# Table of Contents

- Elective Description ...................................................................................................................................... 2
- Course Goals ................................................................................................................................................. 2
- Course Coordinator ....................................................................................................................................... 2
- Staff or Student Coordinator ........................................................................................................................ 2
- Instructors ..................................................................................................................................................... 2
- Lines of Communication ............................................................................................................................... 2
- Office Hours .................................................................................................................................................. 3
- Textbooks and Reference Materials ............................................................................................................. 3
- Elective Schedule .......................................................................................................................................... 3
- Required Exams/Assessments ...................................................................................................................... 3
- Required Proctoring Arrangements .............................................................................................................. 4
- Elective Grades.............................................................................................................................................. 4
- Student Evaluation of the Course ................................................................................................................. 4
- Academic Honesty and Professionalism ....................................................................................................... 5
- Clerkship Attendance Policy ....................................................................................................................... 5
- Requests for Special Accommodations......................................................................................................... 7

**Notice to Students:** Although Elective syllabi at MSUCOM have a consistent format; vitally important details differ by Elective. For this reason, you must read the syllabus thoroughly at the onset of each elective to understand what educational activities will be provided and what is expected of you.
Section 1 – Course Information

Elective Description
OST 691 is a 1 credit hour course that provides students with an overall purpose as follows: to enhance students’ understanding host country’s healthcare system as well as understanding and developing cultural competency. During the Elective students will provide healthcare services under the supervision of licensed US physicians to develop an understanding of the regional disease etiology and control of endemic diseases, in particular, infectious/tropical diseases and those associated with the lack of potable water and sanitation.

Course Goals
1. This Elective is designed to help the student grow personally and professionally by immersing them in another culture, experience the healthcare system and delivery of medical services in a Developing Country to deepen their understanding of self and the global community.
2. Students will gain knowledge of diseases common in South America; enhance their clinical skills and the use of medical Spanish; develop problem solving skills; broaden knowledge of public health issues and to experience the practice of medicine beyond the core curriculum.

Course Coordinator
(Note - Preferred method of contact is shown in italics)
Name: Gary Willyerd, D.O., Associate Dean (Detroit Campus)
Phone: 517-884-9600
Email: willyerd@msu.edu
Address: 4707 St. Antoine, Detroit, MI 48201

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

Instructors

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gary Willyerd D.O.</td>
<td><a href="mailto:willyerd@msu.edu">willyerd@msu.edu</a></td>
<td>517-884-9600</td>
<td>DMC</td>
</tr>
</tbody>
</table>

Lines of Communication
- For administrative aspects of the Course: contact Gary Willyerd.
- For content questions relating to a specific lecture or topic during this elective: contact Gary Willyerd.
- For absences/missed exams (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 Gary Willyerd, MSUCOM/DMC, by phone 517-884-9600 or via e-mail. The Elective Coordinator is generally available or by appointment.

Textbooks and Reference Materials

Required
- Materials will be distributed after students are selected

Elective Schedule
This elective is presented for 1 consecutive weeks. 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>
<th>Specific Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday</td>
<td>Afternoon</td>
<td>Arrival into Guatemala City &amp; Bus to Hotel</td>
<td>Saturday</td>
</tr>
<tr>
<td>Sunday</td>
<td>6:00 PM</td>
<td>Orientation Dinner</td>
<td>Sunday</td>
</tr>
<tr>
<td>Monday-Thursday</td>
<td>7:00 AM</td>
<td>Breakfast at Hotel</td>
<td>Monday-Thursday</td>
</tr>
<tr>
<td></td>
<td>7:30 AM</td>
<td>Departure by Bus to Clinic</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9:00 AM-4:00 PM</td>
<td>Clinic</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5:00 PM</td>
<td>Bus back to hotel</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6:30 PM</td>
<td>Dinner on your own</td>
<td></td>
</tr>
<tr>
<td>Friday</td>
<td>All Day</td>
<td>Free Day</td>
<td>Friday</td>
</tr>
</tbody>
</table>

Required Exams/Assessments
The activities required for successful completion of this elective are listed below.

<table>
<thead>
<tr>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student must participate in all pre-planning meetings as well as all scheduled activities indicated above.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prompting questions:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students are required to keep a daily journal, recording their experiences (approximately one page per day). The journal should the main activity was for the day (do not exclude fun activities such as field trips and excursions) and reflect upon their thoughts for the day. The following are prompting questions to be answered in the journal entries:</td>
</tr>
</tbody>
</table>
Required

1. What have you learned today about the diseases that are common in Peru, South America and the Western Hemisphere?
2. What kinds of problems (medical or non-medical) did you face today and how did you resolve them?
3. What did you learn today in terms of public health?
4. What did you learn about medicine in Peru, about their medical system, and how people view healthcare here?
5. How do you feel about your experiences today?
6. Were there any incidents/patient encounters that stand out for you?

Journals are due on the Friday of the second week after the Elective ends and can be submitted electronically.

Required Proctoring Arrangements
N/A

Elective Grades
A student’s course grade is determined by the following formula:

- **P-Pass**—means that credit is granted and that the student achieved a level of performance judged to be satisfactory by the instructor. To obtain a “P” grade for this Elective, a student must participate in all pre-planning meetings; all scheduled activities indicated above and submit their journal for review.

- **N-No Grade**—means that no credit is granted and that the student did not achieve a level of performance judged to be satisfactory by the instructor. A student who fails to participate in all preplanning meetings or all scheduled activities indicated above and who does not get an excused absence from the Course Coordinator or fails to submit their journal will receive an “N” grade.

- **Remediation** - Since all pre-clerkship electives in the MSUCOM curriculum are optional, students are not required to remediate the elective if an “N” grade is received.

Student Evaluation of the Course
We want your feedback on how to improve this course.

- Informal Feedback: Feel free to approach the Elective Coordinator, Gary Willyerd, D.O., or any of the other Elective instructors with your reactions and suggestions. Or write out your comments and email them to the Elective Coordinator or Faculty.
Section 2 – Policies

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.

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>1 day for each scheduled simulation</td>
</tr>
<tr>
<td>CK/Canadian MCCEE</td>
<td>2 days</td>
</tr>
<tr>
<td>MSUCOM COMLEX PE Simulation at MSU</td>
<td>Travel time and time for exam</td>
</tr>
<tr>
<td>COMLEX USA Level 2 PE/USMLE Step 2 CS(Canadian Students Only)</td>
<td>Travel time and time for exam</td>
</tr>
<tr>
<td>COMAT/SHELF examinations</td>
<td></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.

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

Personal vacations/family reunions, etc are not part of this policy. Vacations can be scheduled periodically, provided all curriculum requirements will be met, with the assistance of your Student Support Advocate. Vacations will not be permitted on any core rotation or elective rotation.