At MSUCOM, we are constantly working to improve our curriculum and to meet new AOA accreditation guidelines. We need to meet the challenges of modern medicine that force us to innovate. While major changes will generally be instituted at the beginning of the school year, most minor changes may be implemented semester to semester. Please be mindful of the need to read your syllabi before beginning your rotations.
# Table of Contents

Section 1 – Course Information .................................................................................................................... 3
   Introduction .............................................................................................................................................. 3
   Pre-Clerkship Elective Description ............................................................................................................ 3
   Selective/ Elective Course Description ......................................................................................................... 3
   Learning Opportunities ................................................................................................................................. 3
   Course Goals ............................................................................................................................................. 4
   Background Considerations ...................................................................................................................... 4
   Academic Profile ....................................................................................................................................... 4
   Program Site.............................................................................................................................................. 5
   Safety, Security, and Health ...................................................................................................................... 5
   Budget and Student Program Fee ............................................................................................................. 5
   Course Coordinator ....................................................................................................................................... 5
   Administrative Coordinator .......................................................................................................................... 6
   List of Hospitals/ Clinics ............................................................................................................................ 6
   Instructors ..................................................................................................................................................... 6
   Lines of Communication ........................................................................................................................... 7
   Pre-Departure Requirements ................................................................................................................... 7
   Textbooks and Reference Materials ......................................................................................................... 7
   Pre-Clerkship Schedule ............................................................................................................................. 7
   Required Assessments: ............................................................................................................................. 8
   Student Evaluation of the Course ............................................................................................................. 8
   Pictures from Previous Trips ..................................................................................................................... 9
   Section 2 – Policies.................................................................................................................................. 12
   College Program Objectives ................................................................................................................... 12
   Academic Honesty and Professionalism ................................................................................................... 12
   Student Responsibilities.............................................................................................................................. 12
   Requests for Special Accommodations ...................................................................................................... 12
   MSU College of Osteopathic Medicine Standard Policies....................................................................... 13
   Clerkship Attendance Policy .................................................................................................................. 13
   Policy for Medical Student Supervision ................................................................................................15
   Unsatisfactory Clinical Performance ....................................................................................................... 16
   Statement of Professionalism ............................................................................................................... 16
Section 1 – Course Information

Introduction

Systems Based Practices is a core competency for our osteopathic and medical students. The World Health Organization’s Commission on Social Determinants of Health recommends that: “countries must build health-care systems based on the principles of equity, disease prevention, and health promotion”. Haiti is the poorest country in the Western Hemisphere. It has the highest maternal and infant mortality rate in the Western Hemisphere and ranks number eleven in all countries around the world. In January 2010, a massive 7.0 magnitude earthquake hit close to Port-au-Prince, Haiti’s capital. The earthquake destroyed most of the country’s infrastructure and killed 230,000 inhabitants as well as with displaced millions.

Pre-Clerkship Elective Description

OST 689 is a 3 credit hour elective that provides students with the following:

The primary goal of the one-week, 3 credit, pre-clerkship elective course is to introduce students to the health care delivery model in Haiti while experiencing the country’s rich culture. Through the course of the week, students will explore the healthcare model by spending the first three days of their rotation in a primary care clinic named Pistère Clinic. They will then transition to rotating through Milot hospital for the remaining two days. There will be lectures and presentations by Haitian health care officials and clinicians and opportunities for students to closely observe and participate in the care of patients while learning about Haiti’s history and culture.

Selective/ Elective Course Description

For the selective/elective one-month course, students will rotate through the Pistère primary care clinic for 1-2 weeks and will observe medical and surgical specialties at Milot hospital for 2-3 weeks.

Learning Opportunities

• Analyze the attributes of the Haitian Health System
• Delivery of Public and Community Health in Haiti
• Health Care Delivery in a Hospital Setting
• Interaction with Haitian clinicians and public health officials
• Consideration of future opportunities in global health
• Immersion in Haitian culture, history, and developing cultural competencies
• Develop conversational and medical French creole language, if appropriate

Course Goals
The primary goal of this course is to provide an introduction to the structure and function of the Haitian Health System, and to immerse the student in the culture of Haiti. The student will be challenged through, providing clinical care, lectures, and observation in order to provide optimal care to the patient with limited resources. An important aspect to this immersion program is to be able to identify cultural norms that may lead to barriers in delivering health care. Lastly, the program will provide ample cultural activities and opportunities for students to identify those aspects of culture that might affect current health care conditions.

Background Considerations
The program will be based at both Pistere primary care clinic and Milot hospital in the country of Haiti. With authorization from both Pistere clinic, Milot Hospital, and Cap-Haitien Health Department, students will be able to deliver supervised clinical care to patients. The Pistere primary care clinic has a full-time Haitian primary care physician. Milot Hospital had a medical faculty of 35 individuals within 12 different medical and surgical specialties.

Academic Profile
Based on initial agreement with Haitian authorities, the program is open to students from Michigan State University College of Osteopathic Medicine, College of Human Medicine, and College of Nursing. Haiti has a wide appeal for nursing and medical students seeking to fulfill their senior electives in an international rotation. Even before approval of this program, we have already received numerous requests for course information.

Haiti provides an excellent environment to study the interaction between social and physical aspects of development. Through classroom lectures, local guest speakers and field experiences, students will explore the health care delivery system of the country in the context of general Latin American development and social change.

The duration of the course will be 1-4 weeks depending on the level of the student. At the moment, there is no plan to incorporate foreign language instruction. All classes will be in English; guest speakers will have translators. On weekends, the group will have the ability to visit UNESCO World Heritage Sites. Individual travel will not be permitted.
Program Site
The hospital program will be based in Milot, Haiti, which is located approximately 10 miles from the city of Cap-Haitien. The primary care clinic is located in the village of Pistere, approximately 18 miles from Cap-Haitien and 8 miles from Milot Hospital.

Safety, Security, and Health
MSU Office of Study Abroad requires that students sign a travel warning for countries that currently have travel alerts through the US Department of State. For students traveling to Haiti, The Department of State warns U.S. citizens to carefully consider the risks of traveling to Haiti due to its current security environment and lack of adequate medical facilities and response. When arriving to Haiti, flying directly into Cap-Haitien via Hugo Chavez International Airport (CAP) is the best option allowing MSU travelers to avoid the airport and city of Port au Prince, which carries a higher risk rating that areas in northern Haiti. Students should refer to the safety and security evaluation of Haiti presented by Mr. Christopher Daniels (Director of International Health and Safety).

Budget and Student Program Fee
A detailed budget will be presented to OSA for review and approval. The student program fee is estimated to be $XXXX which includes lodging, visa expenses, and land transportation in Haiti. Students will be responsible for additional expenses, including airfare to and back from Haiti, meals and other personal expenses, approximately $XXXX. Students should plan to reside in the medical village close to Sacré Coeur Hospital for the duration of their rotation. Students can opt to pay $40 to the hospital on a daily basis for housing, food, and drink. (Will most likely be built into OSA program fee)

Course Coordinator
Name: William Cunningham D.O., M.H.A.
Phone: 517-353-8992
Email: william.cunningham@hc.msu.edu
Address: 909 Fee Road, Room B319, East Lansing, MI 48824

Faculty Coordinators
Name: William Cunningham D.O., M.H.A.
Phone: 517-353-8992
Email: william.cunningham@hc.msu.edu
Address: 909 Fee Road, Room B319, East Lansing, MI 48824

Name: Christopher C. Daniel
Phone: 517-884-9418
Email: danielc7@msu.edu
Address: 427 N. Shaw Lane, Room 12G, East Lansing, MI 48824

Name: Robert Fillion DO
Phone: 970-571-3443
Email:  Robert.illion@bannerhealth.com
Address:  P.O. Box 1895, Green Valley, AZ 85622

**Administrative Coordinator**
Name:  Rusti Sidel
Phone:  517-884-3789
Email:  rusti.sidel@hc.msu.edu
Address:  909 Fee Road, Room B320, East Lansing, MI 48824

**Clinical Coordinator**
Name:  William Cunningham D.O., M.H.A.
Email:  william.cunningham@hc.msu.edu
Address:  909 Fee Road, Room B319, East Lansing, MI 48824

**Local Coordinators**
Name:  Laura Alexander Elliott (Executive Director of Soaring Unlimited)
Email:  lelliott879@gmail.com

Name:  Dr. Harold Prévil (CEO, Milot Hospital)
Email:  Harold.previl@crudem.org

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**List of Hospitals/ Clinics**

1. **Pistère Clinic – Primary Care Clinic**
   The Pistère health clinic is a community healthcare center located in the Cap-Haïtien Arrondissement where community members receive healthcare, education, and support. Soaring Unlimited is the non-profit organization that directs the health clinic and intends to build a new birthing center in order to develop a more comprehensive maternal and infant health program. Pre-clerkship students will spend the first three days of their rotation at this clinic.

2. **Sacré Coeur Hospital Milot – General Hospital**
   The Sacré Coeur Hospital Milot is a Haitian general hospital facility supported by several thousand donors and volunteers from around the world. The CRUDEM foundation operates the hospital, which serves as a sustainable healthcare solution for the people of northern Haiti. The hospital receives more than 65,000 visits per year and maintains a reputation for quality care and positive outcomes. The last two days of the rotation will take place at this hospital and the hope is that MSUCOM can help improve clinical efficiency to maximize positive patient impacts. The hospital has 12 different medical and surgical specialties and a medical staff of 35 individuals.

**Instructors**

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Cunningham, D.O.</td>
<td><a href="mailto:william.cunningham@hc.msu.edu">william.cunningham@hc.msu.edu</a></td>
<td>517-353-8992</td>
<td>EL</td>
</tr>
<tr>
<td>Name</td>
<td>Email</td>
<td>Phone</td>
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<tr>
<td>M.H.A.</td>
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<td></td>
</tr>
<tr>
<td>Robert Fillion, DO</td>
<td><a href="mailto:Robert.fillion@bannerhealth.com">Robert.fillion@bannerhealth.com</a></td>
<td>970-571-3443</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Lines of Communication**

- For content questions relating to a specific learning activity or topic during this Elective, contact: Rusti Sidel, 517-884-3789
- For absences (please refer to excused absence policy information provided at the end of this syllabus)

**Office Hours**

Questions concerning the elective may be discussed individually by making an appointment with Rusti Sidel, Institute of International Health, by phone 517-884-3789 or via e-mail, rusti.sidel@hc.msu.edu. The Elective Coordinator is generally available M-F 9-4 P.M. or by appointment.

**Pre-Departure Requirements**

- Interview with Dr. William Cunningham
- Vaccinations – we refer students to Olin Travel Clinic
- PowerPoint presentation by Course Directors
  - Travel issues
  - Passport and visa documentation
  - Cultural sensitivity
  - Going over daily agenda
  - Conduct issues
  - Cultural activities
  - Haiti historical background
  - Components of International Human Development

**Textbooks and Reference Materials**

- World Health Organization. Readings related to Health Care Disparities. (Familiarize yourself with the WHO goals and also Haiti’s and USA public health statistics).
- Gofin, Jamie and Gofin, Rosa. Essentials of global community health. Jones and Bartlett, Sudbury, MA, 2011 (not a required text, but any articles on global health by this team will enlighten you). Specific articles from this book will be forthcoming and posted in D2L
- Reading materials regarding Haitian history, culture and human development will be posted in D2L

**Pre-Clerkship Schedule**

This elective is presented for a 1-week period. General scheduling for the educational activities of this elective are as follows:
<table>
<thead>
<tr>
<th>Day/Date</th>
<th>Times (if applicable)</th>
<th>Required Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Saturday</td>
<td>PM</td>
<td>Flight to Miami Hotel check-in</td>
</tr>
<tr>
<td>2 Sunday</td>
<td>AM</td>
<td>Flight to Cap-Haïtien, Haiti</td>
</tr>
<tr>
<td></td>
<td>PM</td>
<td>Brief meeting and cultural tour, followed by dinner.</td>
</tr>
<tr>
<td>3 Monday</td>
<td>AM/PM</td>
<td>Pistere Clinic</td>
</tr>
<tr>
<td>4 Tuesday</td>
<td>AM/PM</td>
<td>Pistere Clinic</td>
</tr>
<tr>
<td>5 Wednesday</td>
<td>AM/PM</td>
<td>Pistere Clinic</td>
</tr>
<tr>
<td>6 Thursday</td>
<td>AM/PM</td>
<td>Sacré Coeur Hospital Milot</td>
</tr>
<tr>
<td>7 Friday</td>
<td>AM/PM</td>
<td>Sacré Coeur Hospital Milot</td>
</tr>
<tr>
<td>8 Saturday</td>
<td>AM/PM</td>
<td>Return to USA Miami to Destination Clty</td>
</tr>
</tbody>
</table>

**Required Assessments:**

The activities required for successful completion of this elective are listed below:

- Each student will be given an orientation and a bibliography that will introduce him/her to the Haitian Health system. At the evening dinner, 2 students each day will present on a specific topic to the group. This will comprise 50% of their grade. 50% of their grade will be participation in the lectures and their spirit of inquiry in the clinics, hospitals and culture of Haiti.

- Supervised Reflection and Evaluation Sessions. Students will be asked to elicit and discuss their daily observations.

- 1-2 page reflection paper to be submitted to Dr. Cunningham’s office with one week of return from trip.

**Student Evaluation of the Course**

We want your feedback on how to make this elective better for the students who come after you.
• Informal Feedback: Feel free to approach the Course Coordinator, Rusti Sidel, or any of the other course faculty with your reactions and suggestions. Alternatively, write out your comments and email them to the Course Coordinator or Faculty. From time to time, we may also convene focus groups of students, as an additional way to elicit your opinions and suggestions.

• Formal Evaluation: In addition to the above, we ask every student in the class to complete formal on-line Elective evaluation upon conclusion of the Elective. Student Elective evaluations are highly recommended. Student feedback provides Elective Coordinators with valuable information regarding their performance, the performance of their instructors and the quality of the Elective. The information gained from these evaluations is used to continuously improve future offerings of this Elective.

Pictures from Previous Trips

Patients wait to be treated outside of Pistere primary care clinic.
Michigan State University College of Osteopathic Medicine Physicians and Students take a picture with local Haitian interpreters in Soaring Unlimited Leadership school under a banyan tree.

MSUCOM student poses for a photograph with a young patient whom was treated at the primary care clinic.
Haitian girl in her Sunday finest

Mr. Jim Huckle and Dr. William Cunningham outside of Sacré Coeur Hospital in Milot, Haiti.
Section 2 – Policies

College Program Objectives
In addition to the above course-specific goals and learning objectives, this clerkship rotation also facilitates student progress in attaining the College Program Objectives. Please refer to the complete list provided on the MSUCOM website.

Academic Honesty and Professionalism
http://www.com.msu.edu/Students/Policies_and_Programs/Med_Student_Rights_Responsibilities.htm

Each individual student is responsible for their behavior and is expected to maintain standards of academic honesty and professionalism. If any instance of academic dishonesty (cheating, plagiarism, etc.) is discovered by an instructor, it is his or her responsibility to take appropriate action. Such action may include giving a failing grade to the student in the Elective and/or referring the student for judicial review and possible disciplinary action, which may include disciplinary suspension or dismissal from the College.

Student Responsibilities
During the 1 week of the rotation, the student is required to meet clinical and academic responsibilities:

• The student will meet the following clinical responsibilities during this rotation:
  o Students are expected to function collaboratively on health care teams that include health professionals from other disciplines in the provision of quality, patient-centered care.

• The student will meet the following academic responsibilities during this rotation:
  o Students are expected to identify, access, interpret and apply medical evidence contained in the scientific literature related to patients health problems.
  o Students are expected to: assess their personal learning needs specific to this clinical rotation, engage in deliberate, independent learning activities to address their gaps in knowledge, skills or attitudes; and solicit feedback and use it on a daily basis to continuously improve their clinical practice.

Requests for Special Accommodations
Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at www.rcpd.msu.edu Once a student’s eligibility for accommodation has been determined he/she may
be issued a Verified Individualized Services and Accommodation ("VISA") form. Please present this VISA form to Cheryl Luick, luick@msu.edu, A-331 East Fee Hall at the start of the semester and/or two weeks prior to the accommodation date (test, project, labs, etc.). Requests received after this date will be honored whenever possible.

It is the responsibility of the student with accommodations to contact the Elective Coordinator two weeks prior to the start of the term, or two weeks prior to the scheduled assessment event or other planned use of accommodations. Requests received after this date will be honored whenever possible.

It is the responsibility of the student to submit or have submitted an updated version of their accommodations to Cheryl Luick each semester that a student plans to use their accommodations.

**MSU College of Osteopathic Medicine Standard Policies**

The following are the standard MSUCOM policies students must adhere to across rotations.

**Clerkship Attendance Policy**

In order to gain the knowledge and skills to successfully complete the MSUCOM clerkship program, consistent participation/attendance in program activities is essential. Any time off must not interfere with the quality of the rotation.

1. In the event a student needs to be absent from any rotation for the reasons listed below and permissible by the rotation syllabus, students may request time off.
2. Any absence (unless emergent) must be approved in advance (at least 30 days) of absence by the medical education department (student coordinator/director or DME), utilizing the Clerkship Program Excused Absence Request Form. Students must notify rotation team and medical education of emergent/illness absences on day of absence.
3. A student may not be absent more than 2 days on any one 4 week rotation (no time off allowed for rotations of 2 weeks or less) for the reasons below (exception Interview absences or Conference absences as below).
4. Any additional time off any one rotation must be approved by the MSUCOM Instructor of Record for the course the absence will occur.

**Absence due to interviews:**

For the purpose of interviewing only, a student may be absent 4 days on a 4 week rotation (2 days on a 2 week rotation) during the months of September to January in the OMS year 4. Interview invitations must accompany the Clerkship Program Excused Absence Request Form.
Absence due to examinations:

<table>
<thead>
<tr>
<th>Examination</th>
<th>Maximum Time Off (includes travel time)</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMLEX USA Level 2</td>
<td>1 day</td>
</tr>
<tr>
<td>CE/USMLE Step 2</td>
<td>2</td>
</tr>
<tr>
<td>CK/Canadian MCCEE</td>
<td></td>
</tr>
<tr>
<td>MSUCOM COMLEX PE Simulation at MSU</td>
<td>1 day for each scheduled simulation</td>
</tr>
<tr>
<td>COMLEX USA Level 2 PE/USMLE Step 2</td>
<td>2 days</td>
</tr>
<tr>
<td>2 CS (Canadian Students Only)</td>
<td></td>
</tr>
<tr>
<td>COMAT/SHELF examinations</td>
<td>Travel time and time for exam</td>
</tr>
</tbody>
</table>

Personal Day Absence:
Students are allowed 5 personal days per academic year in OMS 3 and OMS 4. These days are not carried over from third year to fourth year. These are to be used for illness, physician appointments, and special events (weddings, graduations, special anniversary events) and must not exceed 2 days on any 4 week rotation (#3 above). Prolonged illness and bereavement will be handled on a case by case basis between MSUCOM Director of Clerkship and the base hospital/medical education department. Students must notify rotation team and medical education of emergent/illness absences on day of absence.

Hospital organized community events that might lead to periodic absence from rotations – student participation is encouraged and if base hospital approved, would be considered part of the rotation and not a personal day absence.

Jury duty – when obligated, student participation is not considered a personal day. Court excuses must accompany any absence. If absence is prolonged, this will be handled on a case-by-case basis between the base hospital/medical education and MSUCOM.

Conference Absence:
While on required/core rotations, no excused absences for any professional meeting will be allowed unless the student is presenting research in which they have participated.

a. Appropriate paperwork with proof of presentation and copy of conference agenda must accompany the form.

b. Time off in this situation will be for travel and presentation only.

While on selective/elective rotations: A student may submit a request for an excused absence to attend one (1) professional meeting, time not to exceed 3 days off rotation. The meeting agenda must accompany the Clerkship Program Excused Absence Request Form.
Policy for Medical Student Supervision
Supervisors of the Medical Students in the Clinical Setting

The MSUCOM curriculum includes required clinical experiences in a variety of clinical learning environments. The role of the student is to participate in patient care in ways that are appropriate for the student’s level of training and experience and to the clinical situation. The student’s clinical activities will be under the supervision of licensed physicians. This supervising physician may delegate the supervision of the medical student to a resident, fellow, or other qualified healthcare provider, however, the supervising physician retains full responsibility for the supervision of the medical students assigned to the clinical rotation and must ensure his/her designee(s) are prepared for their roles for supervision of medical students.

The physician supervisor and his/her designee(s) must be members in good standing in their facilities and must have a license appropriate to his/her specialty of practice and be supervising the medical student within that scope of practice as delineated by the credentialing body of the facility.

Level of Supervision/Responsibilities

Clinical supervision is designed to foster progressive responsibility as a student progresses through the curriculum, with the supervising physicians providing the medical student the opportunity to demonstrate progressive involvement in patient care. MSUCOM students will be expected to follow clinical policies of the facility regarding medical records and clinical care. Medical student participation in patient history/physical exam, critical data analysis, management, and procedures will include factors, but not limited to:

- The students demonstrated ability
- The students level of education and experience
- The learning objectives of the clinical experience

First and second year medical students will be directly supervised at all times (supervising physician or designee present or immediately available).

Third and fourth year medical students will be supervised at a level appropriate to the clinical situation and student’s level of experience. For some tasks, indirect supervision
may be appropriate for some students. Direct supervision would be appropriate for advanced procedures.

Supervising physicians will provide medical students with timely and specific feedback on performance. The supervising physician will complete a mid-rotation evaluative discussion with the medical student. Supervising physicians will complete a summative evaluation and are encouraged to contact the course/clerkship director with any gaps in student performance.

Medical students with any concern regarding clinical, administrative, and educational or safety issues during his/her rotation will be encouraged to contact the supervising physician or clerkship/course director.

**Unsatisfactory Clinical Performance**

A student’s clinical performance will be assessed through the Attending Clinical Clerkship Rotation Evaluation. Unsatisfactory Attending Evaluations are governed by the Policy for Retention, Promotion and Graduation (4.e).

An overall “Below Expectations” rating on Section 1 of the Clinical Clerkship Rotation Evaluation will be referred to the Instructor of Record/Department Chairperson for review and grade determination. Students who receive two or more Clinical Clerkship Rotation Evaluations with an overall “Below Expectations” rating will be referred to the COSE Clerkship Performance Subcommittee for review.

An overall "Below Expectations" rating on Section 2 of the Clinical Clerkship Rotation Evaluation will be referred to the Associate Dean/Student Services. In consultation with the Instructor of Record/Department Chairperson a determination of action will be reached.

Important Note: The student will maintain an Extended (ET) grade until all academic and clinical requirements have been successfully met.

**Statement of Professionalism**

Principles of professionalism are not rules that specify behaviors, but guidelines that provide direction in identifying appropriate conduct. These principles include the safety and welfare of patients, competence in knowledge and skills, responsibility for consequences of actions, professional communication, confidentiality, and lifelong learning for maintenance of professional skills and judgments. Professionalism and professional ethics are terms that signify certain scholastic, interpersonal and behavioral expectations. Among the characteristics included in this context are the knowledge, competence, demeanor, attitude, appearance, mannerisms, integrity and morals displayed by the student to faculty, peers, patients and colleagues in other
health care professions. Students are expected to conduct themselves at all times in a professional manner and to exhibit characteristics of a professional student.

**Student Rights and Responsibilities**

Each individual student is responsible for their behavior and is expected to maintain standards of academic honesty. Students share the responsibility with faculty for creating an environment that supports academic honesty and principles of professionalism. Proper relationships between faculty and students are fundamental to the college’s function and this should be built on mutual respect and understanding together with shared dedication to the education process. It is a fundamental belief that each student is worthy of trust and that each student has the right to live in an academic environment that is free of injustice caused by dishonesty. While students have an obligation to assist their fellow students in meeting the common goals of their education, students have an equal obligation to maintain the highest standards of personal integrity.

**Faculty Responsibilities**

It is the responsibility of the college faculty to specify the limits of authorized aid (including but not limited to exams, study aids, internet resources and materials from senior students) in their syllabi, and it is the responsibility of students to honor and adhere to those limits. Course instructors shall inform students at the beginning of the semester of any special criteria of academic honesty pertinent to the class or course.

It is the responsibility of the clinical faculty to provide students with ongoing feedback during the rotation upon request. Clinical faculty are generally recommended (though not required) to limit student assigned duty hours from 40 to 60 hours weekly (not exceeding 60 hours). Both faculty and students are to be treated fairly and professionally in order to maintain a proper working relationship between trainer and trainee.

**Course Grades**

- **P-Pass** – means that credit is granted and that the student achieved a level of performance judged to be satisfactory according to didactic and clinical performance by the department.
- **N-No Grade** – means that no credit is granted and that the student did not achieve a level of performance judged to be satisfactory according to didactic and clinical performance by the department. Students who receive an N grade will be required to appear before COSE.
- **ET-Extended Grade** – means that a final grade (“Pass” or “No Grade”) cannot be determined due to one or more missing course requirements. In Years 3 and 4, the Extended “ET” grade is used instead of an Incomplete (I) grade. Once all
course requirements have been completed, received, and processed, the ET grade will be changed to a final grade. An ET will NOT remain on a student’s transcript.

**N-Grade Policy**
- Remediation is not offered for Clerkship courses. Any student who receives an N grade in the Clerkship Program will be required to appear before the COSE Clerkship Performance Subcommittee (COSE).

**Rotation Evaluations**

| **Attending/Faculty/ Resident Evaluation of Student** | Students are responsible for assuring that the clinical supervisor receives the appropriate evaluation form. Forms can be accessed via the “Attending Evaluation” link in the student’s Kobiljak online Clerkship schedule.  
Students should assertively seek feedback on their performance throughout the course of the clinical rotation. Students should also sit down and discuss the formal evaluation with the clinical supervisor. Note that the clinical supervisor and the DME from the rotation hospital are required to sign the form.  
Students should keep a copy of the evaluation and leave the original with the Medical Education Office at the clinical training site where that office will review, sign, and forward the completed form to the COM Office of the Registrar. It is important to know that evaluations will not be accepted by the COM Office of the Registrar if submitted by the student. Any evidence of tampering or modification while in the possession of the student will be considered “unprofessional behavior” resulting in an “N” grade and review by COSE and/or the College Hearing Committee.  
Grades are held until all rotation requirements, including evaluation forms, are received. Be sure you are using the correct form. |
| **Student Evaluation of Rotation** | Students will submit their rotation evaluations electronically at the conclusion of every rotation by accessing their online schedule through Kobiljak. |
Exposure Incidents Protocol
A form has been developed by the University to report exposure incidents. The form can be accessed at