

OST 576 – Integumentary System

Summer Semester 4 - 2020

Updated: 5/11/2020 BMB

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Notice to Students: Although course syllabi at MSUCOM have a consistent format, important details differ by course. For this reason, you must read the syllabus thoroughly at the onset of each course to know what the course will provide and what is expected of you.

Section 1 – Course Information

Course Description

The Integumentary System is a 2-credit hour course.

This course will be case-based and clinical. It will have both team and individual assessments.

Approximately one third of primary care visits include a skin complaint. No matter what field of medicine you embark upon, you will have patients, family members, and friends asking you about rashes and skin lesions. Learning proper description and diagnosis of these skin conditions will be paramount. Upon completion of this course, you should be very comfortable discussing and developing differential diagnoses for skin disorders.

Course Goals

1. Describe and diagnose important skin conditions.
2. Develop a collection of resources for you to use in your upcoming clinical years.
3. Analyze and discuss clinical cases to solidify your understanding.

College Program Objectives

In addition to the course-specific goals and learning objectives, this pre-clerkship course also facilitates student progress in attaining the College Program Level Educational Objectives, which are published in the MSUCOM Student Handbook.

Course Coordinator

(Note - Preferred method of contact is shown in italics)

Name: Michelle Gallagher, D.O.

Phone: 517-487-0128

Email: docmlg@msu.edu (preferred method)

Address: 545 West Fee Hall, 909 Wilson Rd. East Lansing, MI 48824

Course Faculty

Name	Email	Phone	Site
Michelle Gallagher	docmlg@msu.edu	517-487-0128	EL
Mary Hughes, D.O.	hughesm@msu.edu	517-353-3211	EL
Frances Kennedy, DVM, MS	kennedyf@msu.edu	517-432-0467	EL
Paul Kowalski	pauljk@msu.edu	517-353-3453	EL
Shawna-Marie Nantais, MS	nantaiss@msu.edu	517-884-9668	DMC
Gregory Piro, D.O.	drapiro@yahoo.com	517-545-2300	EL
Robert Stephenson, Ph.D.	Refer questions to Dr. Gallagher: docmlg@msu.edu	N/A	Recordings only
H. Stephen Williams, M.D., M.P.H.	Refer questions to Dr. Gallagher: docmlg@msu.edu	N/A	Recordings only

Curriculum Assistants

Name	Email	Phone	Site
Becky Brandt	brandtb2@msu.edu	517-884-3880	EL
Smita Deb	debsmita@msu.edu	517-884-8670	DMC
Rose Shubeck	shubeckr@msu.edu	586-226-4788	MUC

Lines of Communication

- For administrative aspects of the Course: contact the course coordinator.
- For content questions relating to a specific lecture or topic: contact the faculty presenter for that specific portion of the course or your SE MI on-site instructor.
- For absences/missed exams (see excused absence information below)
- Please set your notifications in D2L to immediate to receive posted News announcements. You may choose to receive notifications by email or SMS.

Office Hours

Questions concerning may be discussed individually by making an appointment with the Course Coordinator, *Dr. Michelle Gallagher, DO*, located at 545 West Fee Hall, East Lansing, MI 48824, by phone at 517-487-0128 or via e-mail: docmlq@msu.edu. The course coordinator is generally available by email or by appointment.

Course Web Site

The URL for the Course website is: <https://d2l.msu.edu>

Textbooks and Reference Materials

Required

- OST576 Course pack
- VisualDx: www.visualdx.com/learnderm
 - This entire learning module is required (the skin exam, lesion identification, body location and distribution, recognizing configurations, and morphologic variation.)
- American Academy of Dermatology Basic Dermatology Curriculum: www.aad.org/education/basic-derm-curriculum
 - You will be expected to know the topics in these modules that are addressed in your course pack.
- Histology: A Text and Atlas: with Correlated Cell and Molecular Biology, 8th ed., 2020, W. Pawlina, M. Ross (deceased), Wolters-Kluwer, ISBN 978-1-4963-8342-6.

Recommended

- www.visualdx.com
- www.emedicine.medscape.com/dermatology
- www.dermnetnz.org/topics
- <https://web.pediatrics.wisc.edu/education/derm/tutorials.htm>

Course-based Academic Support

The course faculty are here to facilitate your learning. Please feel free to contact the Course Coordinator with any personal issues you may have involving this course. Additional academic support resources can be accessed through MSUCOM Academic and Career Guidance and MSUCOM Personal Counseling.

Courses Begin and End Dates

OST576 begins on May 11, 2020 and ends on June 12, 2020. See addendum for detailed daily course schedule.

Copyright and Course Materials

You must follow copyright rules; failure to do so may result in huge personal fines and even expulsion from medical school. The images and videos in your course pack, on D2L, and in class webinars, are NEVER to be shared outside of your teams in 2020 or any subsequent year. You may not take screenshots of webinars. Team bonus questions cannot be shared with other teams or passed on to classmates who will take the course in subsequent years.

Exams/Assessments

The successful achievement of learning objectives will require knowledge and skills acquired in other portions of the overall MSUCOM educational program. Students will be expected to apply concepts and vocabulary learned in other courses to problem-solving for exams/assessments in this course.

To maintain security of assessments, you may NOT post questions on the discussion board regarding exam questions or quiz questions. Kindly email your questions to the course coordinator.

Assessments	Projected Points	Material to be Covered
Team Derm Clinic Questions: on D2L (30 pts. per week)	120	In-class information and study outlines/course pack
Individual Final Examination	120	Cumulative
Bonus Point Opportunity: teams of four volunteer to be called upon to present in class on a case-based question series	8	Optional, in-class information and study outlines/questions

Histology

Each Histology Laboratory session will begin with a brief Individual Readiness Quiz, which will be administered via the REEF polling. No make-ups are offered for lab quizzes.

Specific Procedures for the Histology Laboratory

Access

Locations of histology teaching labs:

- EL – Room E200 Fee Hall
- DMC – Room G031

- MUC – Room 211 of the UC4 Building

At all campus sites, the lab is computer-based; it uses virtual slides (digitized microscope slides) as well as images from other designated web sites. Students will team up (in groups of 2-3) to share the laboratory workstations. You will need your Histology Lab Manual and your required histology text (Ross and Pawlina).

Self-Directed Flipped Learning in OST576

It is a goal at MSUCOM to promote self-directed learning to help our students grow into strong, self-directed future clinicians. Self-directed learning is also required by medical school accreditation standards. Self-directed learning is a 4-step process that occurs within an encapsulated timeframe. One of the ways you will see self-directed learning take shape in OST 576 is through self-directed flipped learning activities that occur in the following sequence:

1. Self-Assessment of Learning Needs – Units begin with the presentation of learning objectives, providing opportunities to engage in guided self-study with related learning resources such as online visual tours and course pack material. Students are encouraged to reflect upon their knowledge, skills, and comfort related to learning objectives, identifying related learning needs, as they prepare for later formative assessment activities.
2. Identification, Analysis, & Synthesis of Information – As students gain a sense of their learning needs, they are provided opportunities to resolve these needs through practice questions and communication with their peers and faculty.
3. Appraisal of Information Credibility – Once students have synthesized their knowledge from learning activities, they have opportunity to appraise and apply their knowledge in formative assessment through REEF poll questions.
4. Feedback on Information-Seeking Skills – Faculty will provide feedback to students on their learning based on the results of REEF poll responses. Additionally, application activities will provide further opportunity to apply, clarify, and review learning with the aid of peer and faculty feedback. Groups often have a bonus opportunity to present their learning on related questions for further feedback in live sessions.

Course Grades

The course faculty determine the threshold for satisfactory performance in each pre-clerkship course. Your course grade will be determined by the following formula:

$$\frac{(\text{Team Derm Clinic} + \text{Individual Final} + \text{Bonus Points})}{(\text{total points possible (240)})} \times 100\% \\ = \text{Final Percent Score}$$

- **P-Pass**—means that you have achieved a satisfactory level of performance and will receive credit for this course. To obtain a “P” grade for this course, you must earn a final percent scores of 75% or a final point total of 180.

- **N-No Grade**—means that you have not achieved a satisfactory level of performance and no credit will be granted for this course. If you earn a final percent score below 75% or a final point total of 179 or below, you will receive an “N” grade.
- **Remediation** – If you receive an “N” grade and meet the criteria below, you will be eligible to attempt remediation:
 - Earn a final percent score in the course of 65 % or greater

The remediation opportunity for this course will be by examination. Passing is 75%.

All remediation exams for semester 4 are scheduled for August 6, 2020 and August 7, 2020. Refer to the remediation policy information provided in Section 2 of this syllabus for more information.

Student Evaluation of the Course

We want your feedback on how to improve this course.

- **Informal Feedback:** Feel free to approach the Course Coordinator, Dr. Michelle Gallagher, or any of the other course faculty with your reactions and suggestions.
- **Formal Evaluation:** In addition to the above, we ask every student in the class to complete formal on-line course evaluation upon conclusion of the course. Student feedback provides Course Coordinators with valuable information regarding their performance, the performance of their colleagues, and the quality of the course. The information gained from these evaluations is used to continuously improve future offerings of this course. Students can access the evaluation system at: [MSUCOM Pre-clerkship Evaluation System](#).

Section 2 – Policies

Please refer to the [MSUCOM Student Handbook](#) for these and other policies.

Academic Honesty and Professionalism

Every student is responsible for their behavior and is expected to adhere to all MSU and MSUCOM policies of academic honesty and professionalism, as outlined in the MSUCOM Student Handbook and the MSU Medical Student Rights and Responsibilities. These documents may be found on the MSUCOM website. Additional guidance on academic integrity may be found on the MSU Ombudsperson’s website at <https://ombud.msu.edu/sites/default/files/content/Academic-Integrity-at-MSU-updated-August-2017.pdf>

Incidents of academic dishonesty or professional misconduct will be addressed by the faculty, administration, or staff; such action may include, but is not limited to: giving a failing grade, referring a student for judicial review, directing the student to the Associate Dean of Medical Education, evaluation by the Committee on Student Evaluation, and other actions outlined in the Medical Student Rights and Responsibilities document.

Types of Class Sessions

MSUCOM designates lectures and other class sessions by their delivery method. While additional terms may be used in a specific course, the following will provide general guidance to the type of session:

- Live or livestream lecture:

- Online Lecture:
- Webinar:
- Lab:

Changes to Course Schedule or Requirements

Due to external circumstances, the course requirements published in the course syllabus and/or course schedule may be subject to change. Timely notification Communication regarding changes will be provided to enrolled students via the course D2L site and/or email. Any changes made will consider the MSU Code of Teaching Responsibility and the MSU Medical Students Rights and Responsibilities.

Mandatory and Optional Class Sessions

All lectures and other class sessions are considered to be integral to the course, and students are expected to attend, view, or participate in each session. Some sessions are designated as “mandatory” in that attendance at the session on the scheduled date and time is required. Depending on the course, a student may earn points for attending or participating in a mandatory session or may lose points for failing to attend or participate. Availability of make-up points for missed sessions is at the discretion of the course coordinator. Optional class sessions are offered by faculty to assist students in learning or reviewing course content.

Absences from Mandatory and Examinations/Assessments

It is the responsibility of the student to know which class sessions are deemed as mandatory and comply with the MSUCOM policy regarding absences from mandatory sessions and examinations. This policy may be found in the MSUCOM Student Handbook on the MSUCOM website. Requests for an excused absence must be submitted via the [student portal](#).

Computer-Based Testing

It is the responsibility of each student to know and comply with the MSUCOM policy on computer-based testing. This policy may be found in the MSUCOM Student Handbook on the MSUCOM website.

Administration of quizzes, examinations, and other assessments may be self-proctored, virtual proctored, or classroom proctored. Regardless of the proctoring method, you are expected to take the exam in a quiet, private setting. Just like in a proctored exam, you are not to access notes, textbooks, references, your phone, or other materials, and you are not to interact with fellow students or others. Remember that integrity is defined as what you do when no one is looking.

You are also expected to not record, photograph, take screen shots, make notes of, or otherwise attempt to make a copy of any exam item for any purpose, including your personal use. A student who is discovered to have cheated or breached exam security will be subject to formal disciplinary action, up to and including dismissal from MSUCOM.

If you have concerns or evidence of an exam security breach on this or any exam, you may report that to an MSUCOM administrator or through the online concern form.

Medical Student Rights and Responsibilities

If problems arise between instructor and student, both should attempt to resolve them by informal,

direct discussions. If the problems remain unsolved, the Associate Dean for Medical Education and/or the MSU Ombudsperson may be consulted. The MSU Medical Student Rights and Responsibilities (MSRR) document defines processes for additional steps, including submission of a formal grievance. The MSSR may be found in the MSUCOM Student Handbook and online at splife.studentlife.msu.edu.

Reef Polling (iClicker Cloud) Policy

It is your responsibility to know and comply with the Reef Polling (iClicker Cloud) Policy. This policy may be found in the MSUCOM Student Handbook. If you forget your device or if it does not work, for whatever reason, no make-up experiences will be provided, and no points will be given.

If Reef Polling is used to take attendance for an on-campus event, you will be expected to arrive to the physical location on time and to stay for the duration of the assigned activity. If Reef Polling is used to take attendance for an online event, you will be expected to start the session at the scheduled time and participate for the duration of the assigned activity.

As a matter of professionalism, please note that under no circumstances should you provide access to their iClicker Reef account to another student by sharing your device and/or account login, nor should you accept another student's device or login credentials to access Reef Polling on their behalf. Answering questions or checking in for attendance on behalf of another student by using their device or account is considered to be academic dishonesty and may result in disciplinary action up to and including dismissal from the college.

Remediation

The MSUCOM Policy for Retention, Promotion and Graduation requires successful completion of each required course to progress in the curriculum. If you receive an "N" grade in a course, that grade will be recorded on your official transcript; you must meet the course requirement by successfully remediating or repeating the course.

Eligibility to attempt remediation of the course is determined by criteria described in the "Course Grades" section of the syllabus. If you are not eligible to attempt remediation, or if you fail the remediation, you must retake the course, provided you are eligible to continue in the program as determined by the Committee on Student Evaluation.

Student Safety and Well-being

The MSUCOM website and Student Handbook provide information on student safety, campus security, access to medical care and counseling services, and to policies on injuries and exposures. If you have an injury or acute illness on campus, an incident report should be completed. The form is available on the MSUCOM intranet or from Academic Programs.

Requests for 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 (RCPD) at 517-884-7273 or online at rcpd.msu.edu. Once eligibility for an accommodation has been determined, you may be issued a Verified

Individualized Services and Accommodation (VISA) form. Each VISA includes an expiration date; to request an accommodation, you must have an active VISA. You may work with RCPD to renew a VISA.

During the preclerkship curriculum, the college will help to coordinate accommodations for additional testing time. Provide your VISA to Nancy Thoma, thoman@msu.edu, A333 East Fee Hall at the start of the term and/or at least two weeks prior to the assessment event (test, project, labs, etc.). Requests for accommodations received with less notice will be honored whenever possible. You may choose whether or not you wish to use accommodations for a particular event. For other accommodations, you may also review your VISA with the course coordinator and curriculum assistant assigned to that course.

Title IX Notifications

Michigan State University is committed to fostering a culture of caring and respect that is free of relationship violence and sexual misconduct, and to ensuring that all affected individuals have access to services. For information on reporting options, confidential advocacy and support resources, university policies and procedures, or how to make a difference on campus, visit the Title IX website at titleix.msu.edu.

Limits to confidentiality. Essays, journals, and other materials submitted for this class are generally considered confidential pursuant to the University's student record policies. However, you should be aware that University employees, including instructors, may not be able to maintain confidentiality when it conflicts with their responsibility to report certain issues to protect the health and safety of MSU community members and others. Instructors must report the following information to other University offices (including the Department of Police and Public Safety):

- Suspected child abuse/neglect, even if this maltreatment happened when you were a child;
- Allegations of sexual assault, relationship violence, stalking, or sexual harassment; and
- Credible threats of harm to oneself or to others.

These reports may trigger contact from a campus official who will want to talk with you about the incident that you have shared. In almost all cases, it will be your decision whether you wish to speak with that individual. If you would like to talk about these events in a more confidential setting, you are encouraged to make an appointment with the MSU Counseling and Psychiatric Services.

Addendum: Course Schedule

Course schedule for the current semester will be posted to D2L. Changes to the course schedule will be noted on the class academic calendar ("Google calendar") and communicated to students via D2L and/or email. The schedule for the most recent offering of this course will be posted on the MSUCOM website under Current Students/Preclerkship Curriculum.